
"Supporting you in making your choices"

Dear Prospective Adoptive Parent(s),

Thank you for expressing your interest in our adoption services. Our licensed adoption agency offers a full range of services across the province, and maintains registered social workers on staff or contractually to ensure that there is one in or near your community whenever possible. As a prospective adoptive parent you now have a choice in working with either a Ministry of Children and Family Development office, or a licensed adoption agency. Adoption agencies have similar statutory rights and responsibilities under the *Adoption Act* as the Ministry. However, agencies specialize in facilitating primarily domestic infant, and inter-country adoption placements.

Registration with our agency includes completion and return of the registration and application forms, the Letter of Agreement indicating which services you require, the Consent to Disclosure of Information and payment by cheque for the Home Study Preparation and Pre-Approval fees (as outlined in the fee schedule). The Adoption Centre of British Columbia receives no direct government funding and must rely on the service fees as outlined in order to honour the full range of responsibilities included in BC's adoption legislation. Based on your individual situation, other costs (legal, mileage charges, etc.) may be incurred as you proceed.

Once we have received the completed forms and fees, we will send you the package you need to begin your Home Study. Your social worker will call you directly to set up meeting times for your Home Study and the education component. The education topics include separation/loss issues, adoptive vs. biological parenting, the effect of adoption on child/adult development, and the impact of life experiences and inter-racial/cross cultural adoption. If you have a current Home Study (less than 12 months old) you will need to register with the agency, and possibly re-package your study for presentation purposes. If your situation has changed or your study was completed more than 12 months prior to your application you will need a Subsequent Home Study.

Our primary consideration is the support of decisions that respect the best interests of children. We believe that all children deserve to grow up in nurturing and permanent families and we are committed to assisting qualified applicants achieve their goal of becoming adoptive parents. For further information, please call us toll free at 1-800-935-4237.

Sincerely,

Jennifer Wall, MSW, RSW
Administrator



REGISTRATION FORM

File Number Assigned _____

Date: _____

APPLICANT'S FAMILY NAME

APPLICANT'S FAMILY NAME

APPLICANT'S GIVEN NAMES

APPLICANT'S GIVEN NAMES

ADDRESS

POSTAL CODE

PHONE NUMBER(S)

E-MAIL ADDRESS

The Adoption Centre of British Columbia is striving to be a paperless office, and as such most correspondence will be sent by email and scanned attachments.

Have you lived in British Columbia for 6 months? _____ Please list all previous provinces and countries lived in since the age of 18 years on the back of this form or on a separate sheet. Criminal Record Checks will be required from these countries and Prior Contact Checks will be required for each province.

- I/We have a current Home Study, and will enclose a copy for your review.
- I/We need a Home Study
- II/We need a Subsequent Home Study
- I/We need a Pre-Placement Assessment for a Direct Placement

I/We are interested in (please choose your area of primary interest):

_____ Domestic adoption or _____ Inter-country adoption or _____ Ministry at this time.

If interested in Inter-country adoption, please specify country: _____

If you are currently registered with another agency or the Ministry of Children and Family Development, please specify and indicate contact numbers:

Have you ever been the subject of an unfavorable home study assessment? _____

If so, please provide details on a separate sheet.

How did you hear about The Adoption Centre of British Columbia? _____

Phase 1 fees are required at the time of registration

Amount Enclosed: \$ _____



Applicant A

APPLICANT'S FAMILY NAME

Applicant B

APPLICANT'S FAMILY NAME

APPLICANT'S GIVEN NAME(S)		APPLICANT'S GIVEN NAME(S)	
ADDRESS		POSTAL CODE	HOME PHONE NUMBER
BIRTHDATE	BIRTHPLACE	BIRTHDATE	BIRTHPLACE
RACIAL ORIGIN	CITIZENSHIP	RACIAL ORIGIN	CITIZENSHIP
APPLICANT'S FATHER: NATIONAL ORIGIN		APPLICANT'S FATHER: NATIONAL ORIGIN	
APPLICANT'S MOTHER: NATIONAL ORIGIN		APPLICANT'S MOTHER: NATIONAL ORIGIN	
EDUCATION	DEGREE/DIPLOMA	EDUCATION	DEGREE/DIPLOMA
OCCUPATION	WORK PHONE NUMBER	OCCUPATION	WORK PHONE NUMBER
HEIGHT	WEIGHT	HAIR COLOUR	EYE COLOUR
COMPLEXION		COMPLEXION	

CHILDREN IN THE FAMILY (Please note any additional children on back of page)

	SEX	DATE AND PLACE OF BIRTH	IF ADOPTED, DATE OF PLACEMENT

MARITAL INFORMATION (if applicable)

DATE	PLACE (CITY & PROVINCE)
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PREVIOUS MARRIAGES

APPLICANT'S NAME:		APPLICANT'S NAME:	
DATE	PLACE	DATE	PLACE
NAME OF SPOUSE	HOW TERMINATED <input type="checkbox"/> DIVORCE <input type="checkbox"/> DEATH <input type="checkbox"/> ANNULMENT	NAME OF SPOUSE	HOW TERMINATED <input type="checkbox"/> DIVORCE <input type="checkbox"/> DEATH <input type="checkbox"/> ANNULMENT
DATE OF TERMINATION	PLACE	DATE OF TERMINATION	PLACE

CHILDREN OF PREVIOUS MARRIAGES

APPLICANT'S NAME:			APPLICANT'S NAME:		
NAME OF CHILD	BIRTHDATE AND PLACE		NAME OF CHILD	BIRTHDATE AND PLACE	
PRESENT WHEREABOUTS	SEX		PRESENT WHEREABOUTS	SEX	
NAME OF CHILD	BIRTHDATE AND PLACE		NAME OF CHILD	BIRTHDATE AND PLACE	
PRESENT WHEREABOUTS	SEX		PRESENT WHEREABOUTS	SEX	

RELIGIOUS AFFILIATION

RELIGIOUS AFFILIATION AND DENOMINATION (IF ANY)	RELIGIOUS AFFILIATION AND DENOMINATION (IF ANY)
RELIGION IN WHICH THE CHILD WOULD BE BROUGHT UP	

INCOME

APPLICANT'S NAME:			APPLICANT'S NAME:		
SALARY INCOME	ADDITIONAL INCOME	SAVINGS	SALARY INCOME	ADDITIONAL INCOME	SAVINGS
VALUE OF REAL ESTATE	FACE AMOUNT OF LIFE INSURANCE	OTHER INVESTMENTS	VALUE OF REAL ESTATE	FACE AMOUNT OF LIFE INSURANCE	OTHER INVESTMENTS
ACTUAL DEBTS		TOTAL MONTHLY PAYMENTS (including mortgage or rent)		DOES FAMILY HAVE MEDICAL COVERAGE? <input type="checkbox"/> YES <input type="checkbox"/> NO	

RELATIVES

APPLICANT'S NAME:		APPLICANT'S NAME:	
FATHER'S NAME	FATHER'S NAME	ADDRESS	ADDRESS
MOTHER'S NAME	MOTHER'S NAME	ADDRESS	ADDRESS

BROTHERS AND SISTERS (Use separate sheet if additional space is required)

APPLICANT'S NAME:		APPLICANT'S NAME:	
NAME	NAME	ADDRESS	ADDRESS
NAME	NAME	ADDRESS	ADDRESS
NAME	NAME	ADDRESS	ADDRESS
NAME	NAME	ADDRESS	ADDRESS
NAME	NAME	ADDRESS	ADDRESS

REFERENCES (Ensure two references are relatives and two are non relatives for a total of 4 references. If you are applying to the US, you will need an additional non relative reference for a total of 5 references. If you have adult children, please be sure to include at least one in your references.)

NAME	ADDRESS	Relationship:	PHONE
NAME	ADDRESS	Relationship:	PHONE
NAME	ADDRESS	Relationship:	PHONE
NAME	ADDRESS	Relationship:	PHONE

I DECLARE THAT THE INFORMATION PROVIDED BY ME IN THIS APPLICATION IS ACCURATE TO THE BEST OF MY KNOWLEDGE AND I HAVE NOT OMITTED ANY INFORMATION REQUESTED. I WILL INFORM THE ADOPTION CENTRE OF BRITISH COLUMBIA OF ANY SIGNIFICANT CHANGES TO THE INFORMATION PROVIDED. I AGREE THAT IF I WITHDRAW MY APPLICATION AFTER COMMENCEMENT OF THE HOME STUDY OR IF I AM NOT APPROVED FOR ADOPTION, THE ADOPTION CENTRE OF BRITISH COLUMBIA MAY NOTIFY OTHER LICENSED ADOPTION AGENCIES AND/OR THE MINISTRY OF CHILDREN AND FAMILY DEVELOPMENT.

SIGNATURE OF APPLICANT

SIGNATURE OF APPLICANT

DATE: _____

DATE: _____

FILE NO. _____ SURNAME _____

LETTER OF AGREEMENT FOR PROSPECTIVE ADOPTIVE PARENT(S)

Re: **Contract services for a Home Study or Subsequent Home Study.**

THE ADOPTION CENTRE OF BRITISH COLUMBIA, and its agents and employees who are Registered Social Workers (RSW) in the Province of British Columbia, agrees to provide the following services and reports. For the purposes of:

DOMESTIC **INTER-COUNTRY ADOPTION** **MINISTRY**

The fee payment entitles the Prospective Adoptive Parents, (clients) to receive a:

HOME STUDY **SUBSEQUENT HOME STUDY** **TRANSFER OF A VALID HOME STUDY**
(Please mark one) which will meet the following criteria:

- the RSW is familiar with the *Adoption Act* and the regulations and will provide clients with information consistent with said *Act* and regulations;
- the RSW will complete a home study or subsequent home study based on The Adoption Centre of British Columbia outline which meets the standards required by the *Adoption Act* and Adoption Regulations;
- the home study and other required reports shall be completed in a timely fashion (approximately 12 weeks for a home study);
- the fees are to be discussed only between The Adoption Centre of British Columbia and the clients, and all client fees are to be remitted to The Adoption Centre of British Columbia directly;
- clients will receive a rough draft of the home study for feedback purposes but no final copy of the home study will be given to anyone but The Adoption Centre of British Columbia for approval;
- given the purpose of the Home study is in part, to assess your ability to provide for the physical and emotional needs of the child, there is no guarantee that the client will be approved to adopt; *any information which may prove to be a barrier to approval such as, but not limited to, medical condition, criminal record, and/or child welfare involvement in any province/country should be disclosed early in the home study assessment;*
- the report is not valid unless it is signed and authorized by The Adoption Centre of British Columbia's administrator;
- alternatives will be discussed with clients where any issues beyond the scope of a home study arise during the process.

The Adoption Centre of British Columbia and the clients agree that The Adoption Centre of British Columbia and Kelowna Community Resources bears no responsibility for any problems which may arise with respect to the physical and/or mental health of a child placed by The Adoption Centre of British Columbia, and in particular the clients agree that they will not make any claim against The Adoption Centre of British Columbia or its employees with respect to any physical or mental health problems of a child placed by The Adoption Centre of British Columbia.

The Adoption Centre of British Columbia, a licensed adoption agency in the Province of British Columbia, agrees to provide adoption services beginning with receipt of your Preparation and Pre-Approval fees, and all other fees as outlined on the Fee Schedule.

This agreement was made in the city of _____ on the _____ day of _____, 20____

Agency Administrator

Prospective Adoptive Parent(s)

CONSENT TO DISCLOSURE OF INFORMATION

Please fill out **either** Part A or Part B as applicable and sign as indicated.

PART A

I/we _____ and _____
(Print applicant's name) (Print applicant's name)

consent to the disclosure of all information about my/our adoption experience with all adoption agencies I/we have been registered with previously (This includes the Ministry of Children and Family Development or provincial government adoption entity). Please list all:

Name	Date of Involvement	Phone number
_____	_____	_____
_____	_____	_____
_____	_____	_____

PART B

I/we _____ and _____
(Print applicant's name) (Print applicant's name)

have not been registered with any other adoption agency or provincial government adoption entity.

If we are or become registered with other agency/agencies for adoption, we agree to advise *The Adoption Centre of British Columbia* and agree to have *The Adoption Centre of British Columbia* notify those agencies directly of any adoption placement which occurs in our home.

We also consent to the release of information to foreign jurisdictions that we are registered to adopt from including but not limited to notifying them of our dual applications and of any placement or imminent placements.

Dated this _____ day of _____, 20__ at _____ in the province of British Columbia

(Signature of applicant)

(Signature of applicant)

FREQUENTLY ASKED QUESTIONS:

1. Do we have to live in Kelowna to complete a Home Study?

No. The Adoption Centre of British Columbia works with prospective adoptive families (and birth parents) throughout the province of British Columbia. We have social workers with whom we contract located in virtually every area of the province to complete home studies and birthparent counselling.

2. Can I set up an information session to discuss further even if I don't live in Kelowna?

Definitely! We work with prospective adoptive parents throughout the province of BC! We would be happy to schedule face to face meetings with those who can travel to our office. However, we understand that this is not always possible. In those cases, we are able to schedule telephone meetings where you can speak to one of our social workers from the luxury of your home or office. We also have information sessions in various communities which you can register to attend.

3. What is a Home Study and how long does it take?

Home studies generally take approximately 3-4 months to complete. A home study involves a social worker sitting down with you (and your children if you are parenting) in a series of discussions to learn more about you and to provide education about adopting. In addition to face to face meetings, you will need to fill out information about yourself through a series of written questionnaires. You will also be required to complete: Criminal Records Checks, Medical Reports, Prior Contact Check with the Ministry of Children and Family Development, and several personal references. At the end of this process, your social worker will write up a report for you to view which outlines information about you as well as the type of child you have been approved to adopt (i.e.: age, gender, special needs/risk factors).

4. How much does adoption cost?

The costs involved in adopting depend on the type of adoption you are interested in pursuing. While we are a fee for service agency, we also operate as a not for profit. This means that all fees charged are to support our operating costs only. We have tried to be as comprehensive as possible in our fee schedules so that families know what to expect. We would be happy to explain any of our fees to you.

While adoption may seem costly for some families, it is important to be aware that some lending institutions will consider adoption loans. In addition, it is helpful for families to know that some of the costs associated with adoption are tax deductible. Please check with *Canada Revenue Agency* for more information on this.

5. What types of adoption are there?

Basically, there are three types of adoptions in the province of British Columbia: “Domestic”, “Inter-country” and “Ministry”. For all three, the first step is to have a home study completed. The home study is the process by which you become approved to adopt.

A “Domestic” adoption involves adopting a low risk newborn infant within the province of British Columbia. Once approved, the prospective adoptive parents compile a profile containing a non-identifying copy of their home study, a Dear Birth Parent Letter and photos. When birth parents approach our agency to make an adoption plan, they are able to view these profiles in order to choose a family for their child. Because birth parents are the ones who choose the adoptive family, there is no way to predict how long prospective adoptive parents might wait.

The Adoption Centre of British Columbia works with birth parents throughout the province of British Columbia.

An “Inter-Country” adoption involves adopting a child from another country other than Canada. We facilitate adoptions from China, Haiti, Ethiopia, Bulgaria, and United States.

Generally speaking, once approved, the prospective adoptive parents would collect additional documents required by the child’s country of origin to include in their adoption dossier. *The Adoption Centre of British Columbia* ensures that the dossier is prepared in accordance with the country’s preferences and then forwards the dossier to the country’s adoption officials. From this point, we work together with the child’s country of origin to ensure that all requirements of the British Columbia *Adoption Act* have been satisfied throughout each stage of the adoption process. Each country develops their own process by which to facilitate adoptions and the process can vary in terms of requirements, process and time frames.

A “Ministry” adoption involves the adoption of a child from within British Columbia ('BC's Waiting Children'). Children are generally older than 2 years of age, reside in foster homes and are legally available for adoption. Within BC, there are approximately 1300 children available for adoption and in need of adoptive families.

6. Can I adopt from other provinces in Canada from BC?

This only occurs when the adoptive parents and the birth parents know each other. Each province in Canada has its own separate adoption legislation. As a result, circumstances can vary widely. For this reason, it would be important to discuss this situation with a social worker directly to determine how to proceed if you had any questions in this regard.

7. What is Openness?

“Openness” refers to a continuum of possible contact between the adoptive parents and the birth family and/or other people to whom the child is attached after the child is placed with the adoptive parents. On one side of the continuum there would be non-identifying contact and an agreement (usually written) to send certain information to each other at certain times through *The Adoption Centre of British Columbia* which would act as a forwarding mailbox. On the other end of the continuum there would be identifying contact whereby the adoptive parents and birth parents would

communicate directly with each other. Contact can involve phone calls, letters, photos, videos, emails and/or visits or a combination thereof. During the home study process, your social worker will discuss this concept with you to provide education and to determine your comfort level. Your preferences with regard to openness will be reflected in your home study write up for birth parents to view.

8. What is a facilitator and can I work without one?

Facilitators may be individuals or agencies. They assist with inter-country adoptions only. They are permitted to charge fees for their services, but the fee must be collected through the licensed adoption agency.

Agencies and Facilitators do not duplicate their services. They have distinct roles, but work cooperatively together. Facilitators' functions vary but generally they arrange for translation and authentication of documents, translation of medical and social histories received from the child's country, transportation and accommodation arrangements in the child's country as well as assistance in obtaining your adoption order if it is being granted in the child's country. While it is possible to work without a facilitator, it is not recommended especially if the prospective adoptive parents are not fluent in the local language of the country they are adopting from. Such tasks are best performed by people with expertise in the procedures specific to the child's country and who are fluent in the local language.

ADOPTION OPTIONS

3 Main types of adoption options for parents:

	Domestic Adoption	Inter-Country Adoption	BC's Waiting Children
Age of children:	<i>Newborn</i>	<i>Mainly under 2 years or variable</i>	<i>Mainly over 4 years of age</i>
Location of child:	<i>Within BC</i>	<i>China, Haiti, Ethiopia, Bulgaria & United States</i>	<i>Within BC</i>
Risk Factors:	<i>Low risk</i>	<i>Variable-Minimal family info</i>	<i>Various special needs and Risk Factors</i>
Placement of child:	<i>Hospital</i>	<i>Orphanages</i>	<i>Permanent Foster Care</i>
Openness:	<i>Letters/photos/visits</i>	<i>Progress Reports</i>	<i>Letters/photos/visits</i>
Reason for Placement:	<i>Voluntary</i>	<i>Poverty, social policies, death, etc.</i>	<i>Involuntary Court Order</i>
Available of children:	<i>Limited</i>	<i>Variable</i>	<i>1300</i>