

ADOPTIVE PARENT CHECKLIST

REQUIRED DOCUMENTATION

Along with your completed Adoption Alliance Application documents, the items listed below must be included in your file before the Director of Social Services can approve you for a placement from the Adoption Alliance. Without this specific documentation your file will not meet Texas Department of Family and Protective Services Minimum Standards.

- _____ 1. **Three (3) Letters of Reference**
If the Social Worker preparing your Home Study uses a specified format, this will be acceptable to The Adoption Alliance. Please have your social worker provide us with copies of all your references. Should you need a Reference Questionnaire we have them available for our clients.
- _____ 2. **Home Study**
Your home study must be prepared in compliance with the attached “Home study Checklist”. The home study must be prepared by a licensed Social Worker; in some states the Social Worker must be affiliated with an adoption agency. Please read the “Home study Checklist” carefully and give a copy to your Social Worker to insure the Social Worker covers all requirements. If you have a home study from a previous adoption, the agency must receive a copy of the original home study and all subsequent updates.
- _____ 3. **Criminal Background, Child Abuse and FBI Clearance**
Your home state will require you to complete a separate fingerprint process as well. All applicants and household members over the age of 14 years must submit Texas fingerprints to comply with Texas Standards.
- _____ 4. **Floor Plan** sketch of home showing dimensions & purposes of all rooms.
- _____ 5. **Photographs:** _____ a. Adoptive parents _____ b. Each child in your home
- _____ 9. **Medical Report** for each member of the home
_____ a. Each adoptive parent.
_____ b. Each child in your home.