

TFI Family Services, Inc. PROGRAM PROCEDURE	No. Page 1 of 2
Section: International Adoption Subject: Review and Approval of Home Studies	
Issue Date: 3/10	Revision Date: 10/18
Compliance: Hague 96.47 (a)(b)(c)(d)	

Purpose:

To ensure that home studies meet the State and Convention requirements

Procedure:

TFI ensures that a home study on the prospective adoptive parent(s) (which for purposes of this section includes the initial report and any supplemental statement submitted to Department of Homeland Security) is completed that includes the following:

- Information about the prospective adoptive parent(s)' identity, eligibility and suitability to adopt, background, family and medical history, social environment, reasons for adoption, ability to undertake an intercountry adoption, and the characteristics of the children for whom the prospective adoptive parent(s) would be qualified to care (specifying in particular whether they are willing and able to care for a child with special needs);
- A determination whether the prospective adoptive parent(s) are eligible and suited to adopt;
- A statement describing the counseling and training provided to the prospective adoptive parent(s);
- The results of a criminal background check on the prospective adoptive parent(s) and any other individual for whom a check is required by 8 CFR 204.311;
- A full and complete statement of all facts relevant to the eligibility and suitability of the prospective adoptive parent(s) to adopt a child under any specific requirements identified to the Secretary by the Central Authority of the child's country of origin; and
- A statement in each copy of the home study that it is a true and accurate copy of the home study that was provided to the prospective adoptive parent(s) or Department of Homeland Security.

TFI ensures that the home study is performed in accordance with 8 CFR 204.311, and any applicable State law.

Where the home study is not performed in the first instance by an accredited agency, TFI ensures that the home study is reviewed and approved in writing by an accredited agency. The written approval must include a determination that the home study:

- TFI will ensure the home study includes all of the information required by paragraph (a) of this section and is performed in accordance with 8 CFR 204.311, and applicable State law; and who meets the requirements 96.37(f).

- Once the TFI home study preparer has completed the home study, the TFI foster care and adoption supervisor or TFI foster care and adoption director will review, provide any feedback if needed, approve and send on to the appropriate agency.
- TFI will take all appropriate measures to ensure the timely transmission of the same home study that was provided to the prospective adoptive parent(s) or to DHS to the Central Authority of the child's country of origin (or to an alternative authority designated by that Central Authority).