

(For internal use)

AAA PARTNERS IN ADOPTION, INC.

- NSOR screening
- GDOC screening
- PDS screening
- CPS

5665 Hwy. 9, Suite 103-351
Alpharetta, Georgia 30004

Phone: 770-844-2080
Fax: 770-844-2075
Web: www.aaapia.org

Melissa Clause
Executive Director

HOME STUDY APPLICATION

The application fee is for the purpose of AAA Partners In Adoption Inc., to be able to determine your eligibility to undergo a home study evaluation of the prospective child’s environment.

Information herein is confidential. Complete application and return to the above address with the following *signed* releases:

- Release of Information-Georgia DFCS (Signed by applicants)
- Release of Information-Georgia Criminal History (Signed by applicants)
- HIPPA Release-Child Protective Services (Signed by applicants and all others 18 or older living in the home)
- HIPPA Release-Sex offender Registry– (Signed by applicants and all others 18 or older living in the home)
(Attach additional HIPPA releases signed by anyone 18 or older living in your home)

Upon receipt of your application, our agency will mail you an acceptance package, and you will become our client. Much of the adoption process is all about *documentation*. You can start with one thing in mind; this process requires that you **retain copies of everything**. Remember that once you are approved, the various costs of your Home Study will continue to accrue until it is completed. We thank you for considering us to be your *partner* in this important process.

Sincerely,
Melissa Clause, Executive Director

Date: _____

Last Husband Wife Maiden Name

Address Street City State Zip

County _____ How long at this address? _____

**If you have not lived in Georgia for the past 5 years consecutively, please list your previous addresses; include counties, and dates of residence.*

Contact Information: Home Phone: _____ Email: _____

Husband: Office Phone: _____ Cell: _____

Wife: Office Phone: _____ Cell: _____

HUSBAND

WIFE

Date of Birth

Place of Birth

Naturalization Date, Place & Serial No.

Social Security No.

Race

Extent of Education

Date and Place of Marriage

Number of Previous Marriages

Termination Date(s) and Place(s)

Occupation

Employer

Annual Earnings

Other Income Sources

Amount and Form of Savings

Have you ever been arrested? **Yes / No** (circle one)

If yes, please provide date of arrest(s), all charges pertaining to each arrest(s) as listed on arrest record, and Judicial Disposition(s) as listed on arrest record. Failure to provide accurate criminal history information may result in a denial of application or termination of home study evaluation process and forfeiture of all fees provided to AAA Partners in Adoption, Inc.

Have you ever been contacted by the Department of Family & Children's Services regarding an allegation of child abuse or any other child-related issue? **Yes / No** (circle one)

If yes, please explain.

Present Job: _____ Since (date) _____
Husband _____
Wife _____

CHILDREN:

	Name	Age	(Adopted or Biological)
1.	_____	_____	_____
2.	_____	_____	_____
3.	_____	_____	_____

(Please include step-children, (age), and grown children, (age), living outside the home.)

OTHERS LIVING IN THE HOME

<u>Name</u>	<u>Age</u>	<u>Relationship</u>
_____	_____	_____
_____	_____	_____

Have you ever applied for or adopted a child from another adoption agency?

When and from what source? _____

Have you ever received an unfavorable recommendation from another adoption agency? _____

How did you hear about AAA Partners In Adoption (also know as “Partners”)?

A “Partners” website- _____ Another website- _____

Another “Partners” family _____

Family member or friend _____ Phone Book _____ Newspaper ad or article _____

Another Adoption Agency _____ Social Worker _____

Adoption Support Group _____ Radio _____

Other _____

CHILD / Children DESIRED: Age Range _____
Sex Preference _____
Siblings: Yes ____ No ____
Country Preference _____
Special Needs: Yes ____ No ____

List the Placement Agency that you have selected, if applicable:

CONTRACT FOR ADOPTIVE HOME STUDY EVALUATION APPLICATION

This is an agreement by and between the applicant(s) and AAA Partners In Adoption, Inc., herein referred to as *Partners*, for an Adoptive Home Study Evaluation.

We, the applicant(s) _____ are desirous of becoming adoptive parents for one or more minor children. Therefore, the applicant(s) and *Partners* agree to the following:

APPLICANT(S)

- a. We have received, read and retained a copy of *Partners'* manual, Policies and Procedure for Adoption. We understand that this manual is made a part of this agreement, and we will abide by its provisions.
- b. We understand that we must comply with all applicable adoption regulations established by the State of Georgia.
- c. The applicant(s) understand that as a pre-adoption requirement, the State of Georgia requires that the agency conduct an Adoptive Home Study Evaluation with the applicant(s) and that certain fees will be required from the applicant(s) for the completion of the Adoptive Home Study Evaluation.
- d. Fee Schedule

Fee Schedule for Home Studies and Post Placement Services*

Service	Fee
Home study Report – Domestic or International (Hague Approved)	\$900.00 (\$250.00 due at initial meeting, \$250.00 due at second meeting, \$250.00 due at third meeting and \$150.00 plus mileage due at home visit.
Home Study – Subsequent Adoption (Second, Third Adoption)	\$600.00 plus mileage due at home visit.
Home Study Update (Domestic and International)	\$350.00 plus mileage due at home visit.
Post Placement Supervision	\$150.00 per home visit plus mileage.
Domestic Adoption Court Report (Agency to Agency)	No charge.
Mileage	\$0.45 per mile.
Copies of Home Study Reports	4 Reports are provided, \$10.00 each additional report

*** All fees are payable when the services are rendered and are non-refundable.**

- e. All adoptive families must secure a criminal background check from the Georgia Bureau of Investigation (GBI). ***Home Study Clients*** will be provided with an instruction sheet in their acceptance packet. All person(s) in the home over the age of 18 must complete a criminal background check.
- f. The applicant(s) and *Partners* understand that because each party has entered into this agreement voluntarily, either party may terminate this agreement and the adoption process by giving written and/or verbal notice to the other party.
- g. I understand that in the course of the adoption process, certain documents and information, considered to be confidential, may be made available to persons for specific purposes related to the adoption process. I authorize *Partners* to release such information as deemed necessary.

- h. I understand I must provide complete and honest information to *Partners* so that they can fulfill their legal responsibility to investigate my feasibility as an adoptive parent. I understand that *Partners* can terminate my contract and that I will forfeit any payments already made to *Partners* up to the date of termination if I withhold information or provide incorrect information to the agency.

Examples of omissions or misrepresentations which might prompt the agency to terminate the contract are: withholding information or providing incorrect information relating to an arrest or the alleged commission of a misdemeanor or felony, or any criminal record arising out of an arrest (this includes failure to disclose a criminal offense under the First Offender's Act); withholding or providing incorrect information concerning the applicant's biographical, social-economic, or medical histories.

I understand that it is my responsibility to inform *Partners* within 48 hours at any time during the home study process if my circumstances change. Examples might include, but are not limited to, the following: an arrest or alleged commission of a misdemeanor or felony, significant changes in employment or health situations, move, etc.

AAA PARTNERS IN ADOPTION, INC.

- a. *Partners* will conduct and complete an Adoptive Home Study Evaluation.
- b. *Partners* will complete the accompanying reports for the file, the State of Georgia, the foreign court, and/or cooperating agency, etc., and the necessary paperwork for the Finalization of the adoption.
- c. The undersigned acknowledge that just because *Partners* may undertake a home study evaluation at their express request and may also undertake one or more post-placement visits at their request, *Partners* is not the legal custodian or guardian of the child to be placed unless the surrenders of parental rights run expressly in favor of *Partners*. As a consequence, in those instances when *Partners* is not the legal custodian or guardian of the child, *Partners* has no independent right or responsibility to take custody of a child placed with the prospective adopting parents for adoption simply by virtue of its performance of the aforementioned services.
- d. For and in consideration of the services rendered by *Partners* to the applicants herein, the applicants hereby release and forever discharge and by these presents do for themselves, their heirs, executors, administrators, successors, and assigns may and all claims arising out of *Partners*' performance of said services, and further agree to indemnify and hold harmless *Partners* from any and all claims arising there from.

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- e. The undersigned acknowledge that as part of the services rendered by *Partners* in the preparation of a home study or in providing post-placement visits *Partners* may express opinions concerning *Partners'* understanding of its obligations under the law as a licensed child-placing agency in the State of Georgia, which may also include an expression of opinions concerning surrenders of parental rights and the finalization of adoption in the State of Georgia. The undersigned acknowledges that these expressions of opinion do not amount to providing legal advice, or legal opinion, nor does it constitute the practice of law in the State of Georgia. The undersigned will consult an attorney-at-law should they require legal advice as to adoption law in general or their rights and remedies in particular under Georgia or any other state's law.

Applicant

Date

Applicant

Date

AAA Partners in Adoption, Inc., Representative

Date