

International Child Foundation, Inc.

Providing International & Domestic "ABC" Adoption Services



Hague Accredited Licensed Non-Profit Agency, Domestic & International Adoption & Family Services
 11449 N Mandarin Lane, Tucson AZ 85737 www.childfound.org www.abcadoptionhelp.org
 Toll free 877 542-8813 Phoenix 480 751-1015 Tucson 520 531-9931 Efax 760 682-2832

HOME STUDY SERVICES & POST PLACEMENT AGREEMENT

This agreement is entered into by and between International Child Foundation, Inc., a licensed non-profit Hague accredited 501c3 child placing agency licensed in the state of Arizona, (referred to as the Agency) and the Family _____, residing at _____, AZ _____. It is agreed as follows:

- A. The Agency shall provide a home study and/or post placement services for the purpose of adoption, with all associated duties, in accordance with State and Hague Convention regulations.
- B. The duties include:
 1. Educate families regarding the general process and risks associated with adoption.
 2. Educate families on issues of raising adopted children.
 3. Assess the suitability and preparedness of the family for adoption.
 4. Provide a home study in compliance with State, Federal and County laws, as applicable.
 5. Provide a home study in compliance with the country of adoption.
 6. Provide post placement services in compliance with US and foreign requirements.
 7. Provide referrals for pre- or post placement counseling to families as needed.
- C. Families have the right to receive a copy of the Agency's fee policy.
- D. The social worker will provide the family with instructions regarding document requirements and forms for the medical report, reference letters, financial statement, employment, guardianship, discipline and insurance.
- E. The client will pay a one-time Agency application fee of \$300 which covers internal processing of application paperwork for all future services.
- F. Home Study Fees:

Home Study for Domestic Adoption	\$1400	Due with Agreement
Home Study for International/Hague Adoption*	\$1550	Due with Agreement
*\$200 Additional fee for home study requiring extra visit and interview, such as China, or extra agency documentation, such as Russia	+\$200	Due with Agreement for home study with extra requirements
Home Study for Custody or Step Parent Adoption	\$850	Due with Agreement

G. Home Study Extension or Revision Fees:

Extension/renewal of unexpired Home Study for Domestic Adoption	\$750	Due prior to visit
Extension/renewal of unexpired Home Study for International/Hague Adoption*	\$1200	Due prior to visit
*Additional fees will apply if more than one home visit or extra documentation is required	Estimate +\$200	Due prior to visit
Revision or amendment to certified unexpired Home Study for AZ Court and/or USCIS with no visit required	\$350	Due at time of requesting service
Revision or amendment to certified unexpired Home Study for Court and/or USCIS with visit required (Such as if family has moved to a new residence or installed pool fencing or if other adults have moved into the home or other changes in circumstances.)	\$500	Due prior to visit

H. For families inquiring about waiting children on the internet: ICF charges \$50 to transmit the Home Study on the family's behalf and communicate with placing agencies, per request.

I. Pre-paid Post-Placement (or Post-Adoption) Report fees: ICF requires a minimum of three post placement visits after placement of child in domestic or international adoption. Some foreign countries require reports until a child turns age 18; please consult your placing agency if planning an international adoption. Some countries or placing agencies require that fees for post placement reports be paid in advance to ensure compliance with state, agency or foreign requirements, as family failure to comply can jeopardize the future of adoption or an agency's credentials and good standing. ICF requires pre-payment for three visits/reports as follows, although if a placing agency requires pre-payment for more than the reports listed below, then the family and ICF will comply with the placing agency standards. Post Placement and Post Adoption visit and report fees:

J.

3 Domestic Post-Placement visits, one 30 days after placement, a second visit 90 days after placement, and the third visit and Social Study report for Court for finalization of adoption 30 days prior to hearing*	\$1150	Due with Domestic Adoption Agreement
Individual Domestic Post Placement visit	\$325	Due at time of requesting service
3 International Post Placement or Post Adoption reports for one child; for each additional adopted child included in report add \$50; minimum of 3 reports at 6 months, 12 months, 24 months	\$1050	Due with International Adoption Agreement
Individual International Post Placement or Post Adoption reports for one child; for each additional adopted child included in report add \$50	\$350	Due at time of requesting service
Social Study report for Court for finalization of an international adoption 30 days prior to hearing*	\$500	Due at time of requesting service
*Additional fee is required if social worker is	+\$150	Due prior to visit for

required to appear at Court finalization hearing, as is required in Pima County.		Social Study report
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- K. **Excess travel costs:** should the social worker travel more than 20 round-trip miles to provide a service, such as a home visit or to be present at court, a fee of \$1.50 per mile will be charged; this fee includes \$1 per mile for social worker time and .50 per mile for gas and payable to ICF in advance of appointments.
- L. **Excess time costs:** should the agency be requested to provide additional counseling or instruction outside the standard of four to six hours of home study meetings, the fee for said time shall be invoiced at the agency rate of \$90 per hour.

PAYMENT TERMS & SCHEDULES:

1. Payment for service is due with the return of this agreement. Fees are non-refundable, with the exception of pre-paid post placement report fees.
2. Fees for any service are due at the time of service request, prior to meeting with a family.
3. The home study draft will be emailed to the Family and/or the Placement agency, upon request, for review.
4. The Family will be provided three original signed copies, notarized upon request.
5. Mileage charges will apply to each visit if travel is in excess of 20 miles RT.
6. Requests for letters on agency letterhead are subject to a fee of \$100 per original letter, at time of request.
7. The Family understands that the Agency has no control over approval from USCIS.
8. The Family understands that the Agency does not guarantee the acceptance of a family by any country.
9. The Family understands that the Agency does not guarantee the approval of a family and that fees are not refunded in the event that the Agency does not recommend a family as prospective adoptive parents.
10. The Family understands that any history of legal offenses or other circumstances may require a psychological evaluation and if required by the Agency, adoption placing agency or foreign government, the family will comply and bear the cost.
11. The Family understands that any withholding of information or providing inaccurate information may result in the denial of Agency recommendation as adoptive parents.
12. The Family hereby asserts that they have never been denied approval for adoption in the past.

This represents the entire Home Study agreement signed this _____ day of _____, 20_____.

Adopting Parent Signature



Adopting Parent Signature

ICF Representative

Please retain a copy of this agreement for your records.

International Child Foundation, Inc.

For Families initiating an ICF Home Study -- Home Study Services Personal History Outline

Personal Background Information: Prospective MOTHER

I would like to adopt because...			
About my Parents:			
Father Name		Mother Name	
Date of Birth		Date of Birth	
Father's occupation		Mother's occupation	
My parents had a marriage I would describe as			
I am _____ years old and I was born in the city of _____ in the state of _____			
Physical appearance (include eye color, hair color, other descriptive features)			
My childhood was spent in (locations)			
My parents style of parenting is best described as			
My parents showed love or affection by			
My parents disciplined their children by			
My fondest family memory is			
Education			
High School Name _____		Grade Completed _____ Year _____	
College _____		Degree or Grade _____ Year _____	
Hobbies, sports, extracurricular school activities			
Other educational degrees or certificates			
Current hobbies, sports, affiliations			
Social life and recreational activities			
I married my spouse on (date) _____ in the city of _____ in the state of _____			
I would describe our marriage as			
Siblings (continue on back of page if needed)			
Brothers	Age	Sisters	Age
I plan to discipline my children by			
If adopting internationally, I plan to preserve my child's heritage by			

Personal Background Information: Prospective **FATHER**

I would like to adopt because...			
About my Parents: Father Name _____ Mother Name _____ Date of Birth _____ Date of Birth _____ Father's occupation _____ Mother's occupation _____ My parents had a marriage I would describe as _____			
I am _____ years old and I was born in the city of _____ in the state of _____			
Physical appearance (include eye color, hair color, other descriptive features)			
My childhood was spent in (locations)			
My parents style of parenting is best described as _____ My parents showed love or affection by _____ My parents disciplined their children by _____ My fondest family memory is _____			
Education High School Name _____ Grade Completed _____ Year _____ College _____ Degree or Grade _____ Year _____ Hobbies, sports, extracurricular school activities _____ Other educational degrees or certificates _____			
Current hobbies, sports, affiliations			
Social life and recreational activities			
I married my spouse on (date) _____ in the city of _____ in the state of _____			
I would describe our marriage as _____			
Siblings (continue on back of page if needed)			
Brothers	Age	Sisters	Age
I plan to discipline my children by _____			
If adopting internationally, I plan to preserve my child's heritage by _____			

