



Tennessee Department of Children's Services

Checklist for Preparing Adoptive Parents

Child's Name		DOB	
Adoptive Parent(s) Name		Adoptive Parent(s) Name	

The following items must be reviewed with all prospective adoptive parents prior to adoption finalization. This can be done through counseling, training or a one-on-one interview.

Initial each box that has been completed below:

- ☐ The adoptive parents have received information on the lifelong adoption process and its meaning.
- ☐ The adoptive parents have received information on the process for completing adoption including the criteria used to select the adoptive parent and the availability of adoption subsidies and post-adoption services.
- ☐ The adoptive parents have received education on the needs of children awaiting adoptive families.
- ☐ The adoptive parents have received education on the benefits and responsibilities of openness in adoption.
- ☐ The adoptive parents have received education and training on child development and parenting techniques including caring for a child with special needs.
- ☐ The adoptive parents have received education and training on attachment and bonding and possible impact on their family.
- ☐ The adoptive parents have received education, training information and support that address raising a child of a different race, ethnicity, culture or religion.
- ☐ The adoptive parents have received education on the changing roles and relationships following finalization.
- ☐ The adoptive parents received information on helping a child cope with separation and loss, history of maltreatment, and identity development.
- ☐ The adoptive parents have received the following information during full disclosure and prior to finalization:

Historical Information:

- ☐ Presentation Summary
- ☐ Birth Family History

Psychological Records:

- ☐ Psychological/Psychiatric Evaluation
- ☐ Counseling Notes

Verifications:

- ☐ Intent to Adopt
- ☐ Adoption Assistance Application
- ☐ Adoption Assistance Agreement
- ☐ Adoption Assistance Rate Request
- ☐ SSI Award Letter

Educational Records:

- ☐ Psycho-educational Evaluation
- ☐ Individual Education Plan (IEP)

Medical Documents:

- ☐ Birth Records
- ☐ Physical Exams and Treatment Plan
- ☐ Dental Exams
- ☐ Medication Documents
- ☐ Immunization Record

Resource Information:

- ☐ ASAP Brochure
- ☐ Adoption Materials
- ☐ Developmental Materials
- ☐ Scholarship Information
- ☐ Federal Tax Credits
- ☐ Social Security Card Application
- ☐ Adoption Preparation Training
- ☐ Family Resource Directory
- ☐ Contact Information for Subsidy Specialist

Child's Name		DOB	
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Check the "Forms" Webpage for the current version and disregard previous versions. This form may not be altered without prior approval.

Distribution: Resource Parent File/ Adoptive Parent

RDA 2982

Adoptive Parent(s) Name		Adoptive Parent(s) Name	
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The Department of Children's Services/Private Provider has provided me with the most complete information in its possession that is legal to provide from medical and family service providers and/or the birth family. All information contained in documents presented to me is believed by the Department/Private Provider to be accurate according to information gathered from other sources. I acknowledge that it is possible the child could have physical, mental, developmental, emotional, and/or behavioral problems that were unreported and unknown to the Department/Provider. I further understand that, as with any child, problems with physical, mental, developmental, emotional, or behavioral issues may arise in the future that do not currently exist or that are unknown to the Department/Provider, and that no child welfare agency can guarantee the future health and happiness of a child. Medical, Psychological, and Education advice should be sought to clarify questions pertaining to existing diagnosis and treatment plans as needed.

 Adoptive Parent Signature (Date)

 Adoptive Parent Signature (Date)

 FSW/Perm. Specialist Signature (Date)

 Private Provider Signature (Date)