



***Please note that this is only a template. This will be tailored to your specific adoption process once we have received your initial intake information and a Foreign Supervised Provider has been identified.**

Family Service Plan: COUNTRY

Family Name: NAME

A copy of this plan is maintained in the family’s file. The purpose of the service plan is to ensure the family is aware of which providers are providing or facilitating which of the six (6) Adoption Services. Frank Adoption Center (“FAC”) will be acting as the family’s primary provider, meaning FAC will provide or otherwise ensure the services below are provided to the family.

Adoption Service Plan			
<u>Adoption Service</u>	<u>Who is providing which adoption service?</u>	<u>What actions will be taken by whom to complete the adoption service?</u>	<u>When will the actions be taken to complete the adoption service?</u>
Identifying a child for adoption and arranging an adoption	FAC and the foreign supervised provider (“FSP”) arrange the adoption. The FSP is FSP Name . In COUNTRY , the CA , the public foreign authority, identifies the child for adoption.	<p>The competent authority (“CA”) communicates with the orphanage/children’s home or foster home and collects information regarding children in need of families to <u>identify</u> children for adoption. The CA includes the child’s information in a database or file for the purpose of referring the child to a registered prospective adoptive family. The CA has a designated a committee that meets regularly to identify children for adoption by families with properly registered dossiers to identify a child for adoption by a specific family.</p> <p>FAC <u>arranges</u> the adoption by ensuring the family has a completed the applicable state, federal, foreign, and</p>	<p>The child may be identified by the CA as a child in need of a family at any time, but this typically occurs after the child has been residing in an orphanage/children’s home or foster home for a substantial period of time.</p> <p>The CA <u>identifies</u> the child for adoption by a specific family only after the family’s dossier has been submitted and accepted by the CA. The timeframe for the identification and referral of a child is unknown, as there are numerous factors affecting such a time frame. The typical length of time from dossier acceptance to referral of a child is Timeframe.</p> <p>FAC’s role in <u>arranging</u> an adoption occurs throughout the duration of the adoption procedure until adoption finalization. The</p>

		<p>international requirements necessary for adoption. FAC ensures the family has a completed home study, guides the family in the completion of the dossier (which is used to match the child to the family by the CA), acts as a liaison between the FSP and the family to arrange the legal adoption procedure, and collects all necessary documents for a full and complete family file in the United States and for court abroad.</p> <p>FAC's FSP <u>arranges</u> the adoption by scheduling appointments, translating documents, registering the family's dossier with the CA, following up on a family's dossier and/or referral, and accompanying the family to legal proceedings and appointments with the CA while in country.</p>	<p>home study process is typically completed with 3-8 months, the dossier within the next 3-4 months, the referral of a child within the next 3 months – 3 years, the adoption within the next 3 months – 2 years.</p> <p>The FSP involvement in <u>arranging</u> a family's adoption procedure begins after the dossier is submitted to the country by the FSP and ends with the family immigrating to the United States with the child. After the dossier is accepted, the FSP may follow up with the CA and others as needed. The FSP will arrange the legal procedure after the referral is accepted by the parents. From the time of referral acceptance until legal adoption is approximately <u>X-XX months</u>.</p>
Securing the necessary consent to termination of parental rights and to adoption	In <u>COUNTRY, XXX</u> , a competent authority ("Court") secures the necessary consents to termination of parental rights and adoption.	To secure the necessary consents to termination of parental rights, the Court summons known birth parents and any other known individual who must consent to the adoption. The court will require the necessary parties to consent to the termination of parental rights and adoption during a legal proceeding in the Court.	The consents are secured, and parental rights are terminated by the Court before the country refers the child with the family. This service may occur soon after the child enters alternative care of may be completed shortly before the referral is issued by the CA to the family.
Performing a background study on a child or a home study on prospective adoptive parent(s), and	<u>Home study</u> : If the family resides in North Carolina, the home study may be provided by FAC, the primary provider. Non-North Carolina families, and those that are not completing a home study with FAC, will disclose	<u>Home study</u> : The actions taken by the home study preparer, FAC or an exempted provider of FAC, are based on the requirements of each respective state. The actions may include but are not limited to gathering background documentation as required by state law, reviewing such documentation,	<u>Home study</u> : The home study process will begin after becoming a client of FAC. The time frame for when this service will be completed depends on the family and their respective home study provider. Typically, this process takes 3-9 months.

<p>reporting on such a study</p>	<p>information about their home study provider below. This home study provider is an exempted provider of FAC.</p> <p><u>Child study</u>: The child study will be performed by the CA and the FSP.</p>	<p>conducting interviews and a home visit, and drafting a home study assessment.</p> <p><u>Child study</u>: The actions taken by the CA to perform and report on the child study include collecting information regarding the child directly from the child’s caregiver, medical provider, birth family and others. The actions taken by the FSP will depend on the information provided to the FSP from the CA and may include obtaining follow up medical information, obtaining photo(s), seeking clarification of inconsistent or unclear information contained within the child study and any other action deemed necessary by the FSP or FAC to create as complete of a child study as is possible.</p>	<p><u>Child study</u>: A background study on the child, which includes a photo, medical and social information about the child is initially conducted prior to the child being referred. This information becomes a part of the family’s referral packet. Typically, from dossier acceptance to receipt of a child study is XX-XX months.</p> <p>If the information is not full or complete or additional information is desired, FAC and its FSP will make efforts to obtain additional child-specific information until finalization.</p>
<p>Making non-judicial determinations of the best interests of a child and the appropriateness of an adoptive placement for the child</p>	<p>The non-judicial decisions regarding the best interests of the child and the appropriateness of an adoptive placement for the child are made by FAC and the CA.</p>	<p>The CA’s designated committee makes the non-judicial determination regarding which registered family should receive a particular child’s referral. The committee reviews the child’s information and the family’s dossier, which includes the family’s home study assessment, to make the determination that the referral and placement would be in the child’s best interest.</p> <p>FAC makes the non-judicial determination regarding the best interests of the child and appropriateness of the adoptive placement by reviewing the family’s</p>	<p>The CA makes the initial determination regarding the child’s best interests and appropriateness of placement prior to issuing a referral to the prospective adoptive family.</p> <p>FAC’s Non-judicial determinations regarding the best interests of the child and appropriateness of adoptive placement are made throughout the duration of the adoption process from referral to finalization of the adoption. These are decisions are continuously re-assessed by FAC, as needed, to make sure a child is placed in an appropriate, safe, and loving home.</p>

		eligibility, conducting or reviewing and approving the home study, reviewing and approving the referral, and monitoring the family until finalization of the adoption.	
Monitoring a case after a child has been placed with prospective adoptive parents until final adoption	<p>In Country, the child is placed with the family only after the adoption is final. Thus, this service is not provided in Country.</p> <p>In Country, the child is placed with the family prior to the adoption finalization. For North Carolina families, FAC will monitor the case until final adoption. Non-North Carolina families, will have a domestic supervised provider of FAC monitoring the case until final adoption in cooperation with FAC.</p>	<p>As there is no post-placement phase from Country, no actions need be taken towards the completion of this service.</p> <p>In Country, during the post-placement phase, FAC will ensure that all post-placement reports are completed and submitted to the child’s country of origin and will regularly communicate with the family until receipt of confirmation that the adoption is finalized.</p> <p>FAC may conduct post-placement visits and reports for North Carolina families. A domestic supervised provider of FAC may conduct post-placement visits and reports for non-North Carolina families and those not completing post-placement reports with FAC.</p>	<p>As there is no post-placement phase from Country, no actions need be taken towards the completion of this service.</p> <p>Where a child is placed with a prospective adoptive family, but the adoption is not yet finalized, the placement must be monitored until finalization of the adoption. In Country, the post-placement reporting, and monitoring occur from the time of placement until finalization. Post-placement visits and reports must be completed at 3 months, 6 months, 12 months and 24 months. The time from placement to adoption finalization depends on state law, but typically occurs between 6 and 24 months from placement.</p>
When necessary because of a disruption before final adoption, assuming custody of a child and providing or facilitating the provision of childcare or any	In Country , the child is placed with the family only after the adoption is final. The time between placement and a finalized adoption is the post-placement phase. A disruption means the interruption of a placement for adoption during the post-placement period. As there is a final adoption	<p>As there is no post-placement phase from Country, no actions need be taken towards the completion of this service.</p> <p>FAC will communicate with all necessary parties including the prospective adoptive parents, child welfare organizations, and the like, to create and implement a case-specific disruption plan, plan for the assumption</p>	<p>As there is no post-placement phase from Country, no actions need be taken towards the completion of this service.</p> <p>FAC will provide this service during the post-placement phase before final adoption to support the family and child.</p>

<p>other social service pending an alternative placement</p>	<p>before placement in Country, and thus no post-placement phase, this service is not provided in Country.</p> <p>In Country, the child is placed with the family prior to the adoption finalization. FAC is responsible for assuming custody of a child and providing or facilitating the provision of childcare or any other social service pending an alternative placement. FAC in conjunction with local state or county child welfare organization will assume custody of the child when necessary pending an alternative placement.</p>	<p>of custody and plan for the provision of childcare or any other social service pending an alternative placement.</p>	
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For families utilizing an agency other than FAC to provide home study or post-placement services.

Home Study Agency	
Name of Agency:	
Address of Agency:	
Contact Person Name and Email:	
Has this agency been approved in writing by FAC?*	

*Please attach confirmation of FAC’s approval of the home study provider and post-placement provider, if applicable.

Post-Placement Agency	
Name of Agency:	

Address of Agency:	
Contact Person Name and Email:	
Has this agency been approved in writing by FAC?*	

*Please attach confirmation of FAC's approval of the provider listed above.

Disclaimer: Above you will find the names of individuals and entities that may be acting as a supervised or exempted provider of Frank Adoption Center. Should you have concerns regarding any of the individuals or entities mentioned herein we encourage you to reach out to us. We are always seeking to improve our services. Your feedback is valued and valuable. The providers indicated herein can may change. The process and services provided within the adoption process may also change with or without notice.

Signature of First Parent Print Name of First Parent Date of Signing

Signature of Second Parent Print Name of Second Parent Date of Signing