



INDIANA DEPARTMENT OF CHILD SERVICES CHILD WELFARE POLICY

Chapter 9: Interstate Compact on the Placement of Children (ICPC) **Effective Date:** August 1, 2014

Section 07: Private Interstate Adoptions **Version:** 3

STATEMENTS OF PURPOSE

The Indiana Department of Child Services (DCS) requires approval by the DCS Interstate Compact on the Placement of Children (ICPC) Office of all private, interstate adoptions by Indiana families of a child from another state.

DCS will require written verification that the child is legally free for adoption prior to approving the ICPC adoption referral. Verification should include copies of the Termination of Parental Rights (TPR) court order or copies of signed consents to adopt, and verification that a Licensed Child Placing Agency (LCPA) is involved (if applicable).

In accordance with the [American Public Human Services Association](#) (APHSA) guidelines, the child may not leave the sending state without the approval of both the sending and receiving state's interstate offices.

DCS will not pay any costs or fees associated with private, interstate adoptions except as provided for in a fully executed adoption assistance agreement between the adoptive parents and DCS.

Note: For non-private, interstate adoptions, it is the responsibility of the state with placement and care responsibility of the child prior to the adoption to provide adoption assistance in those cases; not the state of residence of the adopted child/family. This policy does not apply to adoptions involving DCS wards or wards of other state child welfare agencies. See separate policies, [9.01 Request to Place in Another State](#) and/or [9.02 Request to Place a Child in Indiana](#).

Code References

[IC 31-28-4-1: Enactment; provision](#)

PROCEDURE

The DCS ICPC Office will ensure the private agency coordinating the adoption completes a referral packet and submits three (3) identical copies of the referral packet and five (5) copies of the Interstate Compact on the Placement of Children Request (100A) form to the sending state's ICPC Office. The referral packet should include the following:

1. Cover letter detailing reason for the referral;
2. Child's social history;
3. Child's medical history;
4. Psychological and any other reports current within the past year;
5. Court order of TPR, signed consents to adoption by birth parents, or notice of publication on a missing parent regarding the adoption proceedings;

6. Native American statement included in the TPR order or the surrender attested to by both natural parents as stated below:
 - a. I am not an enrolled member of an Indian Tribe or an Alaskan Village, and
 - b. To the best of my knowledge, I am not eligible for membership in an Indian tribe or an Alaskan Village.
7. Proof of publication or no registration with an applicable Putative Father Registry if there is a putative father whose rights have not been terminated or no birth father is named;
8. A legal risk agreement signed by the adoptive parents;
9. A statement by the designated LCPA or licensing agency describing counseling that has been provided to the birth parents concerning their rights and the services available to them if they choose to parent instead of placing the child for adoption;
10. Legal documentation of the child's availability for adoption in the form of either:
 - a. A court order terminating parental rights, or
 - b. A notarized surrender of parental rights.
11. Written background information on the birth parents; and
12. Home study including background check information regarding the adoptive family.

The DCS ICPC Office will:

1. Review the referral for accuracy and completeness within three (3) business days of receipt;
2. Sign the 100A form and send it to the receiving state's ICPC Office if the referral packet is complete; and
3. Send the 100A form to the LCPA or licensing agency that originally made the referral once it is approved by the receiving state.

The receiving ICPC Office will:

1. Review the referral for accuracy and completeness; and
2. Sign the 100A form and return it to the sending ICPC Office if the referral is approved.

PRACTICE GUIDANCE

N/A

FORMS AND TOOLS

Interstate Compact on the Placement of Children Request (100A)

RELATED INFORMATION

N/A