**Adoption Process Checklist**

**LAS approved case for adoption.**

**Child summary/Genetic and Medical history form**

* Should be complete 60 days after approved for adoption by LAS

**Permanency Committee (if applicable)**

* Sibling planning
* Significant relationship

**Schedule Permanency Staffing to start adoptive home study.**

**Adoption Selections –Child summary, genetic and medical history, and adoptive home study complete**

* Relative or current caretaker alone
  + Case worker selection (255 form)
* Significant relationship (if applicable) or recruitment
  + Child under the age of 6 with no special needs
    - Case worker selection –
  + Sibling group or child with significant special needs
    - Regional adoption committee
* Two relatives or Current caretaker and relative or Employee
  + Central Office Committee

**Mediation (if applicable)**

**Placement designated.**

* Legal Risk
* Legally Free
* Required material for Adoptive Families (963 material)

**Legally Free**

* Adoption Assistance Submitted
* Statement of Verification of Adoption registry
* Order any further medical records
* Putative father Affidavit **(if applicable)**

**Adoption Assistance/Mediation Complete**

* Recommendation to finalize