



# Non-Related (Independent) Adoption Checklist *(including certain international adoptions)*

- \_\_\_\_\_ Petition
- \_\_\_\_\_ Verification that petitioners, birth parent or child has been OR resident for at least 6 months continuously prior to filing (noted in the petition).
- \_\_\_\_\_ Adoption Disclosure Statement Form(**summed up**)\*\*
- \_\_\_\_\_ Signed consents for children 14 or older (if applicable)
- \_\_\_\_\_ Consent of Birth mother signed after birth (or show cause hearing documentation)
- \_\_\_\_\_ Consent of Birth father (or show cause hearing documentation)
- \_\_\_\_\_ DHS **246** & **246A** Forms (medical/genetic history report), filled out as best as possible\*\*
- \_\_\_\_\_ Compliance with UCCJEA (*Uniform Child Custody Jurisdiction & Enforcement Act*).
- (NOTE: PURSUANT TO 109.767, USE CURRENT LANGUAGE VERBATIM.)**
- \_\_\_\_\_ Compliance with ICWA (Indian Child Welfare Act; include correspondence with tribe(s)if applicable.)
- \_\_\_\_\_ Compliance with ICPC if applicable. (Interstate Compact on the Placement of Children; 100A and 100B forms submitted to ICPC)
- \_\_\_\_\_ Petitioner’s address and phone number
- \_\_\_\_\_ Birth parent(s)’ address (if known)      \_\_\_\_\_ birth mother      \_\_\_\_\_ birth father
- \_\_\_\_\_ Independent Adoption post-placement report fee (\$675) made payable to DHS
- \_\_\_\_\_ **Voluntary Adoption Registry** (*sample form available Online*)
  - \_\_\_\_\_ Petitioners      \_\_\_\_\_ Birth mother      \_\_\_\_\_ Birth father
- \_\_\_\_\_ Copy of Home study and/or Certificate of approval (if applicable)
- \_\_\_\_\_ Child Protective Service & Criminal history information (in the home study)
- \_\_\_\_\_ Affidavit and Verification re: adoption-related counseling [consenting birth parent(s)]\*\*
- \_\_\_\_\_ Adoption Report Form\*\* (Parts 1 & 2 filled out)      \_\_\_\_\_ Court Case Number
- \_\_\_\_\_ Statement of service on parents of the deceased or incapacitated parent, if names/addresses are known or readily ascertained by the petitioner(s) or statement that this requirement has been waived by the court, if applicable.

Assign **post-placement report** to (Agency) \_\_\_\_\_ (*internal use only*)

NOTES: \_\_\_\_\_  
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