

# Post Adoption Contact Requests/Information

## **The Post Adoption Program responds to requests made under California's Mutual Consent Program and the Adoptions Information Act.**

An adoptee adopted from Alameda County, or their birth parent(s), may submit a notarized *Consent for Contact* form (AD 904). If consents are received from both the adult adoptee (18 years of age or older) and from his/her birth parent(s), names and contact information will be disclosed to both parties. The law prohibits licensed adoption agencies from soliciting consents and providing search services for adoptees or birth parents.

## **Sibling Contact**

Through the Mutual Consent Program, adoptees and siblings may also submit a notarized *Waiver of Rights to Confidentiality for Siblings* form. The law prohibits the adoption agency from soliciting waivers.

**For Adoptees or Siblings 18 Years of Age or Older:** If Alameda County Adoptions receives a *Waiver of Rights to Confidentiality for Siblings* form (AD 904A) from the adult adoptee (18 years of age or older), and one from his/her sibling, the names and addresses can be disclosed to both parties so that they may contact one another.

**For Adoptees or Siblings Under 18 Years of Age:** If Alameda County Adoptions receives a *Waiver of Rights to Confidentiality for Siblings - Under 18 Years of Age* form (AD904B) from the adoptee and from his/her sibling, the adoptive parent, birth parent, legal parents or guardian must sign the waiver form in order for the names, addresses, and phone numbers to be disclosed to the requesting parties.

## **Release of Non-Identifying Information**

Upon written request, the Post Adoption Program also provides written information from closed adoption files for adult adoptees and birth parents. Only non-identifying information can be disclosed, unless both the adult adoptee and the birth parent(s) have a signed, notarized *Waiver of Confidentiality* on file with the agency. Written information from closed adoption files may include information regarding siblings known at the time of the adoption.

**For further information, contact the Post Permanency Unit.**  
**You may also visit the state website to download forms at:**  
<http://www.cdss.ca.gov/Adoptions>

Post Permanency Phone Line  
(510) 268-2553

# Post Permanency Services

Post Permanency Services  
Phone Line: (510) 268-2553  
Monday--Friday  
8:30 a.m.--5 p.m.

Serving Alameda County  
Social Services Agency's  
Post Adoption and  
Kin-GAP Families.



Photographed by Robin Fryday for The Bay Area Heart Gallery



# Post Permanency Program What We Do

The Department of Children and Family Services' Post Permanency Unit provides post permanency services to adoptive families and legal guardian families who are receiving Adoption Assistance Program (AAP) or Kin-GAP (KG) funding from Alameda County. We also respond to requests by adoptees, siblings or birth parents, whose adoptions were completed through our agency, for non-identifying background information and contact information through the state's Mutual Consent Program and the Adoption Information Act.

The program consists of a unit of child welfare workers who offer service referrals to adoptive families and legal guardians receiving KG. The unit's primary responsibilities are to provide support to families formed through adoption or guardianship. The unit also manages the agency's AAP and the post permanency KG program reassessments.

The Post Permanency Unit answers and responds to inquiries received on the post permanency phone line.

**Post Permanency Phone Line**  
**(510) 268-2553**  
Monday-Friday 8:30 a.m.—5:00 p.m.



Photographed by Robin Fryday for The Bay Area Heart Gallery

# Post-Dependency Kin-GAP Frequently Asked Questions

**1. Q.** How do I change or end the Legal Guardianship Order?

**A.** The legal guardian should call the CPS Hotline at (510) 259-1800 if the child needs to come back into care. To change the guardianship order or to add a co-guardian, a JV-180 *Request to Change a Court Order* will need to be completed and filed with the Juvenile Court so a hearing can be scheduled.

The JV-180 form can be found online at:

<http://www.courts.ca.gov/documents/jv180.pdf>

After completing the form the legal guardian needs to file it at the Juvenile Court Clerk's Office at the:

Juvenile Justice Center  
2500 Fairmont Dr, Ste. 3013  
San Leandro, CA 94578

**2. Q.** Can a KG child or young adult live outside of the guardian's home?

**A.** A child may leave their guardian's home temporarily for a visit or a vacation, but their residence must be with the guardian. A young adult (over age 18) with extended benefits to age 21 may live out of their relative's home, as long as the relative continues to support them financially.

**3. Q.** Does funding end if the child is temporarily placed out of my home (by probation or county foster care)?

**A.** Yes. KG funding stops if child is no longer living in the home of the legal guardian. If the child returns to the guardian's home, the guardian may contact the foster care eligibility information line at (510) 268-2500 to request that KG funding be restarted.

**4. Q.** Does KG funding end when the legal guardian passes away?

**A.** Yes. KG funding can only be paid to the KG legal guardian. It cannot be transferred to another relative caregiver. *The Juvenile Court will need to re-establish the child's dependency, in order to assess other family members for care and/or change the child's permanent plan. Birth parents must be notified and have a right to request return of the child.*

**5. Q.** Where can I obtain a copy of my Guardianship Orders?

**A.** At the Juvenile Court Clerk's Office at the:

Juvenile Justice Center, Ste 3013  
2500 Fairmont Dr, San Leandro, CA 94578

**6. Q.** Can KG funds be paid directly to the 18-21 year old with extended KG benefits?

**A.** No. KG funds may only be paid to the legal guardian, who then cares for or provides financial support for the young adult.

# Post-Dependency Kin-GAP Eligibility Related Information

KG families may contact their county eligibility worker directly to:

- Request assistance regarding funding issues (rate, start or end date, etc.)
- Change address and/or phone number
- Report that a check did not arrive
- Obtain income verification
- Report that the child is no longer living in their home
- Report the child is AWOL (run away); the guardian should also notify the police
- Report that the child has returned to the home and to restart KG funding
- Notify the agency that the Legal Guardian has passed away
- Request funding to completion of high school, if the child is expected to graduate before age 19
- Report a Medi-Cal problem

For your Eligibility  
Worker's Name  
or Phone Number,  
Call the Foster Care  
Eligibility  
Information Line  
(510) 268-2500



Photograph by Ralph Granich for The Bay Area Heart Gallery

# Post Adoption General Services

Adoptive families may contact the Post Permanency Unit for any of the following:

- Completing AAP reassessments upon request by the family due to change in child's special needs
- Assessing and approving requests for extension of AAP benefits to age 21
- Completing paperwork when adoptive families move out of state to insure that the child's medical coverage continues through the Interstate Compact on Adoption and Medical Assistance (ICAMA)
- Providing assistance with obtaining mental health services in a family's county of residence in California
- Referring adoptive families to wraparound services to stabilize the family and to avoid out of home placement, when possible
- Assisting adoptive families in voluntarily placing their adopted child/youth temporarily out of home into a residential treatment program, if appropriate
- To report a change of address
- To request a change of payee
- To request an age increase
- To request a Dual Agency Rate and/or a supplement to the rate for a child/youth who is a Regional Center client
- To report that an adoptive parent has passed away
- To report that the child/youth has been placed out of home by another agency (probation or county foster care)

Most AAP issues should be directed to the Post Permanency Unit. However, the following eligibility related issues should be directed to your eligibility worker:

- To report your check did not arrive
- To obtain income verification
- To request direct deposit of the AAP grant

Call the Foster Care  
Eligibility Information Line  
for your  
Eligibility Worker's  
name/phone number at  
(510) 268-2500

# Post Adoption Frequently Asked Questions

1. Q. Where can I obtain a copy of my Adoption Orders?

A. Juvenile Court Clerk's Office  
Juvenile Justice Center, Ste. 3013  
2500 Fairmont Dr, San Leandro, CA 94578

2. Q. Does AAP funding end if the child lives out of the home?

A. No, an adoptive parent may choose to have their child live with a relative or friend, or away at school. AAP funding continues as long as the family continues to be legally and financially responsible for the child.

3. Q. My child is turning 18 but is still in high school. Can AAP funding continue?

A. AAP funding generally ends at age 18, regardless of whether the youth is still in high school. Funding may be extended if the child has a disability that warrants continuation, or is AB 12 eligible (adopted on or after their 16th birthday and meets AB 12 criteria).

4. Q. Does AAP funding end if the child/youth is temporarily placed out of my home by another agency (ie. probation or county foster care)?

A. No, AAP funding continues as long as the parent is legally and financially responsible for the child. However, the benefit amount would be the basic rate only or the family's share of cost, whichever is greater.

5. Q. Will AAP funding end if the adoptive parent passes away?

A. Yes. AAP funding can only be paid to an adoptive parent. It cannot be transferred to another caregiver. If the child/youth is readopted, they will remain eligible for AAP funding, payable to the new adoptive parent(s). *Contact the Post Permanency Unit for detailed information about planning in the event of the death of an adoptive parent.*

6. Q. Can AAP funds be paid directly to the 18-21 year old with extended AAP benefits?

A. No, AAP funds may only be paid to the adoptive parent, who then cares for or provides financial support for the young adult.



*Photographed by Laura Turbow  
for The Bay Area Heart Gallery*

**Contact the Post Permanency Unit  
for more detailed information.**

# Post Kin-GAP Legal Guardianship Related Services

## Services Include:

- Completing KG reassessments on KG renewals with special care rates (required every 2 years)
- Completing rate reassessments based on the child/youth's special needs, upon request by family (at any time during the 2 year renewal period)
- Supporting families regarding behavioral concerns, the developmental needs of children, and navigating the special education system
- Providing assistance with obtaining mental health services in a family's county of residence
- Assisting with Medi-Cal related issues
- Processing KG special care rate reassessments when KG families with a special care rate move to a new county or state
- Assessing and approving requests for extension of KG benefits to age 21, based on a disability or due to AB 12 (youth entered KG guardianship on or after age 16 and meets AB 12 criteria)
- Providing brief crisis intervention to families (by phone)
- Providing resource and referral information to families and children/youth.
- Completing paperwork when federally eligible relative guardian families move out of state to insure that the child's medical coverage continues through the ICAMA
- Referring relative guardian families to wraparound services to stabilize the family and to avoid disruption of the guardianship
- Processing requests for a Dual Agency Rate and/or a supplement to the rate for the child/youth, who is a Regional Center client
- Assisting families that want to adopt the child/youth after guardianship has been established

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