



State of Tennessee



The Interstate Compact on
The Placement of Children
Procedures Manual
Independent and Private Agency Adoptive
Placement Guidebook

Effective Date: July 2015

**Office of the Interstate Compact on the Placement of Children
8th Floor, Cordell Hull Building
436 6th Avenue, North
Nashville, TN 37243-1290
615) 532-5618 (office)
615) 253-5422 (fax)**

Introduction

The Interstate Compact on the Placement of Children Procedures Manual- Independent and Private Agency Adoptive Placement Guidebook was developed:

- ◆ **To promote uniformity in practice and procedure pursuant to the Interstate Compact on the Placement of Children, TCA 37-4-201-207; and,**
- ◆ **Provide guidance to birthparents, licensed child placing agencies, licensed clinical social workers, attorneys, courts and other participating in the interstate process of placing a child as a preliminary to an adoption or for fostering.**

This Guidebook was developed in collaboration with representatives from the West TN Adoption Council, Middle Tennessee Inter-agency Adoption Council, attorneys, TN Department of Children’s Services Licensing Division and the Tennessee Department of Children’s Services, Office of the Interstate Compact on the Placement of Children.

Special thanks is extended to Lisa Collins, Esquire, American Academy of Adoption Attorneys, Debbie Robinson, Adoption Director, Miriam’s Promise, Donna Thomas, Adoption Director, Catholic Charities and Bob Tuke, Esquire, American Academy of Adoption Attorneys for their collaboration in review of drafts of this Guidebook as well as the DCS Licensing Division, Mark Anderson, Director.

Interstate Compact on the Placement of Children
TCA 37-4-201-207

Private Agency and Independent Adoptive Placement Guidebook

Table of Contents

Introduction.....	2
Table of Contents.....	3
Overview of The Interstate Compact on the Placement of Children.....	4
What the Compact Does.....	4
Who Must Use the Compact?	4
Types of Placements Covered.....	5
Exceptions/Limitations to Compact Compliance.....	5
Safeguards Offered by the Compact.....	6
Penalties for Illegal ICPC Placements.....	7
Interstate Compact on the Placement of Children Web References.....	8
Interstate Compact on the Placement of Children (ICPC) TN Administration.....	8
A. TN DCS ICPC State Office Administration.....	8
B. TN DCS ICPC State Office Contact Information: Case Management and Assignment.....	9
C. Modes of Transmission: Electronic Mailing and Exceptions; Mailing and Fax.....	10
Procedures for Compliance.....	11
A. Referral.....	11
B. Processing.....	16
C. Study.....	17
D. Decision.....	18
E. Placement.....	19
F. Supervision.....	20
G. Closure.....	20
Disruption of a Tennessee Child Placed in Another State by the TN Court under the ICPC.....	21
Appendix A. ICPC Statute.....	22
Appendix B. ICPC Regulations 12.....	26
Appendix C. ICPC Forms and Instructions	31
Appendix D. Glossary.....	32

MANUAL: COMPLIANCE WITH THE INTERSTATE COMPACT ON THE PLACEMENT OF CHILDREN FOR AN INDEPENDENT OR PRIVATE AGENCY ADOPTIVE PLACEMENT TCA 37-4-201 et seq.

Overview of the Interstate Compact on the Placement of Children

The Interstate Compact on the Placement of Children (ICPC) is a uniformly applied law that has been enacted by all 50 states, the District of Columbia and the U.S. Virgin Islands. The Compact ensures protection and services to children and the parties involved in the placement of the child across state lines for foster care or as a preliminary to an adoption or for temporary placement into a Residential Treatment Facility /Institution between party states. Unless otherwise authorized, compliance with the Interstate Compact on the Placement of Children hereinafter referred to as the ICPC or Compact is required for these identified placements of a child or children across state lines into another party state of jurisdiction.

What the Compact Does:

The Compact establishes orderly procedures for the interstate placement of children between party states and fixes responsibility for those involved in placing the child, providing safeguards for both the child and the parties involved in the child's placement. The ICPC contains 10 Articles. Each Article defines a specific function of the law including identifying the types of placements and placers subject to the law; the procedures to be followed in making an interstate placement; and the specific protections, services, and requirements brought by enactment of the law in the party states.

The Compact is enhanced by 12 Regulations which are promulgated by officers of the party states or jurisdictions to more effectively carry out the terms and provisions of this compact.

Who Must Use the Compact?

Article II (b) of the ICPC defines who must use the Compact when an entity in one party state "sends, brings, or causes a child to be brought or sent" into another party state. These agencies, courts, persons, and other entities are called " the sending agency or agent (person)" and are defined as:

- a) A state party to the Compact, or any officer or employee of a party state.
- b) **A subdivision of a party state, such as a county or a city, or any officer or employee, of the subdivision.**
- c) A court of a party state.

- d) **Any person (including parents and relatives in some instances), corporation, association, charitable agency or other entity which sends, brings, or causes to be sent or brought any child to another party state.**

Types of Placements Covered:

Articles II (d), III and VI of the ICPC identify the four types of placements of children which are subject to compliance:

- a) Placement preliminary to an adoption.
- b) Placements into foster care, including foster homes, group homes, residential treatment facilities.
- c) Placements with parents and relatives when a parent or relative is not making the placement.
- d) Placements of adjudicated delinquents in institutions in other states.

Not all placements of children into other party states are subject to compliance with the Compact. Refer to **Exceptions/Limitations to Compact Compliance**

Exceptions/Limitations to Compact Compliance:

- a) Placements: Compact compliance is not required for placements made into a medical hospital, psychiatric hospital or institutions for the mentally retarded or mentally ill or boarding schools, or "any institution primarily educational in character."
- b) Sending Agents: Article VIII (a) excludes from ICPC compliance the sending or bringing of a child by a parent, stepparent, grandparent, adult brother or sister, adult uncle or aunt, or the child's non-agency guardian who has responsibility for the child in one party state, and leaving the child with a parent, stepparent, grandparent, adult brother or sister, adult uncle or aunt or the child's non-agency guardian in the receiving party state. The wording of the provision is specific in that exclusion from ICPC occurs only when both the sending agent and the placement recipient belong to the enumerated classes of individuals (*i.e.*, a placement of a child made by a parent whose rights to plan for the child has not been diminished by a court action or through a custodial action and the placement is with the designated enumerated class in another State is exempt from compliance with the ICPC).
- c) Force of Law: Article VIII (b) excludes from ICPC compliance the placing, sending or bringing of a child into a receiving state pursuant to any other interstate compact to which both the state from which the child is sent or brought and the receiving state are party, or to any other agreement between said states which has the force of law.
- d) Court/Parent Placement: Regulation #2 excludes from ICPC compliance the placement of a non-custodial child in the jurisdiction of the sending state court with the parent from another state from whom the child was not removed wherein the

Court has no evidence that the parent is unfit, does not seek any evidence from the receiving state that the parent is either fit or unfit, and the court relinquishes jurisdiction over the child immediately upon placement with the parent. Under these circumstances, the receiving state has no responsibility for supervision or monitoring for the court having made the placement.

- e) Divorce or Custodial Change: Placements of children across state lines which result from the exclusive jurisdiction of a divorce court, or probate court or as a result of paternity proceedings are not subject to compliance with the ICPC. Specific examples include requests for a study or supervision of a parent in another state related to a change in custody between divorced parents, whether agreed upon or adversarial or a change in visitation schedule or supervision during a visitation schedule which is based on a divorce court action. Such requests should be directed to private entities licensed in the receiving state to conduct such studies; any fee affiliated is the responsibility of the contract agent.
- f) Child Protective Services Investigations: Child protective services investigations which require contacts in another state to document or report on the circumstances of a child or family or location of child or adult, identify or confirm enrollment in school, supervision or well-being check or other services does not constitute or meet the definition as a placement required under the Compact. A child protective services investigation is not subject to compliance with the ICPC nor ICPC procedures. Contact the Child Protective Services Hotline in each State for assistance.
- g) Courtesy Studies: Request for courtesy study or services on behalf of a non-custodial child who is not under the jurisdiction of a court in a party state or by a sending state court on the placement of a child with a parent wherein jurisdiction was relinquished (see #d above) does not meet criteria for placement compliance under the Interstate Compact on the Placement of Children. Such requests should be directed to private entities licensed in the receiving state to conduct such courtesy studies; any fee affiliated is the responsibility of the contract agent.

Safeguards Offered by the Compact:

Articles I and V of the ICPC outlines the safeguards provided for the child and placement resource and the parties involved in the child's placement:

- a) Provides the sending agency or person the opportunity to obtain home studies and an evaluation of the proposed placement to ascertain the suitability of the environment and the appropriateness and qualifications of the proposed placement resource or institution to care for the child.
- b) Allows the prospective receiving state to ensure that the placement is not "contrary to the interests of the child" and that its applicable laws and policies have been followed before it approves the placement.

- c) Guarantees the child's legal and financial protection by fixing these responsibilities with the sending agency or person.
- d) Ensures that the sending agency or person continues to have financial responsibility for support and maintenance of the child during the period of placement.
- e) Ensures that the sending agency or person established and retains jurisdiction over the child once the child moves to the receiving state sufficient to determine all matters in relation to the custody, supervision, care and disposition of the child, which it would have had if the child had remained in the sending agency's state.
- f) Provides the sending agency or person the opportunity to obtain services, supervision and regular reports on the child's adjustment and progress in the placement until the child is adopted, reaches majority, becomes self-supporting or is discharged with concurrence of the appropriate authority in the receiving state.

These safeguards are routinely available when the child, the person, or responsible agency and the placement resource are all in a single state or jurisdiction. When the placement involves two states or jurisdictions, however, these safeguards are available through compliance with the Compact.

Penalties for Illegal Placement:

Article IV of the ICPC states that "the sending, bringing, or causing to be sent or brought into any receiving state of a child in violation of the terms of this compact, constitutes a violation of the laws respecting the placement of children of both the state in which the sending agency is located or from which it sends or brings the child and of the receiving state. Such violation may be punished or subjected to penalty in either jurisdiction in accordance with its laws. In addition to liability for any such punishment or penalty, any such violation constitutes full and sufficient grounds for the suspension or revocation of any license, permit, or other legal authorization held by the sending agency which empowers or allows it to place, or care, for children."

Violations involve:

- ◆ Placement of a child into a receiving state without filing of a notice of intent to place or prior to filing a notice of intent to place by a sending agent or agency or person (Article III (a)); or
- ◆ Placement of a child into a receiving state without an appropriate report regarding the circumstances of the proposed placement or written notice from appropriate public authority in the receiving state that the proposed placement does not appear to be contrary to the interests of the child (Article I (b) and Article III (d)); or

- ◆ Dismissal of jurisdiction prior to the child being adopted, prior to the child reaching the age of majority, prior to the child becoming self- supporting or prior to being discharged with concurrence of the appropriate authority in the receiving state. (Article V (a))
- ◆ TCA sec 37-5-405 cites violation of child placement law constitutes a class “A” misdemeanor that carries a fine up to \$200 and/or imprisonment to six (6) months.

Interstate Compact on the Placement of Children (ICPC) Web References

References:

[American Public Human Services Association](#) Web site

Text for the Interstate Compact on the Placement of Children, Regulations, Standardized Forms and State Pages

[Lexis Nexus Custom Solution Web](#) site

Interstate Compact on the Placement of Children TCA sec 37-4-201-207

[The TN Department of Children’s Services Interstate Compact on the Placement of Children Practice and Procedure Manual](#): DCS/Judicial/Independent and Private Agency Adoptive Placement:

TN Department of Children’s Services (DCS) Licensing Requirements: TCA sec. 71-3-501-71-3-531. Violations- TCA sec. 37-5-507 and 36-1-108 thru 36-1-109.

Interstate Compact on the Placement of Children (ICPC) Tennessee Administration

Pursuant to Article VII and ICPC Regulation #5, the Tennessee DCS State ICPC office is responsible to process all ICPC Compact referrals and other documents associated with the ICPC and serve as a resource for inquiries into requirements for placement under the purview of the ICPC.

Tennessee Interstate Compact on the Placement of Children - Administration:

The following is a listing of contact persons for Tennessee DCS ICPC State Office:

Compact Administrator

James M. Henry
Commissioner
TN Department of Children’s Services.

436 6th Avenue North
7th Floor Cordell Hull Building
Nashville, TN 37243-1290
Telephone: (615) 741-9701

Deputy Compact Administrator

Cheri Stewart
TN Department of Children’s Services.

ICPC Unit
8th Floor, Cordell Hull Building
436 6th Avenue, North
Nashville, TN 37243-1290
Telephone: (615) 532- 5618
Fax: (615) 253-5422

Cheri.Stewart@tn.gov

TN DCS ICPC State Office Contact Information

The following is a listing of contact persons who administer the day-to-day operations of the TN Department of Children's Services Interstate Compact on the Placement of Children and manage ICPC cases, provide case and program technical assistance and address questions regarding TN ICPC related issues.

Administration:

Cheri Stewart, Director, Centralized Permanency Services

Deputy Compact Administrator

Voice Mail: (615-532-5618)

E-mail: Cheri.Stewart@tn.gov

Policy and Data Systems Development/Technical Consultation and Support/Supervisor

Case Management/Assignments:

(Case Assignments/Records are listed by the last name of the oldest child)

A-E:

Lea Hicks, ICPC Alternate/ Program Specialist (615-532-5595) Voice Mail

E-mail: Leanore.Hicks@tn.gov

F-L:

Roshon "Rosie" Skinner, ICPC Alternate/ Program Coordinator (615-532-5593) Voice Mail

E-mail: Roshon.Skinner@tn.gov

M-P:

Anna Wiginton, ICPC Alternate/Program Manager (615-532-1101) Voice Mail E-mail:

Anna.Wiginton@tn.gov

O-Z:

Alice Ann Reid, ICPC Alternate/ Program Coordinator (615-532-5617) Voice Mail

E-mail: Alice.Ann.Reid@tn.gov

Direct Telephone Calls and E-mails to the Appropriate Administrator or Alternate

ICPC Office Hours: Monday - Friday, 8:00 a.m. to 4:30 p.m., Central Time Zone.

General Inquiries: General inquiries regarding requirements for placements into Tennessee for children who come under the purview of this Compact is directed to the Deputy Compact Administrator or Alternate, ICPC.

Specific Inquiries: All Interstate Compact on the Placement of Children referrals and other case management documents including case specific inquiries from and to the state of TN is directed to the Tennessee Department of Children's Services ICPC State Office to the attention of the assigned ICPC Alternate/Program Coordinator, Program Manager or Program Specialist. Responses to case-specific inquiries are confidential; release and access to case-specific information is subject to compliance to applicable DCS Policy.

Modes of Transmission:

Electronic Mailing address: TNICPC.EI-DCS@tn.gov.

Electronic Mailing of referrals, studies, supervisory reports and other ICPC documents is limited to TN DCS, TN Courts, TN Licensed Agencies and TN RTC. Other State ICPC offices who allow secure electronic exchange of ICPC referrals and other documents may also exchange those documents using the Electronic Mailing address. These parties using the electronic mailing address are not required to follow up with paper copy unless specifically requested by the TN DCS ICPC State Office Administrator or Alternate. The Subject Line includes name of the assigned ICPC Alternate/Program Coordinator, Program Manager or Program Specialist noted above.

Exception to use of electronic mailing address: Two copies of all public agency, private agency, independent or private ICPC adoption referrals, one original with signed documents plus a duplicate copy, must be submitted by Mail/Overnight /Express Mail to the TN DCS ICPC State Office. Electronic scan/e-mail is acceptable for additional documents which may be required to be submitted subsequent to the original referral.

Interstate Compact on the Placement of Children – Mailing Addresses:

Mailing Address (includes Overnight/Express Mail):

**Tennessee ICPC Unit
Tennessee Department of Children’s Services
8th Floor, Cordell Hull Building
436 6th Avenue, North
Nashville, TN 37243-1290**

All other entities and Other ICPC State Offices or County Offices are required to use the above mailing address to file two complete copies of ICPC referrals, studies, supervisory reports and other ICPC documents with the Tennessee ICPC Unit, including all ICPC adoption referrals for public agency, private agency, and independent or privately arranged inter-jurisdictional adoptive placements.

FAX: (615) 253-5422. Advance notice requested; over 10 pages must be scanned or Express Mail.

Procedures for Compliance with the Interstate Compact on the Placement of Children for an Independent or Private Agency Adoptive Placement / Non-Custodial Placement: ICPC Independent or Private Agency Adoptive Placement Referral

Articles I, III and V of the ICPC and Regulation 12 serve as the basis for the procedures for ICPC compliance for the independent or private agency foster or adoptive placement of a child into another State. These procedures include a referral process, study process, the basis for and the authority to issue a decision regarding the placement, the case-management process and closure process including permanency or disruption for each child. This manual details specific procedural application.

Compliance with the Interstate Compact on the Placement of Children, herein after referred to as ICPC, (TCA 37-4-201 et seq.) is required for placements of a child or children across State lines for the purpose of foster care or preliminary to an adoption. This includes all independent or private agency foster or adoptive placements initiated by:

- ◆ A birthparent or birthparents; or
- ◆ Non-Agency guardian(s) with right of consent; or,
- ◆ A licensed child-placing agency who is vested with partial or complete guardianship of a child; or,
- ◆ A Court with jurisdiction of a child and sole authority to place the child for adoption with relatives other than those described in the ICPC Article VIII.

A. Referral:

Article III (a) and (b) and Article II (d): “Prior to sending, bringing, or causing any child to be sent or brought into a receiving state for placement in foster care or preliminary to a possible adoption, or in a child-caring agency or institution, the sending agency shall furnish the appropriate public authorities in the receiving state written notice of the intent to send, bring or place the child in the receiving state.”

1. Per the ICPC statute, a written notice i.e. a referral must be filed by the appropriate sending agency or person with the ICPC Sending State authority prior to any “placement” (the physical removal of a child from the sending state) into a receiving state. In addition, the “placement” of the child into the receiving state is not authorized until and unless the receiving State ICPC authority has issued a written notice on the Form ICPC 100A that the “placement is not contrary to the interests of the child.”

2. During the course of planning for a child and prior to any actual physical placement of a child into a receiving party state, the sending state agent (birthparent(s), non-agency guardian(s) with right to consent; a licensed child-placing agency or a court with exclusive jurisdiction over the placement of a child) is responsible to develop and initiate an ICPC Independent or Private Agency Adoptive Placement Referral seeking compliance for the placement of the child with the identified resource.
3. The ICPC Independent or Private Agency Adoptive Placement Referral will contain the following required documentation:
 - a) Cover Letter: A cover letter from the sending state agent, vested with the authority to “place” a child for adoption or their designated representative, which is appropriately signed and dated. The cover letter, at a minimum:
 - ◆ Identifies all parties involved in the proposed placement arrangement including the identity and the address of birth parent(s) and/or legal parent(s) and/or legal guardian(s) and the representative (legal or otherwise) of the birthparent (s), the child and/ or the adoptive resource;
 - ◆ Address issues such as how and when the arrangements for the potential placement of the specified child became known to all parties and summarize the intended arrangements for the placement of the designated child with the designated resource;
 - ◆ Identifies legal procedures involved in addressing the rights of the birthparent, birthparents, legal parent or legal guardian, or alleged father;
 - ◆ Identifies the party with jurisdictional responsibility for the child, which includes authority to return of the child to the sending state if the placement disrupts prior to finalization or the finalization is not achieved as prescribed;
 - ◆ Identify the party financially responsible for the child designated in a statement by the prospective placement resource or a contractual agreement with an agency;
 - ◆ Identifies the post-placement supervisory agency in the receiving state;
 - ◆ Identifies the state where the adoption is finalized and clarify the time frame that “permanency through adoption” will or can be achieved;
 - ◆ Verifies that all parties have been informed of compliance with the ICPC and the requirements thereto and consequences of violation of the law to the safety and legal standing of the child in each state: and,
 - ◆ The entity or representative of the parent or birthparent and/or prospective adoptive parents who are assisting or making arrangements for the adoption placement on behalf of the parents or prospective adoptive parents or the child-placing agent or agency must attach verification of their current licensure to practice.

- b) ICPC form ***CS-0525, Interstate Compact Placement Request (100A)***: The ICPC form 100A "Interstate Compact Placement Request" is a required form which establishes a written notice of the intent to send, bring or place a child into the Receiving State. The ICPC form 100A is to be completed, signed and dated by the appropriate ICPC "sending state agent" who has the authority to place the child.

The ICPC Form 100A contains:

- ◆ The name, and date of birth of the child;
 - ◆ The identity of the birthparent(s) or legal parents or legal guardian(s) or private licensed agency or the court (sending agent);
 - ◆ The name and address of the person, agency or institution to or with which the sending agent proposes to send, bring or place the child (receiving entity); and
 - ◆ Establishes the circumstances of the proposed placement.
- c) Background Forms: Background forms (s) are defined as social and medical history appropriately completed by or on both birthparents. If these forms are completed by other than the birthparent(s), the interviewer/reporter must be identified and attach verification as to their licensure to practice.

Note: The Social-Medical History on the Birthparent filed as part of the TN surrender is the required background forms; otherwise the social and medical history document may be one that is universal and acceptable for use by either the sending agency or the receiving agency.

- d) Surrender/Termination/Consent/Relinquishment/Waiver Documents: All documents, which address the rights of birthparents, any legal parent or guardian who maintains right of consent or any alleged father. These documents include surrenders, terminations, consents, relinquishments, or waivers as well as documentation of and/or results of orders of publication or putative father registry on alleged fathers conducted in accordance to appropriate law of the sending state or if requested, by the receiving state (presumed to be the state of finalization), in accordance with the laws of the receiving state. If a parent is permitted and elects to follow the laws of a state other than his or her state of residence to address his or her rights to the child, then he or she should specifically waive, in writing, the laws of his or her state of residence and acknowledge that he or she has a right to sign a surrender/termination/consent/relinquishment/waiver under the laws of his or her state of residence and is informed as to the process and procedure and legal consequences of the election to surrender/terminate/consent/relinquish/waiver pursuant to the laws of the receiving state.
- e) Certification: Certification by a licensed attorney or authorized agent of a private adoption agency or independent entity that the surrender/termination/consent/relinquishment/waiver is in compliance with the applicable laws of the sending state, or where elected or requested, the laws of the receiving state.

- f) Custodial Status of Child: All documents which establish the child or children's legal custodial status. Persons, corporations, agencies or other entities who are issued partial or complete guardianship or temporary custody by an appropriate authority must document verification of current licensure and must address their ability to make a foster or adoptive placement.

Pursuant to TCA 36-1-111 (r) (2) and TCA 36-1-111 (r) (6) (C) neither the Tennessee surrender nor the parental consent itself is sufficient to vest custodial or guardianship authority with the licensed child-placing agency or the prospective adoptive parents. Upon satisfactory completion of the necessary requirements and execution of the Surrender or parental consent by the licensed child-placing agency or the prospective adoptive parents, the court may enter an Order of Guardianship or Partial Guardianship to the licensed child-placing agency or the prospective adoptive parents. The Court where the surrender or parental consent and the Order of Guardianship or Partial Guardianship is executed or filed will maintain jurisdiction of all matters pertaining to the child pursuant to TCA and Article V (a) of the Compact.

- g) ICPC Compliance Statement: Documentation of compliance with the Interstate Compact on the Placement of Children which includes documentation of retention of jurisdiction by the sending state agent pursuant to Article V (a) of the Compact.

Note: Part I, 9 and Part II.B.4or II B.8or 10 of the Tennessee Surrender incorporates a Statement of Compliance with the ICPC.

- h) ICWA Compliance Statement: Documentation of compliance with the Indian child Welfare Act, 25 U.S.C.1901 et seq.

Note: Part I, 8 and Part II, B. 3.or II B. 9 of the Tennessee Surrender incorporates a Statement of Compliance with the ICWA.

- i) Documentation of the Physical/Medical/Psychological Status of the Child: This documentation includes but is not limited to;

- ◆ The birth medical or discharge summary on the child;
- ◆ Current pediatric or medical reports on the child including immunization records;
- ◆ Current medical and/or psychological treatment records; and
- ◆ Current prescription records.

Note: All documents must be validated or authorized by the appropriate treating physician or medical authority preferably on professional letterhead or form. For older children, this documentation may include school records and summary issued by the current caregiver.

- j) Certification of Social or Legal Counseling: Certification documents of any social or legal counseling for the birthparents. Attach a copy of or verification of current license to practice.

Note: *Part II 3 & 14 and Part II B.7 of the Tennessee Surrender incorporates a statement of compliance for social or legal counseling. If provided, the counseling services are to be documented as part of the referral on forms **CS-0643, Certification of Completion of Legal Counseling Related to Adoption Placement Decision for Parents** and **CS-0941, Certification of Completion of Social Counseling Related to Adoption Placement Decision by Parents**.*

- k) Affidavit Regarding the Physical Custody: Affidavit regarding the physical custody of the child prior to surrender or consent and/or after surrenders or consent.

Note: *Part I, 12 and Part II B. 2 or II B. 5 of the Tennessee Surrender incorporates a statement of compliance regarding the physical custodial status of the child at the time of the surrender.*

- l) Affidavit of Fees: Affidavit of fees encumbered related to the placement.

Note: *Part I, 10 and Part II B. 4 of the Tennessee Surrender form incorporates a testimonial statement regarding fees as validated by the birthparent(s) and the prospective adoptive parents.*

- m) At-Risk Statement: Affidavit of an “at-risk” placement acknowledging such situations as non-termination of parental rights, revocation periods, unique medical, ICWA concerns or other situations, signed by the prospective adoptive resource.

- n) Home Study: The current home study or updated study or preliminary study or pre-placement report on the prospective adoptive resource which is child-specific and conducted in accordance to the appropriate law of the receiving state, including:

- ◆ Verification of compliance with federal and state background clearances;
- ◆ FBI fingerprinting and Child Abuse/Neglect clearances; and
- ◆ Sex Offender Registry clearance as appropriate to the law of the receiving state. A copy of the current licensure of the home study preparer or agency licensure is to be included.

Note: *TCA 36-1-111 (a) (1) and (t) (1-2) advises the Tennessee prospective adoptive parent may request a licensed child-placing agency, a licensed clinical social worker or if indigent under federal poverty guidelines, the Department of Children’s services to conduct a home study or preliminary home study for use in the ICPC proceedings or the court, through an order of reference may direct*

that a home study of the Tennessee prospective adoptive parent be conducted by a licensed child-placing agency or a licensed clinical social worker unless the prospective adoptive parents are indigent under current federal guidelines, in which case the order shall be directed to the Tennessee Department of Children's Services.

- o) Post-Placement Supervision: A written statement on letterhead from the licensed person or licensed agency in the receiving state that is providing post-placement supervision (may be included in an adoption study acknowledging the obligation to provide post-placement supervision; same licensed person or agency as cited on **CS-0525, Interstate Compact Placement Request (100A)**).
- p) Other Documentation: Other documentation that may be required by the Receiving State policy.

B. Processing: Pursuant to Article VII and ICPC Regulation #5, the TN DCS State ICPC office is responsible to process all ICPC Compact referrals and other documents associated with the ICPC and serve as a resource for inquiries into requirements for placement compliance under the purview of the ICPC.

1. The ICPC Independent or Private Agency Adoptive Placement Referral packet is to be submitted by the sending state agent to the Sending State ICPC office in a secure and expeditious manner according to agreed upon specifics such as the number of packets, originals/copies and mode of distribution i.e. courier or other delivery or mail or Overnight or Certified mail or scanned/e-mailed or fax.

Note: TN ICPC State Office requires 2 completed copies of the ICPC Independent or Private Agency Adoptive Placement Referral containing all forms and documentation and attachments listed in #2 above to be submitted to the TN ICPC State Office by courier or secure hand-delivery or US mail or Overnight or Certified Mail. TN ICPC State Office does not accept an ICPC Independent or Private Agency Adoptive Placement Referral packet by Scan/E-mail or fax.

2. The ICPC Independent or Private Agency Adoptive Placement Referral is reviewed for required information and documents by the Sending State ICPC Administrator who is responsible to notify the sending state agency or person or their representative in writing of additional documentation or information needed.

Note: The TN ICPC Administrator/Alternate will review the referral packet for required documents and information within 3 business days of receipt of the referral packets. If the packet is incomplete, the TN ICPC Administrator/Alternate will notify the TN sending state agent or agency or their representative in writing of additional documentation or information needed and the mode of transmission which may be used to submit those documents to the TN ICPC State Office. With permission from the TN ICPC Administrator/Alternate, limited additional documents may be faxed or scanned/e-mailed to assist in the timely filing of the Referral. The additional documentation or information

needed must be submitted/received within 10 business days of notice or the ICPC Independent or Private Agency Adoptive Placement Referral is closed as incomplete and destroyed.

The TN ICPC Administrator/Alternate will enter the referral as an intake/case in the Tennessee Family and Children Tracking System (TFACTS).

The TN ICPC Administrator/Alternate maintains a duplicate paper file with copies of all ICPC documents per each child involved in an active ICPC transaction.

3. The ICPC Independent or Private Agency Adoptive Placement Referral which includes all requirements, supporting documentation and attachments are submitted to the Receiving State ICPC Office by the Sending State ICPC Office in the most expeditious manner as agreed to between the two state ICPC offices.

Note: The TN ICPC Administrator/Alternate will review the referral packet for required documents and information within 3 business days of receipt of the referral packet or receipt of the additional information requested. TN ICPC State Office will process a complete ICPC referral packet to the Receiving State ICPC Office within that 3 business day period by the most expeditious means agreed to between the States. TN ICPC Office processing is limited to US Mail or if agreed to, scan or e-mail. If the TN sending agency or representative desires processing to be by Overnight Mail, the referral packet will need to contain a label and appropriate size envelope and business or charge account # for use by the TN ICPC State Office

C. Study.

“Article I (b) the appropriate authorities in a state where a child is to be placed may have full opportunity to ascertain the circumstances of the proposed placement, thereby promoting full compliance with applicable requirements for the protection of the child.”

1. The Receiving State ICPC Office has the responsibility to review the ICPC Independent or Private Agency Adoptive Placement Referral upon receipt to determine whether additional documents or information is required per law in the Receiving State. This review includes the responsibility to confirm the validity of the home study preparer/agency as a licensed entity in the Receiving State; to confirm that the study itself meets all standards as required and that the agency or entity identified in the Receiving state to conduct post-placement supervision is a valid agency to perform those duties. If additional documents or information is needed or if the home study preparer/agency or the study itself or the supervisory agency does not meet standards as required in the Receiving State, the Receiving State ICPC office is responsible to notify all parties of the circumstances and the corrective actions needed. The Receiving State ICPC office is also responsible to suspend the issuance of any decision regarding placement until the corrective action has been satisfied.

2. All studies or assessment reports conducted on the proposed resource in the Receiving State are conducted by authorized public or private agency in the receiving state in accordance to applicable Federal and State laws and policy and licensing standards of the Receiving State. Pursuant to the ICPC, the study or assessment report on the proposed resource in the Receiving State is used to determine the safety and appropriateness of that proposed resource for the placement of the specific child or children designated in the ICPC Independent or Private Agency Adoptive Placement Referral.

Note: *The home study or pre-placement study of a prospective TN resource for a proposed ICPC independent or private agency adoptive placement of a child from another State is conducted by a TN licensed child-placing agency or a TN licensed clinical social worker and conforms to the rules and standards established under DCS Licensing Standards (T.C.A sec. 71-3-501-71-3-531. Violations 37-5-507 and 36-1-108 thru 36-1-109; 36-1-111; 36-1-116) unless the resource can document indigence, where upon the TN Department of Children’s Services, the public agency may be issued an order of reference by a TN court to conduct a study for a non-custodial child.*

D. Decision

“Article III (d) The appropriate public authorities in the receiving state shall notify the sending agency in writing to the effect that the proposed placement does not appear contrary to the interest of the child”

1. The Receiving State ICPC Office is vested with the authority to determine a decision regarding placement of a child into their State under the ICPC. Upon receipt of the completed home study or resource assessment, the Receiving State ICPC Office I determines from the home study or resource assessment “that the proposed placement does not appear contrary to the interest of the child” and record in writing a decision approving or denying the placement of the specific child with the specific resource on form **CS-0525, Interstate Compact Placement Request (100A)**, Section IV –Action by Receiving State Pursuant to Article III(d) of the ICPC.
2. The Receiving State ICPC Office submits **CS-0525, Interstate Compact Placement Request (100A)**, and the home study or resource assessment to the Sending State ICPC Office in the most expeditious manner as agreed to between the two state ICPC offices.

E. Placement

“Article III (d) the child shall not be sent, brought or caused to be sent or brought into the receiving state until the appropriate public authorities in the receiving state shall notify the sending agency, in writing, to the effect that the proposed placement does not appear to be contrary to the interests of the child.”

1. Upon confirmation of written decision on the ICPC 100A by the appropriate ICPC authority in the receiving State, the Sending State ICPC Office will notify their parties and transmit the hard copies of **CS-0525, Interstate Compact Placement Request (100A)** confirming the decision by the most expeditions manner.

Note: *The TN ICPC Administrator/Alternate will confirm the written decision on the ICPC 100A verbally to the TN sending state agent, agency or representative; following up with a fax or scanned/email as necessary. In addition, a hard copy is provided for documentation purposes if needed.*

2. If the placement is denied by the Receiving State ICPC, no placement is authorized. The child remains in the jurisdiction of the Sending State/Sending agency. The ICPC record is closed.
3. A placement which is approved is valid for a period of 6 months from the date of signature on the ICPC 100A by the Receiving State ICPC Administrator.
4. The Sending State agent or agency or representative is responsible to make arrangements for the child to be physically placed into the receiving State with the appropriate resource and assuring that all necessary documents are available to the resource for that placement. The Sending State agent or agency or representative is to complete and submit form, **CS-0523, Interstate Compact on the Placement of Children Report on Child's Placement Status** to the Sending State ICPC office simultaneous with the placement or within 30 days of the placement in order to secure supervision.
5. As cited in Article V. Retention of Jurisdiction, and as confirmed by the sending agent, or agency or representative pursuant to the Sending State's law, the Sending State retains jurisdiction over the child sufficient to determine all matters in relation to the custody, supervision, care and disposition of the child which it would have had if the child remained in the sending agency's state, until the child is adopted, reaches majority, becomes self-supporting or is discharged with the concurrence of the appropriate authority in the receiving state. Such jurisdiction also includes the power to effect or cause the return of the child or its transfer to another location and custody pursuant to law. The sending agent or agency continues to have financial responsibility for support and maintenance of the child during the period of placement as appropriate under the Sending State laws. Uniform Child Custody Jurisdiction and Enforcement Act (UCCJEA) may be applicable along with the ICPC regarding jurisdiction.

F. Supervision

1. Compliance with the ICPC requires filing of an ICPC form **CS-0523, Interstate Compact on the Placement of Children Report on Child's Placement Status (100 B)** to denote the date the child was physically removed from the sending state as well as to identify the designated resource and location of the child in the receiving State and instigates the post-placement supervision by the identified agency in the Receiving State.
2. An ICPC form **CS-0523, Interstate Compact on the Placement of Children Report on Child's Placement Status (100 B)** is filed with the respective State ICPC offices during the interim if the placement status or location status of the child changes.
3. During the interim between placement and up through permanency (finalization of adoption), ICPC placements are subject to periodic supervision and written progress reports by the identified post-placement agency in the Receiving State. The content and the frequency of the progress reports are dictated in arrangements made between and among parties and are dictated by the requirements of the Receiving state or the State of finalization. These progress reports are to be transmitted in a timely fashion through and between the Sending and Receiving State ICPC Offices.

G. Closure

1. The ICPC form **CS-0523, Interstate Compact on the Placement of Children Report on Child's Placement Status (100 B)** is filed along with a copy of the Court Order of Adoption by the authorities in the Receiving State or State of Finalization. These documents must be available to both the Sending State ICPC Office and the Receiving State ICPC Office in a timely manner. These documents denote the achievement of permanency for the child through adoption. Upon receipt of such documents, the ICPC record in both States is closed to further services under the Compact.

Note: *The TN ICPC Administrator/Alternate will close the ICPC instance or case in the TFACTS system and depending upon the circumstances of the record, the ICPC working record is submitted to the TN DCS State Office Adoption Unit for registration or is destroyed through shredding.*

- ## H. Disruption of a Tennessee Child Placed in Another State:
- Upon notice of the disruption of a Tennessee child's private or independent adoptive placement into another State by the Receiving State ICPC office, Tennessee State ICPC office will immediately determine and advise the Tennessee sending agent or agency or court who may retain jurisdiction over the child of the circumstances of the disruption. Tennessee State ICPC office will coordinate the designated course of action with the Tennessee sending agent or agency or court of jurisdiction and the Receiving State

ICPC office. Per ICPC Regulations, the Tennessee sending agent or agency or Court of jurisdiction has 5 days to negotiate a return of the child to the jurisdiction of the State of Tennessee unless an alternate plan is agreed to or established between the Tennessee court and the placement party in the Receiving State.

Appendix A- Interstate Compact on the Placement of Children

Tenn. Code Ann. § 37-4-201

TENNESSEE CODE ANNOTATED
© 2012 by The State of Tennessee
All rights reserved

*** Current through the 2012 Regular Session ***

Title 37 Juveniles
Chapter 4 Interstate Compacts
Part 2 Interstate Compact on the Placement of Children

37-4-201. Text of Compact.

The Interstate Compact on the Placement of Children is hereby enacted into law and entered into with all other jurisdictions legally joining therein in form substantially as follows:

Article I. Purpose and Policy.

It is the purpose and policy of the party states to cooperate with each other in the interstate placement of children to the end that:

- (a) Each child requiring placement receives the maximum opportunity to be placed in a suitable environment and with persons or institutions having appropriate qualifications and facilities to provide a necessary and desirable degree and type of care.
- (b) The appropriate authorities in a state where a child is to be placed may have full opportunity to ascertain the circumstances of the proposed placement, thereby promoting full compliance with applicable requirements for the protection of the child.
- (c) The proper authorities of the state from which the placement is made may obtain the most complete information on the basis of which to evaluate a projected placement before it is made.
- (d) Appropriate jurisdictional arrangements for the care of children are promoted.

Article II. Definitions.

As used in this compact:

- (a) "Child" means a person who, by reason of minority, is legally subject to parental, guardianship or similar control;
- (b) "Placement" means the arrangement for the care of a child in a family free or boarding home or in a child-caring agency or institution but does not include any institution caring for the mentally ill, mentally defective or epileptic or any institution primarily educational in character, and any hospital or other medical facility;

(c) "Receiving state" means the state to which a child is sent, brought, or caused to be sent or brought, whether by public authorities or private persons or agencies, and whether for placement with state or local public authorities or for placement with private agencies or persons; and

(d) "Sending agency" means a party state, officer or employee thereof; a subdivision of a party state, or officer or employee thereof; a court of a party state; a person, corporation, association, charitable agency or other entity which sends, brings, or causes to be sent or brought any child to another party state.

Article III. Conditions for Placement.

(a) No sending agency sends, brings, or causes to be sent or brought into any other party state any child for placement in foster care or as a preliminary to a possible adoption unless the sending agency complies with each and every requirement set forth in this article and with the applicable laws of the receiving state governing the placement of children therein.

(b) Prior to sending, bringing or causing any child to be sent or brought into a receiving state for placement in foster care or as a preliminary to a possible adoption, the sending agency furnishes the appropriate public authorities in the receiving state written notice of the intention to send, bring, or place the child in the receiving state. The notice contains:

(1) The name, date and place of birth of the child.

(2) The identity and address or addresses of the parents or legal guardian.

(3) The name and address of the person, agency or institution to or with which the sending agency proposes to send, bring, or place the child.

(4) A full statement of the reasons for such proposed action and evidence of the authority pursuant to which the placement is proposed to be made.

(c) Any public officer or agency in a receiving state which is in receipt of a notice pursuant to paragraph (b) of this article may request of the sending agency, or any other appropriate officer or agency of or in the sending agency's state, and is entitled to receive therefrom, such supporting or additional information as it may deem necessary under the circumstances to carry out the purpose and policy of this compact.

(d) The child will not be sent, brought, or caused to be sent or brought into the receiving state until the appropriate public authorities in the receiving state notifies the sending agency, in writing, to the effect that the proposed placement does not appear to be contrary to the interests of the child.

Article IV. Penalty for Illegal Placement.

The sending, bringing, or causing to be sent or brought into any receiving state of a child in violation of the terms of this compact constitutes a violation of the laws respecting the placement of children of both the state in which the sending agency is located or from which it sends or brings the child and of the receiving state. Such violation may be punished or subjected to penalty in either jurisdiction in accordance with its laws. In addition to liability for any such punishment or penalty, any such violation

constitutes full and sufficient grounds for the suspension or revocation of any license, permit, or other legal authorization held by the sending agency which empowers or allows it to place, or care for children.

Article V. Retention of Jurisdiction.

(a) The sending agency retains jurisdiction over the child sufficient to determine all matters in relation to the custody, supervision, care, treatment and disposition of the child which it would have had if the child had remained in the sending agency's state, until the child is adopted, reaches majority, becomes self-supporting or is discharged with the concurrence of the appropriate authority in the receiving state. Such jurisdiction includes the power to effect or cause the return of the child or its transfer to another location and custody pursuant to law. The sending agency continues to have financial responsibility for support and maintenance of the child during the period of the placement. Nothing contained herein defeats a claim of jurisdiction by a receiving state sufficient to deal with an act of delinquency or crime committed therein.

(b) When the sending agency is a public agency, it may enter into an agreement with an authorized public or private agency in the receiving state providing for the performance of one (1) or more services in respect of such case by the latter as agency for the sending agency.

(c) Nothing in this compact is construed to prevent a private charitable agency authorized to place children in the receiving state from performing services or acting as agent in that state for a private charitable agency of the sending state; nor to prevent the agency in the receiving state from discharging financial responsibility for the support and maintenance of a child who has been placed on behalf of the sending agency without relieving the responsibility set forth in paragraph (a) of this article.

Article VI. Institutional Care of Delinquent Children.

A child adjudicated delinquent may be placed in an institution in another party jurisdiction pursuant to this compact but no such placement is made unless the child is given a court hearing on notice to the parent or guardian with opportunity to be heard, prior to such child being sent to such other party jurisdiction for institutional care and the court finds that:

(1) Equivalent facilities for the child are not available in the sending agency's jurisdiction; and

(2) Institutional care in the other jurisdiction is in the best interest of the child and will not produce undue hardship.

Article VII. Compact Administrator.

The executive head of each jurisdiction party to this compact designates an officer who is general coordinator of activities under this compact in his jurisdiction and who, acting jointly with like officers of other party jurisdictions, has power to promulgate rules and regulations to carry out more effectively the terms and provisions of this compact.

Article VIII. Limitations.

This compact will not apply to:

- (a)** The sending or bringing of a child into a receiving state by the child's parent, stepparent, grandparent, adult brother or sister, adult uncle or aunt, or the child's guardian and leaving the child with any such relative or non-agency guardian in the receiving state.
- (b)** Any placement, sending or bringing of a child into a receiving state pursuant to any other interstate compact to which both the state from which the child is sent or brought and the receiving state are party, or to any other agreement between the states which has the force of law.

Article IX. Enactment and Withdrawal.

This compact is open to joinder by any state, territory or possession of the United States, the District of Columbia, the Commonwealth of Puerto Rico, and, with the consent of congress, the Government of Canada or any province thereof. It becomes effective with respect to any such jurisdiction when such jurisdiction has enacted the same into law. Withdrawal from this compact shall be by the enactment of a statute repealing the same, but will not take effect until two (2) years after the effective date of such statute and until written notice of the withdrawal has been given by the withdrawing state to the governor of each other party jurisdiction. Withdrawal of a party state does not affect the rights, duties and obligations under this compact of any sending agency therein with respect to a placement made prior to the effective date of withdrawal.

Article X. Construction and Severability.

The provisions of this compact is liberally construed to effectuate the purposes thereof. The provisions of this compact is severable and if any phrase, clause, sentence or provision of this compact is declared to be contrary to the constitution of any party state or of the United States or the applicability thereof to any government, agency, person or circumstances is held invalid, the validity of the remainder of this compact and the applicability thereof to any government, agency, person or circumstance is not be affected thereby. If this compact is held contrary to the constitution of any state party thereto, the compact remains in full force and effect as to the remaining states and in full force and effect as to the state affected as to all severable matters.

HISTORY: Acts 1974, Ch. 477, § 1; 1977, Ch. 131, § 1; T.C.A., § 37-1401.

Appendix B. ICPC Regulation 12

Regulation No. 12 Private/Independent Adoptions

1. The following regulation, as adopted by the Association of Administrators of the Interstate Compact on the Placement of Children, is declared to be in effect on and after October 1, 2012. Words and phrases used in this regulation have the same meanings as in the Compact, unless the context clearly requires another meaning. If a court or other competent authority invokes the Compact, the court or other competent authority is obligated to comply with Article V (Retention of Jurisdiction) of the Compact.

2. **Intent of Regulation No. 12:** The intent of this regulation is to provide guidance and ICPC requirements for the processing of private agency or independent adoptions. The ICPC process exists to ensure protection and services to children and families involved in executing adoptions across state lines and to ensure that the placement is in compliance with applicable requirements. It is further the intent of Regulation No. 12 for the sending agency to comply with each and every requirement set forth in Article III of the ICPC that governs the placement of children therein.

3. **Application of Regulation No. 12:** This regulation applies to children being placed for private adoption or independent adoption whether being placed by a private agency or by an Independent Adoption Entity, as defined herein, or with the assistance of an Intermediary, as defined herein, and as in compliance with the other articles and regulations.

4. **Conditions for placement as stated in ICPC Article III:** Prior to sending, bringing, or causing any child to be sent or brought into a receiving state for placement in foster care or as a preliminary to a possible adoption, the sending agency furnishes the appropriate public authorities in the receiving state written notice of the intention to send, bring, or place the child in the receiving state. The notice contains:
 - (a) The name, date, and place of birth of the child;
 - (b) The identity and address or addresses of the parents or legal guardian. If the identity or address of a birth parent and/or legal parent is not provided, an explanation as to why it has not been provided is included to the extent that it is consistent with the laws of the applicable state;
 - (c) The name and address of the person, agency, or institution to or with which the sending agency proposes to send, bring, or place the child;
 - (d) A full statement of the reasons for such proposed action and evidence of the authority pursuant to which the placement is proposed to be made.
Compliance with this requirement may be met by submission of the documentation required under Section 6 below.

5. Legal and financial responsibility during placement: For placement of a child by a private agency for independent adoption, the private agency is:

- (a) Legally responsible for the child, including return of the child to the sending state if the adoption does not occur during the period of placement.
- (b) Financially responsible for the child absent a contractual agreement to the contrary or a statement by the prospective adoptive parent or parents that they will assume financial responsibility.

6. Sending agency or party case documentation required with ICPC-100A private agency/independent adoption request:

For placement by a private agency or independent entity, the required content to accompany a request packet for approval includes the following:

- a) ICPC-100A: Form requesting ICPC approval to make placement;
- b) Cover letter: A request for approval signed by the person requesting approval identifying the child, birth parent(s), the prospective adoptive parent(s), a statement as to how the match was made, name of the intermediary, if any, and the name of the supervising agency and address;
- c) Consent or relinquishment: signed by the parents in accordance with the law of the sending state, and, if requested by the receiving state, in accordance with the laws of the receiving state. If a parent is permitted and elects to follow the laws of a state other than his or her state of residence, then he or she should specifically waive, in writing, the laws of his or her state of residence and acknowledge that he or she has a right to sign a consent under the law of his or her state of residence. The packet contains a statement detailing how the rights of the parents are legally addressed;
- d) Certification by a licensed attorney or authorized agent of a private adoption agency or independent entity that the consent or relinquishment is in compliance with the applicable laws of the sending state, or where requested, the laws of the receiving state;
- e) Verification of compliance with Indian Child Welfare Act (25 U.S.C. 1901, et. seq.);
- f) Legal risk acknowledgement signed by the prospective adoptive parents, if applicable in either the sending or receiving state;
- g) Statement of authority: A copy of the current court order pursuant to which the sending agency has authority to place the child or, if the authority does not derive from a court order, a statement of the basis on which the sending agency has authority to place the child and documentation that supervision is on-going;
- h) Current case history for the child, including custodial and social history, chronology of court involvement, social dynamics, education information (if applicable), and a description of any special needs of the child. If an infant, at a minimum, a copy of the medical records of the birth and hospital discharge summary for the child, if the child has been discharged;

- i) Foster home license: If the receiving state placement resource previously lived in the sending state and that state has required licensure, certification, or approval, a copy of the most recent license, certificate, or approval of the qualification of the placement resource(s) and/or their home showing the status of the placement resource as a qualified placement resource, if available. If the receiving state placement resource was previously licensed, certified, or approved as a foster or adoptive parent in the sending state and such license, certificate, or approval was involuntarily revoked, a statement of when such revocation occurred and the reasons for such revocation;
- j) Adoptive home study or approval: A copy of the most recent adoption home study or approval of the prospective adoptive family must be provided, including, in accordance with the law of the receiving state, verification of compliance with federal and state background clearances, including FBI fingerprint and Child Abuse/Neglect clearances and Sex Offender Registry clearance, a copy of any court order approving the adoptive home (if entered), and a statement by the person or entity that the home is approved or a revised current home study update if the home study is more than 12 months old;
- k) A copy of the Order of Appointment of Legal Guardian, if applicable;
- l) Affidavit of Expenses, if applicable; and
- m) Copy of sending agency's license or certification, if applicable;
- n) Biological parents' information—social history, medical history, ethnic background, reasons for adoption plan, and circumstances of proposed placement. If the child was previously adopted, the adoptive parents provide the information set forth in this section for the biological parents, if available;
- o) A written statement from the person or entity that is providing post-placement supervision (may be included in adoption home study) acknowledging the obligation to provide post-placement supervision; and
- p) Authority for the prospective adoptive parents to provide medical care, if applicable.
- q) If a home study is completed by a licensed private agency in the receiving state, the sending state does not impose any additional requirements to complete the home study that are not required by the receiving state unless the adoption is finalized in the sending state.

7. Authorization to travel: Additional documents may be requested.

- a) Except as set forth herein, the child is not sent, brought, or caused to be sent or brought into the receiving state until the appropriate public authorities in the receiving state notifies the sending agency, in writing, to the effect that the proposed placement does not appear to be contrary to the interests of the child. Art. III (d).
- b) The sending and receiving state ICPC office may request additional information or documents prior to finalization of an approved placement. Travel by the prospective adoptive parents into the receiving state with the child will not occur until the required

content of the request packet for approval has been submitted, received and reviewed by the sending and receiving ICPC offices and approval to travel has been given, provided, however, a receiving state may, at its sole discretion, approve travel while awaiting provision of additional documentation requested.

8. **Approval by the receiving state ICPC office:** A provisional or final approval for placement must be obtained in writing from the receiving state ICPC office in accordance with the Interstate Compact on the Placement of Children. A signed Form 100A must be provided by the receiving state if the writing was in any other form. In any event, approval or denial must be given within three (3) business days of the receipt of the completed packet by the receiving state Compact Administrator.
9. **Upon placement of a child by the sending agency** following approval by the receiving state Compact Administrator, the sending agency, within five (5) business days of placement of the child, submits a completed 100B form confirming placement to the sending state Compact Administrator. Upon finalization of the adoption, if the sending agency is a private adoption agency, the private adoption agency provides to the sending state Compact Administrator a copy of the final judgment of adoption together with a 100B form for closure, which is then be sent to the receiving state Compact Administrator within thirty (30) business days of entry of judgment. Upon finalization of an independent adoption, the sending agency or entity provides a copy of the final judgment of adoption together with a 100B form for closure within thirty (30) business days of entry of judgment to the sending state Compact Administrator who sends it to the receiving state Compact Administrator.
10. **Notification if child placed in violation of Article III:** A child placed into the receiving state prior to a decision for placement constitutes a violation of Article III and the laws respecting the placement of children of both states; subject to liability cited in Article IV. Penalty for Illegal Placement. A: parties to the placement arrangements, including prospective foster parents, the sending agency, private licensed child-placing agency or legal counsel are responsible for notifying the appropriate ICPC authorities in both states of the circumstances and to coordinate action to provide for the safety and well-being of the child pending further action. If a child has been placed in the receiving state in violation of Article III, a Form 100B indicating the date the child was placed in the prospective adoptive home, together with items listed in Section 6 above, is then filed with the sending state Compact Administrator who forwards them to the receiving state's Compact Administrator. If required documents are provided, the sending state and the receiving state give due and appropriate consideration to placement as permitted under the sending and receiving state laws.

1. Definitions:

- a) - Adoption is the method provided by state law that establishes the legal relationship of parent and child between persons who are not so related by birth or some other legal determination, with the same mutual rights and obligations that exist between children and their birth parents. This relationship can only be termed -adoption after the legal process for adoption finalization is complete.

- b) - Adoption Home Study is a home study conducted for the purpose of placing a child for adoption with a placement resource. The adoption home study is the assessment and evaluation of a potential adoptive parent.
- c) - Adoption Facilitator is an individual that is not licensed or approved by a state as an adoption agency, child-placing agency, or attorney, and who is engaged in the matching of birth parents with adoptive parents.
- d) Independent Adoption is an adoption arranged by a birth parent or other person or entity as designated, defined, and authorized by the laws of the applicable state or states, to take custody of and to place children for adoption.
- e) Independent Adoption Entity is any individual or entity authorized by the law of the applicable state or states to take custody of and to place children for adoption and to place children for adoption other than a state, county, or licensed private agency.
- f) Intermediary is any person or entity who is not an Independent Adoption Entity as defined above, but who acts for or between any parent and any prospective parent, or acts on behalf of either, in connection with the placement of the parent's child born in one state, for adoption by a prospective parent in a different state.
- g) Legal Risk Placement means a placement made preliminary to an adoption where the prospective adoptive parents acknowledge in writing that a child can be ordered returned to the sending state or the birth mother's state of residence, if different from the sending state, and a final decree of adoption is not be entered in any jurisdiction until a: required consents or termination of parental rights are obtained or are dispensed with in accordance with applicable law.
- h) Legal Risk Medical Statement is an acknowledgment by the prospective adoptive parents that known physical, emotional, or other relevant history of the child has been disclosed.
- i) Private Agency is a licensed or state approved agency whether domestic or international that has been given legal authority to place a child for adoption.
- j) Private Agency Adoption is an adoption arranged by a licensed or approved agency whether domestic or international that has been given legal custody or responsibility for the child including the right to place the child for adoption.

Appendix C: ICPC Forms and Instructions:

CS-0525, Interstate Compact Placement Request (100A)

CS-0523, Interstate Compact on the Placement of Children Report on Child's Placement Status (100 B)

Appendix D Glossary

1. Adoption: (DCS Glossary) The social and legal process of establishing by Court order, other than by paternity or legitimization proceedings or by voluntary acknowledgement of paternity, the legal relationship of parent and child. TCA 36-1-102. ICPC Regulation #3: The method provided by State law that establishes the legal relationship of a parent and child between persons who are not so related by birth or some other legal determination, with the same mutual right and obligations that exist between children and the birth parents. This relationship can only be termed adoption after the legal process is complete.
2. Adoption Categories: As defined under ICPC Regulation #3, (a) Independent Adoption: adoptions arranged by a birthparent, attorney, other intermediary, adoption facilitator or other person or entity as defined by state law; (b) Private agency adoption: an adoption arranged by a licensed agency whether domestic or international that has been given legal custody or responsibility for the child including the right to place the child for adoption and (c) Public adoption: Adoptions for public court jurisdiction cases.
3. Adoption Home Studies: Reference “Home studies.”
4. Adjudicated delinquent: DCS Glossary/ ICPC Regulation #3: a person found to have committed an offense that, if committed by an adult, would be a criminal offense.
5. Adjudicated Status offender: DCS Glossary: (a) one who has been adjudged guilty of a status offense (unruly). (b) A term used to designate a child adjudicated by the juvenile court and placed under court supervision, but legally remaining non-delinquent. {(AKA) Child in Need of Supervision (CINS), (CHINS); Person in Need of Supervision (PINS); Deprived Child, Undisciplined Child. ICPC Regulation #3: a person found to have committed an offense that would not be a criminal offense if committed by an adult.
6. Age of majority: DCS Glossary: aka Juvenile: A young person under the age of 18, or as defined in the local jurisdiction as under the age of majority. (Note: In the Juvenile Justice system, a juvenile may remain in the custody of DCS until age 19.) ICPC Regulation #3: the legally defined age at which a person is considered an adult with all the attendant rights and responsibilities of adulthood. The age of majority is defined by state laws, which vary by state and is used in Article V, “. . . reaches majority, becomes self-supporting or is discharged with the concurrence of the appropriate authority in the receiving state.”
7. Approved Placement: (ICPC Article III [d]) the appropriate public authorities in the receiving state notifies the sending agency, in writing to the effect that the proposed placement does not appear to be contrary to the interests of the child.”

ICPC Regulation #3: The receiving state Compact Administrator has determined that “the proposed placement does not appear to be contrary to the interests of the child.”

8. Boarding Home: ICPC Article II (ICPC Regulation #3) as used in Article II (d) means the home of a relative or unrelated individual whether or not the placement recipient receives compensation for care or maintenance of the child, foster care payments, or any other payments or reimbursements on account of the child’s being in the home of the placement recipient (See meaning as “family free”.)
9. Case History: (ICPC Regulation #3) An organized record concerning an individual, their family and environment that included social, medical, psychological and educational history and any other additional information that may be useful in determining appropriate placement. TN DCS/ ICPC case history includes specifically include but are not limited to: current Family Functional Assessment (CS-0777), Well-Being Information and History (CS-0543), and Educational Passport and School Enrollment Letter (CS-0657).
10. Case Plan or Services Plan: (ICPC Regulation #3) Defined as a comprehensive individualized program of action for a child and his/her family establishing specific goals and objective and deadlines for meeting these goals and objectives. TN DCS/ICPC case plan or services plan includes specifically a Permanency Plan.
11. Central State Compact Office or Central Compact Office: (As described in ICPC Regulation #5 and Regulation #3) The designated ICPC office in each State or designated county or regional office in a State who is charged with the responsibility to establish a procedures by which all Compact referrals from and to the state are made. The Central State Compact Office or Central Compact Office serves as a resource for inquiries into requirements for placement into the state for children who come under the purview of this Compact. The Compact Administrator and deputies appointed by the executive head of each state under Article VII are located in this central state Compact office. As specified in ICPC Regulation #3, In states in which ICPC placement referrals are sent directly to receiving state and received directly from sending state by more than one county or other regional area within the state, the “central Compact office” is the designated office within each separate county or other region that sends and received ICPC placement referrals. Currently limited to States of Colorado, California and Ohio.
12. Certification: (ICPC Regulations #3) to attest declare or swear to before a judge or notary public.
13. Child: A person, who by reason of minority, is legally subject to parental guardianship or similar control.

14. Child Welfare Caseworker: (DCS Glossary) A DCS employee responsible for providing case management services for children under the State's supervision, in State custody, or at risk of State custody and their families. Also see Family Service Worker.
(ICPC Regulation #3) A person assigned to manage cases of dependency child who are in the custody or under the supervision of a public child welfare agency.
15. Concurrence: (ICPC Article V [a]) is a written notice of agreement or a recommendation to cease the involvement of the ICPC by achievement of permanency for the child or agreement to cease services. Concurrence is issued by the appropriate authority in the receiving state where designated as appropriate. (ICPC Regulation #3)
16. Conditions for Placement: ICPC Article III establishes conditions for placement which apply to any placement as defined in Article II (d) and regulations adopted by action of the Association of Administrators of the Interstate Compact on the Placement of Children.
17. Courtesy: (ICPC Regulation #3) Consent or agreement between State ICPC offices to provide a service that is not required by ICPC.
18. Courtesy Check: (ICPC Regulation #3) Process that does not involve the ICPC, used by a sending court to check the home of a parent from whom the child was not removed. TN DCS policy 14.23 Orders of Reference applies regarding courtesy checks as defined.
19. Court Jurisdiction Only: (ICPC Regulation #3) A sending state court which has an open abuse, neglect or dependency case that establishes the court's express jurisdiction with the authority to supervise, remove and/or place the child. The child has not been ordered into the custody or guardianship of a public or private agency; or custody of an individual.
20. Custody: (DCS Glossary) The control of actual physical care of the child and includes the right and responsibility to provide for the physical, mental and morale well-being of the child TCA 37-1-102 (b) (8).
21. Emancipation: (DCS Glossary) Emancipated minor: A person under the age of 18 years of age who is totally self-supporting. Or Emancipation to Adulthood: When a youth adjudicated dependent/neglect or unruly reaches the age of 18 or when a delinquent youth reaches the age of 19 and services or custody with DCS are discontinued, the youth is said to have "Emancipated to Adulthood". ICPC Regulation #3: the point at which a minor becomes self-supporting assumes adult responsibility for his or her welfare and is no longer under the care of his or her parents or child-placing agency by operation of law or court order.
22. Emergency Placement: (DCS Glossary) any event in which a child/youth placed in an out-of-home care setting poses an imminent or immediate risk of harm to the physical safety of himself/herself or other individuals. Emergency Confinement:

23. The confinement of a youth (without due process) in a secure setting as ICPC Regulation #3 a temporary placement of 30 days or less in duration.
24. Family Free or Boarding Home: The home of a parent, relative or unrelated individual whether or not the placement recipient received compensation for care or maintenance of the child, foster care payment or any other payments or reimbursements on account of the child's being in the home of the placement recipient. (See Boarding Home)
25. Family Service Worker (FSW): A DCS term used to identify the position previously known as the DCS case manager or home county case manager. The person is principally responsible for the case and has the primary responsibility of building, preparing, supporting, and maintaining the Child and Family Team as the child and family move to permanence.
26. Family Unit: A group of individuals living in one household.
27. Foster Care: Care of a child on a twenty-four (24) a day basis away from the home of the child's parents. Such care may be by a non-custodial parent, relative of the child, by a non-related individual, by a group home or by a licensed residential treatment facility or any other entity. In addition, if twenty-four (24) hour a day care is provided by the child's parents by reason of a court ordered placement (and not by virtue of the parent-child relationship), the care is foster care.
28. Foster Parent: A person, including a relative or non-relative, licensed to provide a home for orphaned, abused, neglected, delinquent or disabled children, usually with approval of the government or a social service agency.
29. Foster Parent Support (RPS): A DCS term is used to identify regional staff previously known as Resource or Foster Parent Support or Residential Case Management or Resource Managers and Recruiters who are currently combined into the Foster Parent Support division.
30. Guardian: A public or private agency, organization or institution which holds a valid and effective permanent appointment from a court of competent jurisdiction to have custody and control of a child, to plan for the child and to do all other things for or on behalf of the child which a parent would have the authority and responsibility for doing by virtue of an unrestricted parent-child relationship. Guardian also means an individual who is a non-agency guardian who holds a currently valid appointment from a court of competent jurisdiction to have all of the authority and responsibility as defined above. (ICPC Regulation #10 and Regulation #3)
31. Guardianship Appointment-Permanent: An appointment is permanent for purposes of the ICPC if the appointment would allow the guardianship to endure until the child's age of majority without any court review, subsequent to the appointment, of the care that the guardian provides or the status of other permanency planning which the guardian has a professional obligation to carry out. (See Legal Guardianship)

32. Home Study: For purposes of PL 109-239, “home study” means an evaluation of a home environment conducted in accordance with applicable requirements of the State in which the home is located, to determine whether a proposed placement of a child would meet the individual needs of the child, including the child’s safety, permanency, health, well-being, and mental, emotional and physical development. As defined under the Safe and Timely Interstate Placement of Children in Foster Care Act, the conclusion of a “home study” conducted under this provision is to address the safety and appropriateness of this resource and to address the appropriateness of the placement of the specific child involved in the ICPC transaction.

33. Hospital or other medical facility: An institution for the acutely ill which discharges in patients when they are no longer acutely ill, which does not provide or hold itself out as providing child care in substitution for parental care or foster care and in which a child is placed for the primary purpose of treatment of an acute medical problem.

34. Incapacitation: The inability of a parent or guardian to care for a child due to an unexpected medical, mental, or physical condition of a parent or guardian (See ICPC Regulation #7)

35. Independent Adoption Entity: Any individual authorized in the sending state to place children for adoption other than a state, county or licensed private agency. This could include courts, private attorneys and birthparents.

36. Institution for the Mentally Ill or Mentally Defective: A facility which is responsible for the treatment of acute conditions, both psychiatric and medical, as well as such custodial care as is necessary for the treatment of such acute conditions of the minors who are either voluntarily committed or involuntarily committed by a court of competent jurisdiction to reside in it. Developmentally disabled has the same meaning as the phrase “mentally defective.”

37. Inter-jurisdictional Placement Under the ICPC: The arrangement for the care of a non-delinquent child in the home of his parent, other relative or non-agency guardian or a family free or boarding home or in a child-caring agency or institution or a licensed residential treatment facility across State lines which is subject to compliance with the Interstate Compact on the Placement of Children and P.L. 109-239 “Safe & Timely Interstate Placement of Foster Children Act of 2006”. Placement may be temporary or long-term resulting in permanency for the child. ICPC placement compliance is not required for inter-jurisdictional placements of a child with any institution licensed or certified to care exclusively for the clinically mentally ill, or clinically mentally defective or epileptic or any institution licensed or certified as primarily educational in character, and any hospital, or other medical facility.

38. Interstate: Involving, connecting or existing between two or more states.
39. Intrastate: Existing or occurring within a state
40. Interstate Compact Administrator: (or ICPC Administrator) Refers to the Officer designated to coordinate activities under the Compact in their jurisdiction (state) and who, jointly with like officers of other party jurisdictions, is designated the power to promulgate rules and regulations to carry out more effectively the terms and provisions of the Compact .
41. Interstate Compact on the Placement of Children (ICPC): A uniform law enacted by all fifty states, the District of Columbia, and the Virgin Islands that establishes orderly procedures for the placement of children across state lines into other party states for the purpose of foster care or preliminary to an adoption and fixes responsibility for those involved in placing the child.
42. Interstate Home Study: A home study conducted by a State at the request of another State, to facilitate an adoptive or foster placement of a child in custody or guardianship of the Sending State. A relative or kin or foster home study conducted by the Tennessee Department of Children's Services personnel or DCS contracted provider based on receipt of a complete ICPC request/referral submitted through the Tennessee Department of Children's Services Office of the Interstate Compact on the Placement of Children in compliance with P.L. 109-239 and TCA 37.4.201 et seq. An Interstate Home Study may be conducted on a relative or foster or adoptive resource who resides in Tennessee and conducted in accordance to appropriate federal and state laws and meet the requirements of TN DCS policy and standards including TN DCS Policy 16.4, 16.8, 16.11, 16.16, 16.20. The Interstate Home Study on relative or kin or foster home or a report on the progress is to be completed within sixty (60) calendar days.

The conclusion of an Interstate Home Study is child-specific recommendation regarding the appropriateness of placement of the child with the identified resource. The Interstate Home Study will serve as the basis for a decision regarding placement under the ICPC.
43. Jurisdiction: (1) The power and authority of a court to hear and decide matters; (2) Fixes responsibility for those involved in placing children.
44. Legal custody: court-ordered or statutory right and responsibility to care for a child either temporarily or permanency.
45. Legal guardianship: a judicially created relationship between child and caretaker that is intended to be permanent and self-sustaining as evidenced by the transfer to the caretaker of the following parental rights with respect to the child: protection, education, care and control of the person, custody of the person, and decision-making. The term legal guardian means the caretaker in such a relationship.

46. Legal risk Placement: A placement made preliminarily to an adoption where the prospective adoptive parents acknowledge in writing at a child can be ordered returned to the sending state or the birth mother's state of residence, if different from the sending state and a final decree of adoption is not be entered in any jurisdiction until all required consents or termination of parental rights are obtained or are dispensed with in accordance with applicable Law.
47. Member state or Party State: U.S. State or Territory that has enacted into law the Interstate Compact on the Placement of Children.
48. Non-agency guardian: Refer to Regulation #10: an individual holding a currently valid appointment from a court of competent jurisdiction to have all of the authority and responsibility of a guardian as defined in ICPC Regulation #10, Section 1(a).
49. Non-custodial parent: A person, who at the time of the commencement of court proceedings in the sending state, does not have sole legal custody of the child or physical custody of the child.
50. Non-offending parent: The parent who is not the subject of allegations or findings of child abuse or neglect.
51. Non-relative: A person not connected to the child by blood, marriage or adoption or otherwise defined by the sending or receiving state.
52. Parent/Guardian: A biological, adoptive parent or legal guardian as determined by applicable state law and is responsible for the care, custody and control of a child or upon whom there is legal duty for such care.
53. Parent study: 16.20* ICPC Parent/Guardian Expedited Assessment is used to conduct a study on a parent or stepparent pursuant to the ICPC. This assessment is completed in twenty (20) calendar days.
54. Permanency: Permanency for children involved in an inter-jurisdictional placement under the Interstate Compact on the Placement of Children is defined as adoption, reaching the age of majority, becoming self-supporting or is discharged with concurrence in the following: legal custody returned to parents; legal custody granted to relatives; permanent guardianship ordered with or without subsidy; and sending State's jurisdiction terminated. Once permanency for a child has been achieved, the ICPC incident is closed to further services. Transfer of jurisdiction of a child to another State is not a permanency goal of the ICPC. Transfer of Jurisdiction is a legal transaction subject to the terms of the UCCJEA.
55. Party State or Member State: U.S. State or Territory that has enacted into law the Interstate Compact on the Placement of Children.
56. Placement: The arrangement for the care of a child in a family free or boarding home (with parents, other relative or non-agency guardians) or institution such as licensed Residential Treatment Facility or licensed Group Homes.

57. Placement Categories: ICPC Regulation #3 identified four (4) types of placement categories: (1) Adoptions: Placement preliminary to an adoption (Independent, private or public agency adoptions); (2) Licensed or approved foster homes: Placement with related or un related caregivers; (3) Placements with parents and relatives: when a parent or relative is not making placement as defined in Article VIII (a) "Limitations" and (4) Group Homes/Residential treatment placements of all children: including adjudicated delinquents in institutions in other states as defined in Article VI and Regulation No. 4.
58. Placement Services Division (PSD): A DCS term is used to identify a combined division which include staff previously known as Foster Parent Support Unit or Residential Case Management Staff, Resource Managers, and Recruiters. This newly formed division is responsible for recruitment of DCS Foster Families, support to DCS Resource Families, and Placement of all children in DCS custody including referrals to private provider agencies.
59. Primarily educational Institution: An institution which operates one or more programs that can be offered in satisfaction of compulsory school attendance laws, in which the primary purpose in accepting children is to meet their educational needs and which does not do one or more of the following: (a) accept responsibility for children during the entire year; (b) provide or hold itself out to provide child care constituting nurture sufficient to substitute for parental supervision and control or foster care; (c) provide any other services to children, except for those customarily regarded as extracurricular or co-curricular school activities, pupil support services, and those services necessary to make it possible for the children to be maintained on a residential basis in the aforementioned school program or program.
60. Prospective Adoptive Parents: Individual or Individuals with whom a child is placed as a preliminary to a possible adoption. Prospective Adoptive Parents cannot be considered a non-agency guardian of the child for the purpose of determining applicability of the ICPC to the placement unless the individual would qualify as a lawful recipient of a placement of a child within having to comply with the ICPC as provided in Article VIII (a).
61. Public Child Placing Agency: Any government child welfare agency or child protection agency or a private entity under contract with such an agency, regardless of whether they act on behalf of a state, county, municipality or other governmental unit and which facilitates, causes or is involved in the placement of a child from one state to another.
62. Receiving State: The party state to which a child is sent, brought, or caused to be sent or brought, whether by public authorities, courts or private persons or agencies, and whether for placement with state or local public authorities or for placement with private agencies or persons.

63. Safe and Timely Interstate Study Report: Per P.L. 109-239, a State is required to complete and report on foster and adoptive home studies requested by another State within 60 calendar days of receipt of the request. If the requirements for the foster or adoptive study requested cannot be completed within the 60 calendar day period, the “report” is necessary to document the progress toward completion of the study, identifies the barriers to completion of that study and projects a timeframe in which it is anticipated that the foster or adoptive study is completed and a decision issued. Such a report is due at the 60 calendar day juncture and every 30 days thereafter until the study is complete and a decision is issued regarding placement. Maximum time frame to complete a foster or adoptive study per ICPC Regulation #2 is 180 days.
64. Sending State: A party state, officer or employee thereof; a subdivision of a party state, or officer or employee thereof; a court of a party state; a person, corporation, association, charitable agency or other entity which sends, brings or causes to be sent or brought any child to another party state.
65. Substantial relationship: The proposed placement resource has spent more than cursory time with the child, is known to the child and has established more than a minimal bond with the child. (See ICPC Regulation #7)
66. Supervision: Monitoring of a child and the child’s living situation by the receiving state after the child has been placed pursuant to an approved placement under Article III (d) of the ICPC or pursuant to a child’s relocation to a receiving state in accordance with Regulation 1 of the ICPC.
67. Timely Interstate Home Study: Per P.L. 109-239, the term ‘ timely interstate home study’ means an Interstate Home Study completed by a receiving State within 30 working days after receipt of an ICPC request which meets all statutory requirements of the applicable Interstate Compact statute from a sending State. A Timely Interstate Home Study will meet all requirements under TN DCS Policy 16.20, and will include a child-specific recommendation for the placement of the child and will identify further requirements per TN DCS policy that must be met.
68. TN DCS Regional Staff: References to TN DCS Regional Staff throughout this document may be specific, such as TN DCS Regional FWS or PSD or generic example, home study preparer or educational support staff. However, the term designates where primary responsibility for the action on behalf of the child or family resides.
69. Trial Home Visit is defined as the return of physical custody of the child to a parent, relative or other appropriate individual to determine whether full custody should be granted to that parent, relative or other appropriate individual; however, the State retains legal custody during the trial home visit period. Pursuant to the ICPC, trial home visit is considered a placement and must be compliant with the ICPC prior to physical custody being granted.

70. Types of “home study” as defined in ICPC Regulation #3:

- a) Adoption Study: A study conducted for the purpose of placing a child for adoption with a placement resource. The adoption study is the assessment and evaluation of a prospective adoptive parent(s);
- b) Foster Study: A study conducted for the purpose of placing a child with a placement resource who is required to be licensed or approved in accordance with federal and/or receiving state law;
- c) Parent study: Applies to the study conducted - to determine whether a parent placement meets the standards for reunification of a child with a parent.
- d) Relative study: A study conducted for the purpose of placing a child with a relative. Such study may or may not require the same level of screening as required for a foster study or an adoption study depending upon applicable law and/or requirement
- e) Non relative study: A study conducted for the purpose of placing a child with a non-relative. Such a study may or may not require the same level of screening as required for a foster study or an adoptive study depending upon the applicability law and/or requirements.

70. Other Definitions: Other Definitions that are unique to the ICPC or affect processing under inter-jurisdictional placements are contained in the Regulations, Work Aids and instructions associated with required forms.