

**ARKANSAS DEPARTMENT OF HUMAN SERVICES
DIVISION OF CHILDREN AND FAMILY SERVICES
CFS-471
DISCLOSURE FOR ADOPTION**

PURPOSE

The purpose of this form is to document that a prospective adoptive parent(s) has received specific, non-identifying information and reports about a child. It further documents that the Adoption Specialist has reviewed the information and reports with the prospective foster parent(s). This disclosure is required for all adoptions.

COMPLETION

The Adoption Specialist for a child will complete the form after the child's adoption summary and packet have been completed and an adoptive family has been selected. In relation to a foster parent or kinship foster parent adoption, the Adoption Specialist will complete the form after the child's adoption summary and packet have been completed and before the assessment/adoption home study is completed.

Mark the check boxes () to indicate what types of information and reports have been included in the disclosure documentation. In most cases the dates of the information and reports are required. Insert the date of **each** separate report.

There are three parts in the "SIGNATURES:" section of the form (CFS-471).

- The **first part** is for the Adoption Supervisor to document when he/she reviewed the disclosure packet (adoption summary and packet and CFS-471). The Adoption Specialist gives the disclosure packet to the Adoption Supervisor, who will enter the date the disclosure was reviewed and sign the form to confirm the adoption summary and packet and CFS-471 are accurate.
- The **second part** is for the prospective adoptive mother and prospective adoptive father to document that they received copies of the adoption summary and packet and form from their Adoption Specialist. The prospective adoptive parent(s) will sign the form and enter the date the disclosure packet was received. The Adoption Specialist will sign and date the CFS-471 to confirm when the information was given to the prospective adoptive parent(s).
- The **third part** is for the prospective adoptive mother, prospective adoptive father and the Adoption Specialist to document that the Adoption Specialist has reviewed the disclosure packet with the prospective adoptive parent(s). The prospective adoptive parent(s) will enter the date the adoption summary and packet and CFS-471 were reviewed with them and sign the CFS-471. The Adoption Specialist will sign and date the CFS-471 to confirm the disclosure packet was reviewed with the prospective adoptive parent(s).

ROUTING

The original signed CFS-471 must be filed in the child's adoption record. A copy must be given to the prospective adoptive parent(s).

TIMING FOR PRESENTING THE DISCLOSURE DOCUMENTS:

- The child's adoption summary and packet and CFS-471 must be presented to the prospective adoptive parent(s) **prior** to initiating the pre-placement visits.
- In relation to a foster parent or kinship foster parent adoption, the child's adoption summary and packet and the CFS-471 must be presented to the prospective adoptive parent(s) **during** the assessment/adoption home study process.