



Circles of Care Domestic Adoption Fee Description

This fee description and agreement is part of the Adoption Contract (Attachment A)

See also Adoption Fee Policy

Name	Description	Fee
Application	Prospective adoptive families must submit a Private Adoption Application providing information and answering questions about adoption. The form is submitted online or can be completed manually and submitted to Circles of Care office. Circles of Care reviews and assesses the application for initial basic requirements. The application is good for three years at which time a new application is required to ensure information is up to date.	\$300.00 Due with submission of application. Non-refundable.
Pre-Placement Services	Pre-Placement Services: 3 areas related to pre-placement services	
a. Pre-Placement Services – Initial Program Fee	Adoption Contract reviewed and signed with adoptive parents outlining services and fees. Creation of client file, data entry, employee assignment, initial contact and consultation, background check, and planning and coordination for next steps.	\$750.00 Due upon acceptance and basic qualifications met. Non-refundable.
b. Pre-Placement Services – Training	Training on parenting and adoption including child development, shaken baby syndrome, behavior management, protecting children, CPR, and first aid.	\$1,200. Half is due at the time of first training session and the balance is due at completion of training and prior to the Home Study as information from training is discussed and included in the Home Study report. If a family drops out before training completion, a prorated fee will be assessed based on the amount of training completed and a refund will be provided.
c. Pre-Placement Services – Home Study	The Home Study is an assessment process that has several elements. It is a detailed, written report about the adoptive family. The Home Study requires the adoptive parents to gather certain documents such as financial information, social security cards, and marriage certificates or divorce decrees. There is a minimum of three Home Study interview meetings. Each family member will be interviewed separately and together. Each Home Study is reviewed and signed by management and administrative staff.	\$950.00-\$2,100 Dependent on size of family (number of household members) <i>Half is due at the time of first Home Study interview appointment, and the other half is due at conclusion of the Home Study report. Non-refundable.</i>
Pre-Placement Services Total	The total for Pre-Placement services including the (a) Initial Program Fee, (b) Training Fee, and (c) Home Study.	Pre-Placement Services total- \$2,900- \$4,050
Programing Fee	This fee enrolls a client with the agency at the completion of pre-placement services. This fee is for ongoing case management, adoption planning, 24-hour emergency response, presentation of profiles to agency birth parent(s), presentation of birth parent	Agency-identified– \$3,000 Family-identified – \$N/A

	information to adoptive parents, program administration work, personnel, procedural client support, and advertising costs.	<i>Due after completion of pre-placement services. Non-refundable.</i>
Placement Services	The placement fee is for placement of the child in the adoptive home. It covers marketing and advertising to identify expectant parent(s), adoption planning with birth parents(s), hospital plan with birth parent(s), post-adoption agreement plan with birth parent(s) and adoptive parent(s), management of expense, coordination and facilitation of meetings and contacts between adoptive family and birth family, case management, and overhead expenses including rent, utilities, repair, accounting fees, insurance, office supplies, and technology expenses: website and software.	Agency Identified – \$4,000 Adoptive Parent Identified – \$1,000 <i>Due at the time of child placement or up to 30 days prior to scheduled placement. Non-refundable if paid at the time or after placement occurs. If the fee is paid in advance in anticipation of the placement and placement does not occur, the fee will be refunded.</i>
Post-Placement Services	After placement of a child, the adoptive family is required to have a supervisory period of six (6) months before the adoption is finalized and legally consummated. The supervisory period includes at least five (5) home visits and case management support to the adoptive parents and child to ensure the family is adjusting. This includes assessing the child's well-being, case management documentation on home visits, supervisory review of post-placement documentation, adoption service planning until legal consummation, and court reports. These fees also cover costs for administration including correspondence with relevant attorneys, postage, and copying.	\$8,000 Half is due at time of placement, and the other half is due at the 3-month mark of the supervisory period. <i>If the placement breaks down before the 3-month mark, the second payment will not be due.</i>
Circles of Care Services Adoption Services Total	The total for Circles of Care Adoption Services including the Application, Pre-Placement Services, Programming Fee, Placement, and Post Placement Services. The range is based on family size for the Home Study and whether the family is agency-identified or family-identified.	Total- Adoption Services 12,200-19,350

Other Fees and Expenses- Legal Fees

Name	Description	Fee
Legal	Adoptive Parents are responsible for all legal fees. Circles of Care Legal Fees: \$2,500-\$3,000 Termination of Parental Rights: Petitioning and Court proceeding to terminate parental rights. Fees typically range \$2,000-\$4,000. Finalization Consummation Legal Fees: Adoptive Parents will be required to obtain their own adoption attorney to finalize their adoption. This fee is paid directly to their attorney. Fees typically range \$2,000-\$4,000. Birth Parents Legal Fees: Circles of Care encourages all birth parents to have separate legal representation at time of surrender of their child for adoption. Adoptive parents will be responsible for fees related to this representative and fee for these services will be paid directly to Circles of Care to maintain confidentiality and to avoid legal conflicts of interest. Fee range is typically \$1,000-\$3,000.	See description. Range \$7,000-\$14,000

	Total Adoption Services and Legal fees <i>This range is dependent on family size for the home study, whether the family is agency identified or family-identified and specific adoptive family chosen attorney costs.</i>	\$19,200-\$33,350
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Other Fees and Expenses- Birth Parent Expenses

These fees and expenses are not Circles of Care fees but are additional expenses that Circles of Care might have incurred on behalf of the birth mother that are passed on to the adoptive parents.

Name	Description	Fee/amounts
Birth Parent Pass-through Expenses: Medical	A birth mother's pre-natal care, labor, delivery, and other related medical costs may or may not be covered by health insurance or Medicaid if the birth mother does not qualify. In the event that there is no or minimal insurance and/or copay fees, the adoptive family must pay the full cost of the prenatal care and delivery. Circles of Care works with birth mothers to obtain financial assistance such as Medicaid, however, Circles of Care makes no guarantees to the availability. Adoptive parents must secure medical insurance for the child immediately after placement and be prepared to provide a copy of coverage.	These costs can range from \$2,000-\$30,000 depending on the birth mother's medical coverage, or lack thereof as well as medical provider and hospital charges. <i>Birth mother expenses are non-refundable.</i>
Birth Parent Pass-through Expenses: Basic Needs	An expectant mother may need financial assistances to meet her and her child's basic needs. Basic needs may include rent, utilities, food, transportation, and other reasonable living expenses. Circles of Care will work with birth mothers who may need assistance to ensure they receive any public assistance available they may qualify for including assistance for housing, food, clothing, and utilities. If the birth mother is able to meet her basic needs, Circles of Care will not disrupt these services. Circles of Care will only pay for basic needs if the birth mother is not meeting her own basic needs and there is no other public assistance. These costs are documented with receipt and passed on to the adoptive parents.	Cost can range depending on need and the birth mother's circumstances. Costs can typically range from \$1,000-\$10,000. <i>Due within 30 days of child placement.</i> <i>Birth mother expenses are non-refundable.</i>
Total Other Fees and Expenses	Pass-through Medical and pass through Basic needs. Other expenses total range-\$ 3,000-\$40,000	

Other Possible Expenses

Mileage	Adoptive parents will be responsible for mileage surcharge at a rate of \$.51 per mile in cases when the Adoptive Family lives more than 160 miles, in a round trip, away from any one Circles of Care office.	<i>Cost will vary by case. Mileage surcharge, if applicable, will accrue throughout the course of the adoption process. Mileage will be tracked and verified by Circles of Care, and the mileage fee will be paid in a lump sum due within 30 days after the adoption is complete.</i>
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Total- 22,200-73,350

This total is dependent on the birth parent(s) and child the adoptive parents are matched with and chooses, if there are any pass through birth parent expenses for basic needs and medical as well as variations in legal expenses.

Definitions:

Agency-Identified: This is when the birth parent(s) have submitted an application to Circles of Care to match them to a potential adoptive parent(s). Circles of Care has completed Adoption Planning and other services with the birth parent(s).

Family-Identified: This is when the birth parent(s) and adoptive parent(s) identify or find each other. They often are connected or know each other through family or friends. They reach out to an agency to guide them through the adoption process and provide services.

Adoptive Parent Signature

Date

Adoptive Parent Signature

Date

Circles of Care Representative

Date