



Dear Prospective Adoptive Family

We are happy to hear of your interest in and desire to adopt a child. Whether you are unable to have birth children, wish to expand your family through adoption, or desire to liberate a child from a childhood of institutionalized care, we commend you for opening your hearts to the children of the world who are waiting for loving and permanent homes.

We are a fully licensed, private, non-profit 501(c)3, child placing agency. Our professional staff has over 200 years of combined adoption experience and has joined together because we LOVE what we do! Over the years, we have helped many couples complete their families through the miracle of adoption and are dedicated to ensuring that you receive your child in an efficient and caring manner.

We have a strong domestic program and are currently placing children born in the United States into homes of approved adoptive applicants. Additionally, we are Hague-accredited by the Council on Accreditation and place children from the countries of Kyrgyzstan and Latvia. These are children who have been born out of wedlock, orphaned by the death or debilitating illness of one or both of their parents, abandoned because of economic hardship, and even cultural bias encouraging preference to one gender over another. These children have not had the advantage of permanence in their lives, and without the prospect of adoption, they would likely not know the joys of a family ready and anxious to parent. Please ask if you would like information on our international programs.

Enclosed is information about our domestic program which will explain the adoption services that we provide and answer many of your questions. Enclosed in this packet you will find the following material:

- Domestic Adoption FAQ
- Domestic Program Agency Fee Schedule
- Adoptive Family Questionnaire
- Adoptive Family Profile Book Guidelines

When you are ready to begin your adoption journey, please complete the Adoptive Family Questionnaire included in the information packet and return to us via email info@premieradoption.org, or call us at 702-475-4910, and we will send you your login information to begin the application process.

Premier Adoption's state-of-the-art adoption management software provides adoptive families with access to a secure online account to process paperwork. This provides 24/7 access to view the status of your adoption and easy-to-use steps to complete documents.

Sincerely,

Catharine Murray, LCSW
Executive Director

Frequently Asked Questions – Domestic Adoption

Q. Who can adopt?

A. Married couples and individuals over the age of 18 years who are at least 10 years older than the child to be adopted who meet state adoption requirements.

Q. What children are available?

A. Children available through our domestic program are primarily newborns. Occasionally, we place older children ranging in age from zero to five years of age. However, most domestic placements are infant placements. Our birth parent outreach brings in a representative cross section of all race and socio-economic demographics.

Q. How long does it take to receive a child?

A. Families entering our infant domestic program cannot be guaranteed that a child will be placed in their home within a specific time frame. Your profile could be chosen the first time it is shown to a birth parent or after many times. We have also found no rule that universally applies to what attributes birth parents are looking for in the family they choose to adopt their child (e.g., age, number of children, ethnicity, external appearances, socio-economic standing, religion, etc.). You will be selected by a birthmother who feels good about her child being raised in your family. Due to Premier Adoption Agency's commitment to counseling our birthparents on all their options and respecting freedom of choice, no placement is ever guaranteed with a birthparent matched to a family, even if living expenses have been paid on a birthparent's behalf. We will never pressure a birthmother to place her child if she no longer feels adoption is the best decision for her and her baby.

Q. How does the process work?

A. At the time you submit your Application for Domestic Services, the application fee of \$450 is due. We then assist you in conducting your homestudy. If your homestudy is already completed, we will review it to ensure it meets our requirements and collect all supporting documentation to complete your file.

After you have completed the Adoptive Parent's Preference Form outlining all of your preferences, we will help you prepare your family profile book which is given to eligible birth parents when they are ready to select adopting parents for their baby (also refer to Profile Book Guidelines at the end of this packet).

Once your file is complete and the application process is finalized, you will become a registered family. You will be given a password to access information contained on the available situations page on Premier Adoption's website at www.premieradoption.org/adoption-situations/. We recommend that you visit this page often to review all new posted situations.

Once reviewing situations, you will indicate whether you would like your profile to be presented by clicking "please show my profile." You will receive an email invitation to

attend a call with the birth parent caseworker who will provide more information on the adoption situation and will be able to answer any questions you may have. When reviewing available situations online, you will be provided with social and medical histories, possible risks, and total projected expenses.

When your family is selected, we will contact you and give you instructions on how to proceed. We will also help facilitate any phone communication or face-to-face meetings, should both parties desire that. If you decide to accept the child referral, you are considered “matched” and the file activation/matching portion of the agency fee (\$3,500) is due in addition to reimbursing the agency for prior expenses for the birth parents, and all projected expense money to support the birth mother.

Once a birthmother and adoptive family match is made, Premier continues to facilitate communication needs and requests while waiting for the baby to be born. A birth plan is put in place, outlining the birthmother’s requests at the delivery and the duration of her stay at the hospital.

Four weeks prior to the birthmother’s due date, the remainder of the agency fee (see sliding scale) is due. It should be sent via secured funds to be held in escrow until the birthmother signs her relinquishment/consent paperwork. Once the birthmother signs her relinquishment/consent paperwork after birth, the remainder of the agency fee is deposited. Placement documents between you and Premier are signed outlining the physical and shared legal responsibilities for the baby until the adoption is legally finalized.

Q. What is a Profile Book?

A. A Profile Book is the book, prepared by you, that will be presented to the birthparents to assist them in selecting a home for their baby. Here are some guidelines to follow:

- Prepare five booklets no larger than the standard **8½” x 11”** format. Keep one copy for your own reference, as we cannot guarantee that we will be able to return any books to you.
- Be creative. It’s a book that represents who you are and your family life. Include lots of photos of yourself, your spouse, your home, your other children, pets, etc.
- Write a letter describing yourself and your family and why you want to adopt a child.
- Refer to Profile Book Guideline at the end of this packet.

Q. What happens if we change our mind after we are matched?

A. Should you choose to withdraw from the match, you may do so. The \$3,500 file activation/matching fee and any financial support for a birthparent is forfeited.

Q. What happens if the birthmother changes her mind after a match?

A. If the match does not follow through to a placement of a baby, then the family is again placed back in the pool of adopting applicants. The \$3,500 file activation/matching fee and any birth parent financial support paid to date is lost. All birth parent expense money

not expended is returned. When a family gets matched with another birthmother, the file activation/matching fee is repaid. This process repeats until placement. The family can withdraw their profile at any time.

A family is eligible to remain on the Agency's waiting family list as long as they have an active homestudy. This homestudy must be updated annually in order to keep their application with Agency active. A family is removed from the waiting family list if they don't have an active homestudy and/or if the family has been placed with a child, either through Premier or another source. Since most birthmother expenses are considered to be donations, you may wish to consult with your tax professional regarding the deductibility of these expenses.

Q. What happens after the baby is born?

A. After birth, it is mandatory that the birthmother wait a legally designated amount of time prior to signing relinquishment of parental rights (72 hours after birth in Nevada and Arizona, and 24 hours after birth in Utah). What happens between the delivery of the baby and the signing of relinquishment documents is dictated by the birthparent's birth plan. If inter-state travel is required, plan on a seven to ten day stay to complete all necessary paperwork (i.e., Interstate Compact on the Placement of Children documents) after placement. When such travel is not necessary, the family can return home immediately after the birthmother has signed relinquishment documents and the child is released from the hospital. Finalization of the adoption varies depending on your state of residence, but usually consists of hiring an attorney to file your adoption petition, terminating parental rights if a birth father has not consented to the adoption, completing post-placement supervisory visits according to the laws of the state in which you will finalize your adoption, and submission of other paperwork as required by local courts.

Q. What are the adoption fees?

A. Total agency fees vary depending on the gross combined annual income of the adopting parents. Nevada state law requires that we establish a sliding scale based on income. Our fees, based on this sliding scale, range from \$13,500 to \$21,500. Birthmother expenses vary. In addition, families are required to pay for their pre-placement homestudy evaluation, application fee of \$450, file activation/matching fee of \$3,500, post-placement supervisory visits, legal expenses, and travel expenses (if applicable).

Q. What is an adoption homestudy?

A. The homestudy is a 7-10 page document revealing the results of an in depth evaluation of you, your family and your home. It describes in detail who you are, where you come from, and your motivation to adopt. The homestudy is composed of many items. For example, results of criminal and child abuse background checks, interviews with the applicants, personal questionnaires, medical reports, reference letters, a thorough home inspection, and many more. The homestudy is generally conducted by a social worker trained to evaluate and educate families about adoption related issues including readiness and preparation for the adoption experience.

Q. How long does a homestudy take to complete?

A. The time it takes to conduct a homestudy varies depending on your state of residence. The homestudy process usually takes one to three months in most states.

Q. Who will complete our homestudy?

A. Each state has specific requirements as to who can conduct a homestudy. The State of Nevada requires a licensed social worker with a licensed agency to conduct the homestudy. Premier can conduct your homestudy if you reside in Nevada or Utah.

Q. When should we start our homestudy?

A. The homestudy is the first step in the adoption process. If you are ready to begin the adoption process you should begin the homestudy as soon as possible.

Q. What are post placement reports?

A. Post placement reports chronicle the visits in report form made by a social worker between the time of placement and prior to finalization, in accordance with the laws of the state in which you are finalizing your adoption. These visits determine how you and your child are adjusting. The number of visits required varies in each state. If you are completing your adoption in the State of Nevada, you will need six monthly post-placement visits before being able to finalize. In the State of Utah, one post-placement visit is required to finalize.

Q. Is there a difference between a domestic and international homestudy?

A. A domestic homestudy needs to meet the homestudy standards for your state and an international homestudy needs to meet immigration standards along with the standards of the country from which you are planning to adopt. Premier is Hague-accredited by the Council on Accreditation and is able to conduct a Hague homestudy for adopting families adopting from a Hague country.

Q. How are we going to afford this?

A. Adoption is expensive. There are many resources available to you. Check out our website on *Affording Adoption* at www.premieradoption.org. Consider the tax credit and fundraising options.

If you need help or have any questions, please call us for assistance and suggestions.

A final thought: Adoption is a beautiful journey. Just like anything new, there are many new things to learn. You may want to keep this information handy in order to refer to it from time to time during the process.



Domestic Program Fee Schedule

The fees are broken out into three parts: Application Fee, File Activation/Matching Fee, and Placement Fee. Our Placement Fee is determined by a sliding scale based upon a family's gross income.

Application Fee. *Paid upon submission of Application for Services.....\$450*
Matching Fee. *Paid upon accepting the match with the birth parent(s).....\$3,500*
Placement Fee. *Paid four weeks prior to due date and held in escrow until birth mother signs relinquishment documents.....See sliding scale below*

Total Gross Family Income	Placement Fee
\$39,999.99 or less	\$13,500
\$40,000-\$49,999.99	\$14,500
\$50,000-\$59,999.99	\$15,500
\$60,000-\$69,999.99	\$16,500
\$70,000-\$79,999.99	\$17,500
\$80,000-\$89,999.99	\$18,500
\$90,000-\$99,999.99	\$19,500
\$100,000-\$109,999.99	\$20,500
Over \$110,000	\$21,500

Fee for each additional child adopted at the same time from the same location: \$3,500

Note: Homestudy and post-placement fees vary by state and by agency. If you are in Utah or Nevada, we can do your homestudy and post-placement visits. Ask about our current fees. If you are in another state, we can help you find a homestudy agency. Homestudy and post-placement visits are required for all adoption programs.

All other fees incurred during the adoption process are the client's responsibility. These fees include but are not limited to: legal expenses, travel, reasonable birthmother expenses, other agency fees, facilitation fees, adoption attorney fees, etc.

I/We have read and understand completely the fees as set forth in the above Domestic Program Fee Schedule and have received a copy of same. I/We also understand that the application fee, matching fee, birth mother living expenses that are paid to Premier Adoption Agency are non-refundable with the exception of the Placement Fee if the birthmother does not sign legal documents relinquishing/consenting to the adoption of her child. Please note: Once you accept a match, the \$3,500 is **non-refundable** nor transferrable to another situation.

Signed

Date

Signed

Date



Adoptive Family Questionnaire

Date: _____

Name: _____

Address: _____

Telephone: _____

Email: _____

How did you hear about our agency? _____

- | | | |
|---|---------------------|-------|
| 1. Do you have a completed homestudy? | YES | NO |
| 2. Do you have a "Dear Birthmother Letter" complete? | YES | NO |
| 3. Are you gender specific?
If yes, please specify: _____ | YES | NO |
| 4. Are you specific about ethnicity of the child?
If yes, please specify: _____ | YES | NO |
| 5. Are you open to alcohol exposure?
Please explain: _____ | YES | NO |
| 6. Are you open to drug exposure?
Please explain: _____ | YES | NO |
| 7. Are you open to a situation with a family history of mental illness?
Please explain: _____ | YES | NO |
| 8. After placement are you open to communicating with the birth family via: (please mark all that apply) | | |
| Mailed Pictures and Letters through Agency | Phone Calls | Email |
| Social Media | Unsupervised Visits | |
| 9. Are you open to paying for birthmother living expenses? If yes, please specify the maximum you are open to (minimum is \$5,000): _____ | YES | NO |
| 10. How long are you willing to wait for placement? _____ | | |

Please provide any additional information that will help us understand your preferences for this adoption. _____

Adoptive Family Profile Book General Guidelines:

All photos used in your profile book should be no older than five years. The exceptions are, if they are photos of your wedding, a photo of you dating, or a photo at the birth of another child. Some other exceptions can be made, but we want to show snapshots of your life as it is today.



When using photos that are not explained in an accompanying paragraph, be sure to include a sentence about who is in them, and where you are. A photo showing 30 muddy people in front of a tree might mean more to someone if they were told it's a family reunion photo taken over the July 4th weekend last year, after you participated in a rainy/muddy game of capture the flag with family from five different states.

Please remember, these are simply guidelines to hopefully help get your ideas flowing. If you would like to combine, expand or add to these page guidelines, please feel free!

(Cover Page) It's "Family Photo" time! Take a portrait of everyone living in your household including other children, and pets. It doesn't have to be professional, as long as it's happy. The back cover looks great with a photo as well, don't pass that up!



(Page 1) Write a letter to the birth mom. Be sure to include a "why we chose adoption" section, and if you are considering an "open" adoption, feel free to write your thoughts on that as well.

(Page 2) Introduce us (birth parents) to your family. Tell us a little bit about yourselves in paragraph form. Three paragraphs should be just about right, but feel free to tell more, too! Be sure to include photos of you as a couple, you as individuals, or you with extended family. What are your philosophies on parenting or on life?

(Page 3) Our Family - We love to hear stories of how you met, how long you've been married, what you like to do together for fun... Have Dad write a few remarks about Mom, and Mom write a few thoughts about Dad. Show off your personalities! Photos should be fun and light. Are there any pets I will meet? What are they like? Will I be doted on by a loving big sister or brother? Is religion important in your home?



(Page 4) Our Home - Show me your home and tell me about your neighborhood. Are there parks nearby? Do you go on walks together? Some ideas include photos of your home from the front during each season of the year. Or, photos of the backyard, of Dad mastering the grill, or of Mom's beautiful flower garden. Will you spend hours and hours decorating cookies in the family's favorite room of the house? Is there a fireplace you'll snuggle up together by with a book on snowy days?

(Page 5) Our Adventures - Have you traveled to places near or far, spent time doing exciting things or visiting exotic places? Do you have family board game night or Lego building challenges? What kinds of fun adventures are you looking forward to having with your child? Will you go camping and take the ATV's? Have you ever been kayaking, wave-running, snowboarding or played



hockey? Have you been snorkeling or run a 5k? How about dressing up for Halloween? Tell us all about your fun adventures and interests.

(Page 6) Extended Family and Family Traditions - Do you celebrate Christmas, Hanukkah, or Boxing Day? Do you like to cook the Thanksgiving turkey a different way each year? Does Dad always wear his NBA team's basketball jersey over his work clothes on game day? What does my Grandma like to be called, and where does she live? Do I have any cousins that can't wait to meet me?

(Page 7) Thank you – Share your feelings and ending thoughts. Thank birthmothers for considering you as parents of their baby. You may also leave it open ended for the birthmother by saying something like, “If you have any questions, please feel free to ask us. We are open to answering any questions you may have.”



Now print your book. An internet search for photo book printing will yield results such as shutterfly.com, mixbook.com, snapfish.com, and many other online businesses that make the process simple. Prepare five booklets for us, no larger than the standard **8½" x 11"** format. Print one copy for your own reference, as we cannot guarantee that we will be able to return any booklets to you. Please contact Premier Adoption if you have any questions or get stuck. We're happy to help!