



Arizona Department of Child Safety

Douglas A. Ducey
Governor

Gregory McKay
Director

To: All DCS Field Staff and Field Management

From: Shalom Jacobs, Deputy Director of Field Operations

Re: Requirements for DCS Consents for Adoption

Date: January 24, 2018

Revised: February 5, 2018

Effective January 24, 2018, DCS dependent children with a permanency goal of adoption must be placed in the prospective adoptive parent(s) home for at least six months prior to the Department consenting to the adoption. Any exceptions must be approved by the Regional Program Administrator prior to giving DCS consent.

Twenty-four hours prior to the final adoption hearing, the Department shall conduct a check of the CHILDS database to determine if there are any open DCS investigations on the prospective adoptive placement. The Department shall inform the court and all parties in the adoption and dependency matters of any open DCS investigations. If there is an open DCS investigation on the prospective adoptive placement, the Department shall inform the court and all parties that DCS consent will be withdrawn at this time due to an open investigation.

The Department shall conduct and submit a social study to the court, ten days before the hearing on the petition to adopt. The social study shall include information as required by Department policy.

Preparing Finalization Documentation

For all prospective adoptive parents, complete the Social Study (CT04500 in the Court Document Detail). **Social Study part 2 (CT 05200) is not intended to be a substitute for the 10 day report to the court for any adoption.**

This administrative directive is effective January 24, 2018 and replaces any prior directives or policy on the matter.

Sincerely,

Shalom Jacobs
Deputy Director of Field Operations,
Department of Child Safety