

POST-PLACEMENT REPORT REQUIREMENTS

Post-Placement Reports are vital for establishing credibility and helping to ensure the continuation of adoptions from your child’s birth country.

For families whose homestudy/adoption study was not written by Children’s Home:

Children’s Home will contact your local agency to be sure that they are aware of the post-placement requirements established by the government of Korea.

For all families:

Please work with your local social worker to set up a reporting schedule that most efficiently meets both the state and country requirements.

REPORTS MANDATED BY KOREA

The Korean agencies and the adoption laws of Korea require that a series of reports (including photos) about your child’s development and adoptive placement, as well as letters (including photos) to both your child’s birthmother and foster mother be written and submitted via Children’s Home Society. Submit all letters in English.

The schedule for these reports and letters is:

Reports and Letters		Written by:
*indicates Korean translation completed by Children’s Home will also be included upon sending to country		
Post Placement #1 1 month after placement	Social Worker Visit Report (with set of six photographs)	Social worker
	Birthmother Letter * (with set of six photographs)	Adoptive parent
	Foster Mother Letter (with set of six photographs)	Adoptive parent
Post Placement #2 3 months after placement (meet in person or by phone w/ SW)	Social Worker Visit or Phone Call Report (with set of six photographs)	Social worker
	Foster Mother Letter (with set of six photographs)	Adoptive parent
Post Placement #3 6 months after placement	Social Worker Visit Report (with set of six photographs)	Social worker
	Foster Mother Letter (with set of six photographs)	Adoptive parent
	Child’s CERTIFICATE OF CITIZENSHIP	Adoptive parent gives to the social worker and/or sends to the Korea Program
Post Placement #4 12 months after placement	Social Worker Visit Report (with set of six photographs)	Social worker
	Foster Mother Letter (with set of six photographs)	Adoptive parent

Report/Letter Specifications

At each due date, please submit as appropriate:

- 1 original report written by a licensed social worker *with photo sheet***
 - o the report must be signed by the social worker who wrote it
- 1 original foster mother letter written by adoptive parent(s) *with photo sheet***
 - o If you wish to encourage direct contact between the foster mother and your family once your child has been with you 12 months or longer, please complete the Release Form included in the Welcome Home Packet
 - o type or print clearly
- REPORT #1 ONLY: 1 original birthmother letter written by the adoptive parent(s) *with photo sheet***
 - o do not include identifying information about the adoptive family or the adoption agency (e.g. last names, state of residence, etc.)
 - o type or print clearly

**Each letter/report must also include six different high-quality photos of your child; when selecting photos, please keep the following guidelines in mind:

- attach 6 different photos to photo sheet
- OR- print 6 different high-quality, color photos from your computer (be sure to include the appropriate identifying information at the top of each photo sheet)
- when selecting photos:

DO include	DO NOT include
<ul style="list-style-type: none"> • Close-up photos in which your child is clearly identifiable • Photos of your child interacting with others (including parents and siblings) • Photos printed on or attached to a piece of paper (not loose) 	<ul style="list-style-type: none"> • Photos in which your child (or others) is wearing a costume • Polaroid photos—they fade • A photo album or loose stacks of photos • Photos of your child with food or dirt on their face