

## **Explanation of CCAI China Adoption Program Fees For Overseas Families (CCAI HS)**

### **APPLICATION FEE**

#### **Application Review & Assessment**

The well-being of adoptive children is CCAI's ultimate concern and main focus; their needs dictate which applicant(s) we can assist. By reviewing the completed "Application for Taiwan Adoption," CCAI will determine if families meet the qualifications set by the US, Taiwan, and this agency as stated on the Qualifications page in this packet. Your Application Fee covers: 1) sending, receiving and printing the application packet; and 2) staff time spent assessing the application and contacting applicants and their references, etc.

### **FIRST PROGRAM FEE**

#### **Adoption Orientation & Consultation**

Orientation is held to prepare adoptive parents in the areas of understanding international adoption procedures, our agency's policies and practices, requirements of the home study, and Taiwan adoption-related paperwork, etc. A part of your First Program Fee covers the cost of: 1) staff time spent arranging and conducting orientation and training; and 2) supplies, printed materials etc., for applicants' group sessions.

#### **Adoption Assessment/Home Study**

No adoption can occur without an approved home study/adoption assessment. A part of your First Program Fee covers the cost of: 1) social worker's time spent conducting individual and family interviews and counseling, visiting the family's residence, writing, typing, and editing the home study reports for the State of Colorado, the United States Citizenship and Immigration Services (USCIS), and Taiwan; 2) travel expenses associated with the interviewing and visiting process; 3) staff time spent collecting and verifying references and child abuse records; 4) child placement supervisor's time spent supervising the home study process and approving the assessment report; and 5) professional insurance.

#### **Child Abuse/Background Check & USCIS Filing**

Any American citizen who desires to adopt internationally must be cleared by the state child abuse registers in any state and/or country in which the applicant has resided since the age of 18. A part of your First Program Fee covers CCAI staff time spent: 1) communicating with related state or county registers for child abuse and sex offender's records; and 2) coordinating with the individual State related Department for approval of the home study report.

#### **Accrediting Entity Monitoring & Oversight Coordination**

All agencies and individuals serving families to adopt internationally must be accredited according to the regulations and standards set forth by the Hague Convention on Protection of Children and Co-operation in Respect of Intercountry Adoption. The US Accrediting Entity and the US Department of State require a substantial amount of communication and data reporting as part of their monitoring and oversight requirements. A part of your First Program Fee covers CCAI staff time spent: 1) Communicating and coordinating with the Accrediting Entity as required under the Hague Convention; and 2) Compiling and reporting required data and information to the Accrediting Entity.

#### **Administration**

As a non-profit charitable 501(c)(3) agency, CCAI is permitted to spend up to 25% of our program fees on administrative needs. However, we are able to keep our administrative costs at less than 15% of our overall agency expenses. A part of your First Program Fee partially covers necessary administrative expenses such as office building expenses, office equipment and insurance, office supplies, printing materials, public relations, accounting, IT and office management, maintaining and managing adoption files, and other routine operational activities.

### **SECOND PROGRAM FEE**

#### **UAA Required Adoption & Parent Training**

The Universal Accreditation Act, as well as many states, requires adoptive parents to receive training on infant and toddler care, children with special needs, attachment, cross-culture, and international adoption before traveling to

Taiwan. CCAI provides that training to adoptive families through helpful on-site and/or online classes. Experts, panels of adoptive parents, and/or adult adoptees conduct the classes. A part of your Second Program Fee covers: 1) CCAI staff time spent preparing the required training sessions; 2) editing and printing training materials that fulfill State requirements; 3) online courses management, and 3) wages paid to guest speakers and training experts.

### **Child Match Consultation**

CCAI makes every effort to help our families prepare for their child match. A part of your Second Program Fee covers CCAI staff time on 1) Sharing available Waiting Children information with your family; 2) Sending your home study to the orphanage to be considered for a child match; and 3) To stay connected with your family as a source of support before and after receiving your child match.

### **Child Specific Training**

CCAI adoption professionals will provide child-specific training and consultation with PAPs as well as additional insight, answers to questions, and further resources to support or expand the parent training and preparation process before an adoption is completed. A part of your Second Program fee will cover our staff's consultation and support throughout your adoption process.

### **Domestic Communication**

The process of providing international adoption services requires constant communication between CCAI and the adoptive family, relevant US governmental agencies, your social worker performing the home study, and the Taiwan Economic and Cultural Representation Office (TECRO) in the United States (consulates). This is done through phone, fax, email/intranet/internet, newsletters, and regular/standard mail. A part of your Second Program Fee covers the cost of providing these vital services.

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### **Dossier Assistance/Review**

The Taiwanese Adoption Court approves you based upon your qualifications as presented in your adoption dossier. Therefore, a complete and high-quality dossier is extremely important. A part of your Second Program Fee covers: 1) CCAI staff time organizing and providing Dossier Orientation; 2) assisting you throughout the dossier compilation process; and 3) reviewing the completed dossier for quality control.

### **Dossier Compilation Service**

In addition to all other services provided by the CCAI Dossier Team, a part of your Second Program Fee\* covers: 1) a thorough review of all dossier items prior to completion; 2) sealing of the some of the adoption dossier documents including notarization, certification, and authentication where applicable; and 3) compilation of all finished items to complete the dossier and prepare it for submission to Taiwan.

*\*Should your dossier consist of foreign documents that require legalization by another country, an additional fee (\$250 per foreign document) is required.*

## **THIRD PROGRAM FEE**

### **International Communication**

A successful Taiwan adoption requires international communication on multiple levels and in large quantity. A part of your Third Program Fee covers the ongoing communication regarding your family's dossier, and adoption Travel Invitation as well as communication with the orphanage staff, and USCIS through phone, fax, email/intranet/internet, and express mail.

### **USCIS Processing & Filing Assistance**

Assisting families to maintain valid USCIS approval and meet USCIS requirements at all times demands constant effort. A part of your Third Program Fee covers the cost of: 1) monitoring waiting families' USCIS approval status; 2) assisting waiting families with immigration filing, USCIS re-filing and/or new filing; and 3) coordinating with USCIS, National Visa Center, & The American Institute in Taiwan.

### **Travel Coordination**

CCAI will work with your family to determine the best option for your family related to travel. CCAI's Taiwan coordinator will assist you in arranging your local travel, accommodations, and visit to the orphanage. CCAI will provide you with the needed travel training. A part of your Third Program Fee covers CCAI's staff time to coordinate your travel arrangements with the orphanage and the local guide and necessary travel trainings for your international adoption trip.

### **Post Adoption Report Service/Submission, Post Adoption Support & Consultation**

After families return to the United States, CCAI will maintain regular contact with our adoptive families and their children for the purpose of supporting the development of the parent-child relationship, resolving problems, and evaluating the placement. A part of your Third Program Fee covers the costs of CCAI staff time spent: 1) Reminding the family and their social worker of post adoption report due dates and related requirements, such as number of pictures, child's physical exam or school report, etc. for such reports; 2) Calling and visiting the family up to four times and writing progress reports, including travel expenses related to post adoption home visits and interviews; 3) Collecting and reviewing post adoption reports; 4) Contacting the family and/or their social worker regarding any concerns and/or additional requested documents/pictures after reviewing post adoption reports; 5) Sending the reports to Taiwan; 6) Contacting the family should the Taiwan Central Authority ask any questions and/or request additional information after their review of the post adoption reports; 7) Assisting the adoptive family with adoption court validation, Colorado birth certificate, and applying for the adopted child's social security number; 8) Participating at court for adoption validation, if necessary; 9) Providing additional training, counseling, support, and referral services on parenting, bonding, attachment, child development, etc. if needed; and 10) professional insurance.

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## **REFUNDABLE COURT VALIDATION AND POST ADOPTION DEPOSITS**

Compliance with all post adoption requirements is an important part of the adoption process, as well as in the best interests of the child and family. Taiwan requires post adoption reports on the child's adjustment to his/her new home and family. There are also State and USCIS (United States Citizenship and Immigration Services) requirements regarding the child's US citizenship and other issues related to adoption finalization. It is in the best interest of the child and the family to comply with all post adoption requirements. The **\$600** refundable deposit is due any time before the family files their I-600. Upon timely completion of these requirements, the deposit will be refunded to the family.