



## ADOPTION AGENCIES

### SUPPLEMENTAL APPLICATION

1. Applicant name:
  
2. Years in operation:
  
3. Applicant is: non-profit  for-profit
  
4. Is the applicant or any of its subsidiaries or affiliates engaged in any operation other than adoption services? YES  NO   
 If YES, please explain:
  
5. Is the applicant a member of the Joint Council of International Children's Services or other similar agency? YES  NO   
 If Other, please specify:
  
6. Is the applicant accredited by:  
 JCAHO  CARF  COA  Other – please specify:
  
7. Is the applicant licensed in accordance with applicable state and federal regulation? YES  NO
  
8. Has the applicant's license ever been suspended or revoked? YES  NO   
 If YES, please explain:
  
9. Annual budget: last 12 months  projected next 12 months
  
10. Number of adoption placements:  
 last 12 months  projected next 12 months   
 Percentage of adoption placements: Domestic  % International  %
  
11. For international placements, please list the countries & respective number of adoptions placed in the past 12 months:
 

Country	Number of placements
  
12. Does the applicant:
  - a. have processes in place to ensure that material information is obtained from birth families and communicated to prospective adoptive parents? YES  NO



## ADOPTION AGENCIES

- b. communicate in writing to prospective adoptive parents, the limitations on available information? YES  NO
- c. utilize birth parent medical questionnaires? YES  NO
- d. ensure that the children have physical examinations? YES  NO
- e. provide counseling services on passport requirements for the adoptive child, cultural issues, medical and legal issues, financial requirements, waiting periods, and post-adoptive counseling? YES  NO

Please provide details:

It is understood and agreed that this application shall become part of the application for Professional Liability Errors and Omissions Insurance.

Name of applicant:

Signature of person authorized to execute on behalf of the applicant:

Date:

**A copy of this application should be retained for your records.**