# ILLINOIS DEPARTMENT OF CHILDREN AND FAMILY SERVICES

### Office of Legal Services

Legal Screening Checklist: Simplified Screening for Adoption

To qualify for simplified adoption, all parents must have either:

* Consented to the adoption by signing a Surrender or Consent to Adoption;
* be deceased;
* the identity of the parent must be unknown; or
* TPR petition has already been filed/entered.

Cases in which any parent is whereabouts unknown do NOT qualify for simplified adoption.

Note: If the case will be screened without an in-person appointment, digitize/save each document separately and submit by email. Label/name each document as listed below.

1. Legal Screening Form for Simplified Adoption (CFS 1427 SA)

2. CERTIFICATES

1. Birth certificate for the child being screened
2. Death certificate for any deceased parent

3. Court Orders

1. Temporary Custody/Shelter Care
2. Adjudication
3. Disposition
4. Permanency – most recent
5. Paternity, if applicable
6. Termination of Parental Rights

4. CONSENTS/SURRENDERS TO ADOPTION, if applicable

5. PUTATIVE FATHER REGISTRY SEARCH

* Putative father registry (PFR) search certificate is necessary in virtually all cases unless there is a court order of paternity based on a DNA test.

6. Integrated Assessment

7. BACKGROUND CHECKS on caregivers/foster parents

1. Fingerprint-based FBI/ISP background checks on all adults living in the home (18+ years)
2. CANTS/LEADS/SORs for all adults in the home
3. CANTS for children between ages 13-17.

In advance of your screening appointment, if there are ‘hits,’ seek the advice of the appropriate DCFS attorney or paralegal who will screen your case.

8. Permanency Commitment by Foster Parent/Relative Caregiver (CFS 1443) completed and signed form – photocopy

9. Interstate Compact, if applicable

1. Attach a copy of the form showing Interstate Compact Placement Approval, or if placement is not yet approved, attach a copy of the Interstate Compact Placement Approval Request Form (CFS 490)
2. Attach ICPC documentation if placement in another state is being considered

10. ICWA Documentation

* Check the Initial Integrated Assessment to see if either parent indicated potential tribal affiliation

**Note: Additional documentation may be required**