# 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**