

CHI FEE POLICIES – HAGUE STANDARDS 96.40(d,e,f,g,h)

REFUNDS:

HOME STUDY FEES:

Home Study fees are generally non-refundable once services have begun, however at the discretion of CHI, any fees that have not been used or promised to that point in the process may be returned to the family and the file will be closed.

PREPAID POST ADOPTION/PLACEMENT REPORTS:

CHI requires that a \$500 deposit for each post adoption/post placement report required to be written by a social worker be prepaid at the time of application submission (\$250 deposit for each post adoption/post placement report for siblings). In the event that the adoption does not take place, or CHI is otherwise unable to provide post adoption/placement report services, deposits for PAR/PPR may be refundable.

DISRUPTION OR DISSOLUTION:

In the event a PAP rejects or surrenders any child after physically receiving said child for any reason, ***no monies paid to or through the agency are refundable, with the exception of pre-paid PPR/PAR fees or PPR/PAR deposits directly made to CHI.***

ADOPTION TRAVEL:

The PAP will be solely responsible for paying all costs of any and all travel and travel activities of the PAP and the child including but not limited to: airfare, airport taxes, exit fees, accommodations, meals, taxis, entertainment, guides, sightseeing, and travel insurance. The PAP shall be solely responsible for obtaining and paying for their own passport and/or travel visa. **THE AGENCY IS IN NO WAY RESPONSIBLE TO REIMBURSE OR REFUND THE PAP FOR THESE EXPENSES.**

PAYMENT FOR SERVICES AND TRAVEL:

CHI social workers will not begin any work on a home study/home study update or post adoption/placement report until a Social Work Services fee agreement contract has been signed, pre-payment of a deposit for post adoption/placement services including travel fees is applied (if applicable), and any balance due invoiced and paid. Any new service request (i.e. home study updates) must be accompanied by a new fee agreement contract and travel expenses paid, if applicable. Travel expenses, if any, must be disclosed to the client via a current Fee Agreement and paid before the scheduled visit. Travel expenses are subject to change and will be charged according to the fees established at the time the visit is scheduled. CHI does not collect travel expenses for future services (i.e. Home Study updates, post adoption/placement reports). If applicable, a new Fee Agreement for travel expenses on future services (PAR/PPRs) will be required to be signed and fees paid prior to the start of service and at the time of scheduling.

CASE CLOSURE:

CHI does not allow home study clients to be put on hold. In the event a PAP is not prepared to follow through with the home study, they must immediately inform their Social Worker. Home study fees are generally non-refundable once services have begun, however at the discretion of CHI, any fees that have not been used or promised to that point in the process may be returned to the family and the file will be closed. When the family is ready to proceed with home study services, they must sign all new contracts and pay full fees as if they were a new client.

If the Social Worker determines that your case is inactive after 6 months (i.e. failure to submit all paperwork to complete a draft of your home study, failure to communicate/respond to social worker) then your case will be closed. No fees are refundable. This applies to all families receiving home study services.

By initialing below, I acknowledge that I have read and agree to the policies explained on this page.

Initials _____, _____

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Email: info@chiadopt.org Telephone: 360-383-0623

Licensed in: Florida, Idaho, Louisiana, Texas, Utah and Washington



CASE INACTIVITY

All paperwork necessary to fully complete a draft of the home study must be received by CHI within 6 months of receipt of your application. If after 6 months a draft is not received, CHI will close your case. This policy excludes subsequent home study updates completed for the same adoption.

There may be circumstances or crises that arise that are outside of the PAP or CHI's control that would cause a delay to submission of the paperwork for the social worker to complete the first draft of the home study. Should this occur, PAP may write an appeal giving the reasons for the delay and it will be reviewed by the Executive Director, Social Services Supervisor, and Social Worker. They will review the appeal within 2 weeks and decide if the time allowed and/or fee should be extended or waived. Extension or waivers will not be granted for clients who are delayed due to family trips/vacations or school/education commitments.

FEE DUE DATES:

All fees may be paid by check, credit card, PayPal, EFT, ACH, bank wire, money order, or cashier's check. Any fees paid by credit card and PayPal are subject to bank transaction fees.

CHI's Home Study approval does not guarantee that the country will approve the home study or the family to adopt.

We hereby acknowledge that the costs of home study and post adoption/placement services (all previous pages) have been explained to us. We understand that the other adoption costs may fluctuate without notice. We agree to pay the fees as requested at the time requested. We currently have the funds available to us for this service.

By initialing below, I acknowledge that I have read and agree to the policies explained on this page.

Initials _____, _____

This agency does not customarily charge additional fees and expenses beyond those disclosed in the agency retainer agreement, and has a written policy in effect. In the event that unforeseen additional government fees and expenses out of the control of CHI are incurred in country, the agency will charge additional fees and expenses only under the following conditions for a specific case:

1. The agency will disclose the fees and expenses in writing to the PAP;
2. The agency will obtain specific consent of the PAP prior to expending any funds in excess of \$1000 for an individual case (as opposed to a general program increase) for which the agency will hold the PAP responsible or gives them the opportunity to waive the notice and consent requirement in advance, which is written into the policies and procedures of the agency. (Applies only to fees not disclosed at the time of signing the financial)
3. The agency will provide written receipts to the PAP for fees and expenses paid directly by the agency or person in the Convention country (as customarily available) and retain copies of such receipts.

All fees are subject to change without notice due to the nature of international adoption.

CHI does NOT use any portion of fees paid to provide special services, such as cultural programs for adoptees, scholarships, or other services. In the event that this policy changes; a general description of the programs supported will be given to the prospective adoptive parents in advance of providing adoption services. Hague Standard 96.40(e)

In order to minimize the direct cash transactions by the prospective adoptive parents in the Convention country and provide receipts for the financial transactions, CHI has mechanisms in place for transferring funds when permitted by the financial institutions of that country. Hague Standard 96.40(f)

- **If this document is altered in any way, it will be considered invalid.**
- **I/We hereby acknowledge that I/we have read and agree to this entire FINANCIAL AGREEMENT AND DISCLOSURE contract.**

Date Signed _____

Prospective Adoptive Parent

Prospective Adoptive Parent

Printed Full Name

Printed Full Name

Children's House International Representative