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ADOPTION EVALUATION ADVISEMENT FORM

The Court has appointed me, Robin Case, to conduct an Adoption Evaluation pursuant to Chapter 107 of the Texas Family Code. The court order and statute sets forth several requirements for, including but not limited to, personal interviews, interviews and / or observation with the child(ren), home visits, conducting criminal history and other related background checks, obtaining information from collateral contacts or resources, and reviewing various education, medical, and mental health records that may be pertinent to the evaluation.

In order to accomplish the objectives of this Adoption Evaluation, I am furnishing you with this Advisement Form, which consists of 3-pages. It briefly explains what you can expect, the interview process, and my fees.

THE INTERVIEWS:

I will interview all members of the immediate family. This includes the applicant(s) seeking to adopt, the biological parent, the child(ren), or any other person (i.e., relative or friend) that lives in the same home as the child(ren) reside(s) in. I may also need to interview other parties who know you or your family for a comprehensive understanding of your family history and dynamics. To assist me in the interview process, I will require the adoption applicant(s) to complete an Interview Packet (this includes a list of documents for you to furnish to me and it will include a list of interview questions for you to answer). Specifically, the Interview Packet will ask for social history information about the parent seeking to adopt and basic background information. *In addition*, I will ask the biological parent to provide social history information as well. **Please provide thorough answers and complete information.** In order to avoid delays in completing the evaluation and extra costs to you, because you are paying for my time, I encourage you to provide thorough, detailed answers and information. **It is helpful if the Interview Packet information is filed in a 3-ring binder and organized in the same manner in which you downloaded it off my website at [Casecounseling.com](http://Casecounseling.com)** I ask that you return the completed Interview Packet and documents I requested within 14 days. **My mailing address is: Robin Case, P.O. Box 699, Aubrey, Texas 76227. If you mail it, please send it via certified mail with return signature. If you prefer to hand-deliver the 3-ring binder, please call me and schedule a date and time to deliver the binder to me at my office. Payment in full for the Adoption Evaluation is due when you submit your 3-ring binder of personal information. My phone number and office address are located in the letter head at the top**

**of this page.** Please **Do NOT** mail records or documents to my Office Address! All mail or correspondence should be sent to my Post Office Box.

## WHAT TO EXPECT

I will reach out to you after I receive your 3-ring binder and payment to schedule a Home Evaluation. This will give me an opportunity to review your interview questionnaire and records you furnished. During the Home Evaluation I will interview each family member that resides in the home with the child or children, who are the subject of the Adoption Evaluation. The child(ren), depending upon their age, will be interviewed individually and observed in their family setting.

I will ask for three personal references from each petitioner seeking to adopt; I will need the character references' name, address, email address, and telephone numbers. I would prefer to have personal references who have been in your home, have seen you interact with your children, who can vouch for your character, and someone who knows you well. I will, as previously mentioned, ask you to furnish me with a list of documents / records that are contained in the Interview Packet checklist. Some of these records will be furnished by you, and other documents will come directly from your doctor, the child(ren)'s pediatrician, the day care provider, and other collateral sources who will furnish a letter or record answering questions about health, education, and other matters. These collateral letters should be mailed to my post office box at: Robin Case, P.O. Box 699, Aubrey, Texas 76227.

## FEES AND COST OF EVALUATION

I charge a flat fee of \$1,500 to conduct an Adoption Evaluation. This price applies whether you are adopting one child or two.

The Court expects a verified, comprehensive report, and, in most cases, the report must be submitted upon a court-ordered date or deadline. Incomplete reports that require further investigation or updates will be billed an hourly rate of \$100 per hour, above the initial flat fee. This rarely happens if the adoption applicant follows the instruction furnished in the Interview Packet. Please be advised, I will not disclose the Adoption Evaluation to your attorney or the court until the total balance is paid in full.

The flat fee does not cover contested adoptions, overnight travel expenses, travel beyond a 100 mile radius of Flower Mound, Texas, or court appearances. If you have questions please discuss your questions with me before signing this agreement. Thank you for allowing me to participate in this exciting process with you and your family.

## AGREEMENT

I, the undersigned, have read the Adoption Evaluation Advisement Form, and agree to proceed with the evaluation that was ordered by the Court. I have attached \$1,500 as payment.

SIGNED \_\_\_\_\_

DATED \_\_\_\_\_

Revised 10/22/2024