
ALABAMA ICPC CHECKLIST

- ICPC Letter to Meagan (A-L)/Daphne (M-Z)** – will need to include where the adoption is being finalized, a statement that the consents are satisfactory to the finalizing state, how BF/unknown fathers will be addressed, and how the APs and BM were matched.
- REG 12 Letter** – Concerning the validity of the consent from the attorney finalizing and how he/she will deal with the BF/unknown father if there is no consent. (Not needed if finalizing in Alabama)
- 100 A-** Must be original signatures; Name of child on 100-A must match hospital record, if there is not a current birth certificate. (signed and dated after birth of child)
- BIRTH PARENT INTERVIEW - CAN ONLY BE CONDUCTED BY DHR, A LICENSED SOCIAL WORKER, OR REPRESENTATIVE OF A LICENSED CHILD PLACING AGENCY**
 - Birth Parent Interview completed by Mother/Father in the presents of a licenses social worker; and
 - Typed summary completed by social worker to include: birth parents medical and social history; why birth parents are doing the adoption; that birth parents are sure of what they are doing
- HOME STUDY REPORT AND THE FOLLOWING SUPPORTING DOCUMENTS**
 - Home Study Report and any and all Updated Reports (good for 12 months);
 - Agency/Social Workers Licenses (current);
 - Verification of who will do supervisory visits (Must be in letter form and not included in report).
 - Child Abuse & Neglect Clearance (good for 12 months), for everyone over 14 years of age;
 - Three Reference letters (good for 12 months);
 - FBI and ABI Clearances (good for 12 months);
 - Medicals - on all persons living in the home (good for 12 months);
 - Financial Worksheets, or copy of previous year's tax returns (good for 12months);
 - Copy of current pet vaccinations (not absolutely necessary; needs updating with report);
 - Copies of birth certificates and marriage license (copy of any divorce decrees if applicable); and
- CONSENTS**
 - Birth Mother
 - Birth Father - If no father signs then cover letter regarding how his rights will be address
- AT RISK AFFIDAVIT** - sign the APs so they understand the child may have to be returned to AL
- MEDICAL INFORMATION** – Birth Mothers Admission, Labor and Delivery and Discharge Summary; Baby's Labor and Delivery (with Baby's APGAR score) and Discharge Summary; Birth Certificate Information if available (Required for re-adoptions)
- AFFIDAVIT OF RECEIPT OF CHILD'S SOCIAL HISTORY** - Summarize the facts in the child's medical records; Summarize the facts stated in the birth parent interview;

- AFFIDAVIT OF PATERNITY** – Birth Mother and Father if applicable
- AMERICAN INDIAN HERITAGE AFFIDAVIT** – Birth Mother and Father if applicable
- ANTICIPATED COSTS PAID IN ADOPTION** – what the couple expects to paid for adoption
- WAIVER OF LAW** – Birth parents waiver the law of one state and accept the law of another
- POWER OF ATTORNEY** – Giving Adoptive Parent(s) rights to seek treatment for the child until Interlocutory/Custody order is issued.