



## HOME STUDY FEES NORTHERN STATES

### 1. Application: \$550

*Due when an application is submitted; this fee is non-refundable*

This fee includes file creation, reviewing and processing the application.

### 2. Home Study:

- **International: \$2,500**

- **Domestic: \$2,350**

**Home Study Administration: \$300 (\$850 for NY families due to additional NY forms and requirements)**

*Due prior to receiving home study materials; Refundable prior to services beginning; Half-refundable after orientation call and before home study begins; Non-refundable after first home study meeting*

This fee includes document coordination, home visits, interviews, and social worker travel, as well as preparing, writing, reviewing, and finalizing the home study report. \*Note: Additional mileage and travel fees (to be determined on a case-by-case basis) will be assessed when a worker needs to travel more than 100 miles to conduct a home visit.

### 3. Subsequent Adoption Home Study:

- **International \$2,150**

- **Domestic: \$2,000**

**Home Study Administration: \$300 (\$850 for NY families due to additional NY forms and requirements)**

*Due prior to receiving home study materials; Refundable prior to services beginning; Half-refundable after orientation call and before home study begins; Non-refundable after first home study meeting*

For families who have previously used AFC home study services and are requesting a new home study to adopt another child. This fee includes document coordination, home visits, interviews, and social worker travel, as well as preparing, writing, reviewing, and finalizing the home study report. \*Note: A travel surcharge will be assessed when a worker needs to travel more than 100 miles to conduct a home visit.

### 4. Home Study Private to Agency Conversion: \$1,325

**Home Study Administration: \$300 (\$850 for NY families due to additional NY forms and requirements)**

For families with a private home study who request a conversion to an agency home study

*Due prior to the first meeting with a clinician; refundable prior to services beginning; Half-refundable after orientation call and before home study begins; Non-refundable after first home study meeting*

This fee includes document coordination, home visits, interviews, and social worker travel, as well as preparing, writing, reviewing, and finalizing the home study report.



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### 5. **Technology/Portal Fee: \$150**

*Due prior to receiving home study materials; refundable prior to services beginning; non-refundable after the orientation call. NOTE: This fee applies regardless of whether or not the family creates and utilizes our online portal services*

This fee includes technical support, maintenance, and guidance in using the agency's family portal and other technology resources.

### 6. **Home Study Review: \$600**

For families who completed a home study through a different agency and are using an AFC Domestic/International Program

*Due upon submission of the Home Study report; this fee is non-refundable*

This fee includes a review of the home study, communication with the HS agency, preparing and sending home study review and approval letter, sending/receiving cooperative and interagency agreements, and coordinating home study revisions.

### 7. **Home Safety Assessment/Hosting Assessment: \$700;**

**Administrative Fee: \$150** \*NOTE: This service is not available in New Jersey because of state regulations

For families requesting a home safety or hosting assessment.

*Due upon receipt of an invoice, prior to services being rendered; this fee is non-refundable*

This fee includes completing a brief home assessment at the request of a court, as part of a custody action, to host a child for a few weeks, etc. Its focus is on assessing the safety and suitability of a home for a known or a hosted child.

### 8. **Case Management Services: Retainer: \$3000, for services billed at \$150/hour**

For families who have a completed home study but would like assistance in facilitating an adoption match through another agency or program

*Due prior to services being rendered; non-refundable once services have been provided. Any unused funds will be refunded in accordance with the agency's refund policy. Family will be invoiced for additional funds if the retainer amount goes below \$1,000.*

This fee includes providing all services related to cases management and coordination with other organizations, agencies, and entities toward making a potential match between the prospective adoptive family and a child who is available for adoption through another program

### 9. **Expectant/Birth Parent Screening and Related Services: \$3000, for services billed at \$150/hour**

For families who have a completed home study but would like assistance in screening expectant parent inquiries

*Due prior to services being rendered; non-refundable once services have been provided. Any unused funds will be refunded in accordance with the agency's refund policy. Family will be invoiced for additional funds if the retainer amount goes below \$1,000.*



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This fee includes providing all services related to screening prospective expectant/birth parents for suitability to match with a prospective adoptive family.

### **10. Home Study Update: \$900**

#### **Home Study Update Administration: \$200**

For families currently in process who have not yet adopted a child

*Due prior to services being rendered; this fee is non-refundable once update services have begun.*

*Note: A travel surcharge will be assessed when a worker needs to travel more than 100 miles to conduct a home visit.*

This fee includes a home visit, updating/revising the home study and running new clearances; and agency services to update and process paperwork when a home study and documents are expiring prior to adopting a child. This is required to maintain a current, active, open file in accordance with program, state, and federal regulations.

### **11. Updating Clearances without a home study update: \$50 per clearance**

*Due upon receipt of an invoice, and prior to new clearances being processed. This fee is non-refundable*

This fee includes running new criminal and/or child abuse clearances when a Home Study Renewal Update is not needed but clearances are expiring and need to be updated

### **12. (a) Home Study Changes (b) Revisions (c) Re-Issues**

*Due upon receipt of an invoice, and prior to the home study being released. This fee is non-refundable. \*Note: A travel surcharge will be assessed when a worker needs to travel more than 100 miles to conduct a home visit.*

#### **a. Home Study Changes:**

**\$300-** when a change does not require a home visit

**\$600-** when a change does require a home visit

#### **b. Home Study Revisions/Re-issues: \$0 for revisions needed due to agency error, \$250 per revision, if needed for any other reason**

*Due upon receipt of an invoice and before the revised home study is released; this fee is non-refundable.*

This fee includes re-issuing a home study when families miss inaccuracies or change their parameters after the home study has been finalized, or when an RFE is issued by USCIS. All prospective adoptive parents review and approve their home study, which is finalized based upon their approval. If inaccuracies are not discovered until after it has been finalized, if the family changes their parameters of the type of child they are looking to adopt, or if their situation changes (such as moving to a new home, adding a household member, etc.) the home study will need to be changes and re-issued.

### **13. Post-Placement/Post-Adoption Services**



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*Due at the end of the home study process, prior to the home study being released; These fees are non-refundable unless placement does not occur or the family transfers to another agency who provides documentation of the transfer for AFC records. \*Note: A travel surcharge will be assessed when a worker needs to travel more than 100 miles to conduct a home visit.*

**\$475 per visit for placement of a single child**

**\$575 per visit for placement of twins/sibling pair (\$100 per child increase for each additional child placed at the same time)**

**\$200 (one-time fee, regardless of the number of visits) Post-placement/Post-Adoption Administration**

The number of post-placement/post-adoption visits will vary, based upon the requirements of the state/country where a child was born, the state where the adoptive family resides, and the specific program. Additional post-placement visits may be required, based on the needs of the child and/or the adoptive family.

### Refund Policy:

- All fees are non-refundable unless otherwise noted
- Refunds must be accompanied by a signed refund request and approved by executive management
- All refunds must be requested within six months of when services ended/services had been rendered
- Refunds will be made within 30 days of receipt of the refund request

We/I have read this fee agreement in its entirety, understand what fees are due and when, and what fees may be refunded. We/I agree to pay fees as listed and abide by payment/refund policies and procedures.

\_\_\_\_\_  
Name

\_\_\_\_\_  
Signature and Date

\_\_\_\_\_  
Name

\_\_\_\_\_  
Signature and Date