

## **How to refer a youth to the Mission WV Adoption Resource Exchange**

- 1.** Refer to the directions on the flowchart titled "Mission WV Adoption Resource Exchange Protocol." You can find this flowchart [here](#).
- 2.** Complete the ARN 0602 form online in PATH. Directions highlighted in red on flowchart above.
- 3.** Upload the following documents into the youth's PATH record:
  - Media Consent Form, required for all children over age 12. Attached below.
  - A quality close-up photo of the youth.
  - A short narrative about the youth. If you need help writing the narrative explore these resources:
    - Writing Tips for Youth Narratives (attached)
    - For more in depth information visit: [Creating Effective Narratives for Children Waiting To Be Adopted \(adoptuskids.org\)](#)
- 4.** Complete the Cover Sheet (attached below) and email it to [bssare@wv.gov](mailto:bssare@wv.gov).

We are here to help along the way and have other resources available on the [Mission WV Adoption Resource Exchange](#). If you need assistance with the photo or narrative, please let us know and we can easily help.

If you need assistance or have questions, contact Cheryl at [Cheryl.L.Salamacha@wv.gov](mailto:Cheryl.L.Salamacha@wv.gov) or 304-562-0723.

Rev: 6/24/2024

## **Mission WV Adoption Resource Exchange**

### **Cover Sheet**

**Attention: The Mission WV Adoption Resource Exchange Developer, [bssare@wv.org](mailto:bssare@wv.org)**

Youth's Worker Name: \_\_\_\_\_

Worker Phone # and Ext.: \_\_\_\_\_

Supervisor Name: \_\_\_\_\_

Supervisor Phone # and Ext.: \_\_\_\_\_

**I am requesting this youth be listed on the Mission WV Adoption Resource Exchange.**

Youth's Name: \_\_\_\_\_

Youth's PATH Number: \_\_\_\_\_

DOB: \_\_\_\_\_ Race: \_\_\_\_\_

Gender and preferred pronouns: \_\_\_\_\_

Names of Siblings to be placed together with DOB/Race: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_ Youth's Permanency Plan is Adoption.

\_\_\_\_ Youth's Permanency Plan is Legal Guardianship.

\_\_\_\_ Youth has consented to Adoption if 12 or older.

**The following items have been uploaded into the youth's record:**

\_\_\_\_ Child Data Form 0602

\_\_\_\_ Youth Media Consent, if applicable

\_\_\_\_ Youth's Narrative

\_\_\_\_ Youth's Photograph

\_\_\_\_ Sibling Photograph(s), if applicable

\_\_\_\_ I would consider out of state placement for this youth.

Mission West Virginia, Inc.

Phone: 304-562-0723

Email: [bssare@wv.gov](mailto:bssare@wv.gov) or [csalamacha@missionwv.org](mailto:csalamacha@missionwv.org)

## Mission WV Adoption Resource Exchange

### Media Consent

*This form should be completed by youth ages 12 and up who are eligible to be listed on the Adoption Resource Network. MWV will accept consent forms from youth 10 and older.*

**Youth's Name:** \_\_\_\_\_

\_\_\_ I want to be adopted and would like to be featured in all recruitment activities by Mission WV and/or their partners.

\_\_\_ I would also like to provide my own statement of what I want in a family to share with families that inquire about me. Your worker will upload your statement into your case record.

#### **I want to be adopted but I am only interested in the activities marked with a check below.**

\_\_\_ My photo and some information about my interests listed on the MWV Adoption Resource Exchange listing so that families interested in adoption can learn about me.

\_\_\_ I do not want to share my photo online, but I would like my first name and my interests listed online. I understand it is helpful for families to see my picture, but I am not ready for this right now.

\_\_\_ Recruitment video on Mission WV/ARN website

\_\_\_ Mission WV Newsletter

\_\_\_ Facebook feature

\_\_\_ Instagram feature

\_\_\_ Faith Community Outreach Materials

\_\_\_ Other suggestions \_\_\_\_\_

\_\_\_ I want to be adopted but **prefer not to be featured** in any recruitment activities at this time. I understand it is helpful for families to read about me and see my picture, but I am not ready for this right now, but my worker will discuss this again in 6 months.

This form is valid for one (1) year from the date signed. I understand that I can talk to my worker about adoption, recruitment, and any changes at any time.

Youth Signature \_\_\_\_\_ Date \_\_\_\_\_

Worker Signature \_\_\_\_\_ Date \_\_\_\_\_

PLEASE UPLOAD THIS DOCUMENT INTO THE YOUTH'S RECORD

## **Mission WV Adoption Resource Exchange**

### **Writing Tips for Youth Narratives**

#### **Paradigm of Information Sharing**

- Priority on the safety, dignity, privacy and permission of the youth.
- Information sharing happens in a continuum- with only positive information provided to the public. General information about diagnosis and challenges provided to prospective parents who have a home study, and more specific information provided to those seriously considering placement.

**Profile should be a strength-based picture of the youth emphasizing their personalities and unique qualities. The purpose is to allow families a glimpse of the youth and consider whether they want to inquire about the youth.**

#### **What to include**

- Preferred first name
- Positive personality traits
- Strengths
- Hobbies, interests, and favorite pastimes
- What they like about school and school successes
- Things that are important to them
- Answers to questions such as: What makes them laugh? What is their dream day like? What makes them proud?
- Dreams for the future
- Quotes from the child
- In profiles of siblings, how they relate to one another
- How a family might be a part of their life

#### **What Not to Include**

- Identifying Information – Last Name, School
- Abuse/Neglect Specifics
- Placement Information
- Medical Information
- Behavioral Challenges
- Potentially Embarrassing or Hurtful Information
- Intellectual or Educational Challenges
- Sexual Identify information unless the child is comfortable sharing

#### **Youth Focus and Involvement**

- Remember the youth will probably see the narrative.
- Partner with the youth to write their narrative.
- Let them write their own statement
- At the very least, let them answer the questionnaire so you can develop the narrative.

Mission West Virginia, Inc.

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