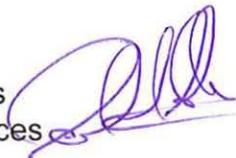


**DIVISION OF CHILDREN AND FAMILY SERVICES
ADMINISTRATIVE MEMO #21-2011**

To: All Children and Family Services Staff

From: Christine L. Hanus, Child Welfare Administrator 
Division of Children and Family Services

Approved by: Scot L. Adams, Ph.D., Interim Director 
Division of Children and Family Services
Department of Health and Human Services

Date: December 19, 2011

RE: Change in Vital Records "Adoption Medical History Form" for Parents

Effective: Immediately and until new regulations are issued.

Contact: Deanna Brakhage, Children and Family Services, Adoption Specialist, at (402)471-9331 or deanna.brakhage@nebraska.gov or Margaret Bitz, Children and Family Services, Policy Section, at (402)471-9457 or margaret.bitz@nebraska.gov.

Purpose: The purpose of this memo is to provide notification of a Revised Vital Records Nebraska "Adoption Medical History Form" for Biological Parents

Introduction and Background: Historically, Nebraska statute has required that medical history information be filed with the petition to adopt (Neb. Rev. Stat. 43-107). A statutory amendment that became effective August 17, 2011, expands the required information to include the race, ethnicity, nationality, Indian tribe when applicable, or other cultural history of both parents, if available. In response to the new requirements, Vital Records has replaced its "Adoption Medical History Form" for biological parents with an updated version that includes the newly-required information.

Required Action: As in the past, Child Welfare staff will request completion of the "Adoption Medical History Form" by both parents. Instead of using the green form that Vital Records has required in the past, Child Welfare staff will use the newly-issued forms, which include the information on race, culture, etc. Vital Records has packaged the forms as a 'booklet' that includes the medical history form for the mother, a "Nonconsent To Release of Information" for her, the medical history form for the father, and a "Nonconsent To Release of Information" for him. All forms in the booklet now are peach-colored.

Vital Records will continue to accept the green forms on a temporary basis if parents completed the green version prior to the date of issuance of this memo. Their expectation is in the future, only the new forms will be used.

Reminder: These forms can be completed at various points in time throughout involvement with the family, including when parents sign relinquishment of parental rights documents, keeping in mind the fact that once a relinquishment or termination of parental rights is filed, obtaining parental cooperation might be more difficult. If the parent refuses to complete the form or is not accessible, the worker will complete as much of the information as possible and note on the form why it was not done by the parent and who completed it instead.

Child Welfare staff will continue to provide the completed form as part of the adoption packet, to the adoptive parent's/parents' attorney, and keep a copy in the child's file. At the time the petition for adoption is filed, statute says that the Judge shall require the completed forms.

Copies of the peach-colored, revised forms can be obtained from Vital Records at 1033 O Street, Suite 130, Lincoln, Nebraska 68508. Contact person is Peggy Jordan at 402-471-2871 or peggy.jordan@nebraksa.gov