



| CLINICAL GUIDELINE          |                              |
|-----------------------------|------------------------------|
| Relinquishment for Adoption |                              |
| <b>Scope (Staff):</b>       | Nursing and Medical Staff    |
| <b>Scope (Area):</b>        | NICU KEMH, NICU PCH, NETS WA |

This document should be read in conjunction with this [DISCLAIMER](#)

Parents considering relinquishment are entitled to a sensitive and non-judgemental response from all staff. Lifelong grief can result from unresolved issues associated with this emotionally, socially and legally complex situation.

Process to follow

1. The social worker should be informed as soon as possible of all mothers considering relinquishment..
2. The social worker is to provide a full service as described in the Social Work Protocol.
3. If the relinquishing mother does not wish to have the baby room in, the baby will be cared for as a patient requiring newborn care.
4. The mother is the legal guardian. If she is unmarried, the baby’s father requires her consent or a Family Court Order to see the baby. If she is married, her husband is also the legal guardian with full rights to see the baby, whether or not he is the biological father.
5. Once the mother has been interviewed (antenatally or postnatally) by the Adoptions Services of Department for Child Protection, they will arrange a pre-adoptive foster carer within a day or so of being requested. The legal requirements of using interpreters may cause delays.
6. It is essential that the mother signs the Placement Authority Form before she is discharged. Adoption Services are responsible for ensuring this form is completed. After hours responsibility of completing this form will be with Crisis Care Unit. A copy of the completed form is to be filed in the baby’s Medical Chart.
7. Transfer of the baby will usually occur within 72 hours, provided there has been no medical reason to delay discharge and it has been arranged before the weekend. If baby is on the ward the co-ordinator of the mother’s ward is responsible for ensuring the Movement and Identification of Child Form (DCS039) is completed and filed with the baby’s chart. VMS can be utilised to assist pre-adoptive foster parents with the baby. If the baby is in SCN2, the SCN2 staff will do the above.
8. The nurse caring for the baby provides 2 sets of hand/footprints and photographs (2) for social worker to give one set to the mother or send to the Adoption Services for future access. The second set is for the baby (Social Worker to give to Adoption Services).
9. The nurse caring for the baby completes the Pre-Adoption Neonatal Discharge Summary and gives the yellow and blue copy to the pre-adoptive foster carer for



Child Health and files the white copy in the baby's chart. **No information about maternal history to be given to Pre-Adoptive foster carer.**

10. The nurse caring for the baby documents in the baby's chart that the Pre-Adoptive foster carer's identification has been sighted, their name, address and phone number and when the baby was transferred to them. The nurse completes the Movement and Identification of Child (DCS039) and files it in the baby's chart.
11. The Social Worker is responsible for ensuring copies of the Placement Authority form, Movement and Identification (DCS039), Birth Registration form, Pre-Adoption Neonatal Discharge Summary and unclaimed mementos are sent to Adoptions Services, Department for Child Protection when appropriate.
12. The Checklist: Relinquishment for Adoption summarises these steps and can be used to assist in the process.
13. After discharge from KEMH, if the mother decides not to relinquish her baby she must provide to nursing staff her Hospital identification tags or photo identification when collecting her baby.
14. Birth parents can only sign Adoption consent 28 days after written and oral information about adoption has been given to them by Adoptions Services, Department for Child Protection.

Also this consent form cannot be signed until at least 28 days after the child is born. Following this signing the parents have 28 days during which they may revoke their consent.

See Appendix 1 for Checklist

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## Appendix 1: Relinquishment for Adoption Checklist

| Task   | Staff Responsible         | Date Completed/<br>Initials |
|--|---------------------------|-----------------------------|
| Family offered information and counselling   | Social Work               |                             |
| Adoption Services and CPFS contacted   | Social Work               |                             |
| Placement authority form completed from Adoption Services  | Social Work               |                             |
| Birth Registration form completed by mother <ul style="list-style-type: none"> <li>Copy sent to Adoption services together with Family Tax Benefit claim.</li> </ul>   | Social Work               |                             |
| Baby discharge clearance prior to foster carer's arrival   | Medical and Nursing Staff |                             |
| Pre-adoption Neonatal Discharge Summary (KE9/32). <ul style="list-style-type: none"> <li>Completed and filed in baby's chart.</li> </ul>   | Medical and Nursing Staff |                             |
| Photos x2, hand and foot prints x2 <ul style="list-style-type: none"> <li>To be given to Social Worker</li> <li>One copy is for the mother</li> <li>Second copy kept on file</li> </ul>                          | Nursing staff             |                             |
| Foster carer identification sighted. Name, address and phone number to be documented in baby's progress notes.   | Nursing staff             |                             |
| VMS follow –up of baby arranged (if in metro area).  | Nursing staff             |                             |
| Foster carer to receive yellow/blue copies of the Pre-adoption Neonatal Discharge <b>Summary for Child Health nurse and VMS. NO INFORMATION ABOUT MATERNAL HISTORY TO BE GIVEN TO PRE-ADOPTIVE FOSTER CARER!</b> | Nursing staff             |                             |
| Advise obstetric ward coordinator of baby's discharge to Pre-adoption foster care and ensure that local CHN is aware of Relinquishment and doesn't do a home visit.  | Social Work               |                             |