

Micro FACSIS Private Agency Form(PCPA and PNA)
OAPL - FAMILY LISTING ACTIVITIES
JFS 01633 (Rev 4/2002)

The **OAPL - FAMILY LISTING ACTIVITIES (JFS 01633)** Form is used to reflect the activities necessary to include potential Adoptive Families in the Micro-FACSIS match pool to initiate a statewide search for potential adoptive placement opportunities. The "OAPL Status" referred to in this section refers to the FACSIS match pool status. These Events do not affect registration with the Ohio Adoption Photo Listing (OAPL). For procedures on how to paper list a child with OAPL, please refer to OAC 5101: 2-48-07.

- Agency Name:** Enter the name of the Agency submitting the information.
- Agent ID:** Enter the 3-digit Agent ID number of the Agency submitting the information.
- Resource Name:** Enter the name of the Adoptive Home that is being registered.
- Resource ID Number:** Enter the 7-digit unique identifier assigned to identify the Adoptive Home. The first 2-digits are predefined as "40". The last 5-digits are assigned by the Agency.

BASIC RESOURCE REGISTRATION INFORMATION

Event 746: List

Family With OAPL: This Event is entered to include the family in the OAPL pool of families that are available for an adoptive placement.

Event Date: Enter the date the Agency makes the decision to include the family in the OAPL list of available adoptive placements. (This date should be within 90 days of the approval of the completed Home Study).

Event 748: OAPL

Listing Waived: This Event is entered when the Agency receives a formal OAPL Waiver (JFS 01614) from the Adoptive Family.

Event Date: Enter the date the Agency received the signed OAPL Waiver (JFS 01614). (This date should be within 90 days of the approval of the completed Home Study).

Event 750: Initiate

Family Hold Status: This Event is entered when the Agency has made the decision to temporarily remove the Adoptive Home from the pool of available adoptive placements.

Event Date: Enter the date the Agency made the decision to temporarily remove the Adoptive Home from the pool of available adoptive placements.

Reason: Enter the 2-digit code that reflects the reason the Hold Status was initiated.

Please refer to the Micro-FACSYS Code Sheet for the appropriate codes.

Event 752: Remove Family Hold Status:

This Event is entered when the Agency has made the decision to remove the Family Hold Status or the Agency has changed the reason for the Hold.

Event Date: Enter the date the decision was made to remove or change the Family Hold Status.

Event 758: Withdraw Family from OAPL:

This Event is entered when the Agency has withdrawn an Adoptive Family from the OAPL match process.

Event Date: Enter the date the Agency withdrew the Adoptive Family from the OAPL match process.

Reason: Enter the 2-digit code that reflects the reason the Adoptive Family was withdrawn from the OAPL match process. Please refer to the Micro-FACSYS Code Sheet for the appropriate codes.

OAPL MATCH PROCESS EVENTS

Event 754: Request List for Children:

This Event is entered when the Agency wishes to receive a match list of potential available children for adoption.

Date: Enter the date the Agency makes the request for the match list.

Age: Enter the 2-digit code that reflects if the child's age is to be considered a factor in the match process. Please refer to the Micro-FACSYS Code Sheet for the appropriate codes.

Sex: Enter the 2-digit code that reflects if the child's gender is to be considered a factor in the match process. Please refer to the Micro-FACSYS Code Sheet for the appropriate codes.

Race: Enter the 2-digit code that reflects if the child's race is to be considered a factor in the match process. Please refer to the Micro-FACSYS Code Sheet for the appropriate codes.

Handicap Assessment: Enter the 2-digit code that reflects if the child's handicap assessment is to be considered a factor in the match process. Please refer to the Micro-FACSYS Code Sheet for the appropriate codes.

Prior Restrictions: Enter the 2-digit code that reflects if the child's prior restrictions are to be

considered a factor in the match process. Please refer to the Micro-FACISIS Code Sheet for the appropriate codes.

Sibling Group: Enter the 2-digit code that reflects if the child's sibling group is to be considered a factor in the match process. Please refer to the Micro-FACISIS Code Sheet for the appropriate codes.

Event 756: Restrict

Child/Sibling Group List: This Event is entered when the Agency determines the child/Sibling Group should not be considered for a family on future match lists.

Date: Enter the date the Agency made the decision to restrict the child/Sibling Group from the match list for a particular family.

Reason: Enter the 2-digit code that reflects the reason the Agency decided to restrict the child/Sibling Group on future match lists. Please refer to the Micro-FACISIS Code Sheet for the appropriate codes.

Restrict ID Number:

Enter the specific identifier of the child/Sibling Group to be restricted. This specific identifier can be found on the previous match list for the family.

Event 760: Close Family Home:

This Event is entered when the Adoptive Home is no longer available for a placement.

Date: Enter the date the Agency *or* the date the Adoptive Home makes the decision the Adoptive Home is no longer available for a placement.

Reason: Enter the 2-digit code that reflects the reason the Adoptive Home is closed. Please refer to the Micro-FACISIS Code Sheet for the appropriate codes.

Comments: Comments may be included and are limited to 750 characters. If there are more than 750 characters, can continue the comments on second comment using the same date and code.