

Waiting Child Referral Guide: *Steps to take on the journey to your child*



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Introduction

The purpose of this guide is to outline for potential families the process of a Waiting Child adoption. We know this is an exciting journey for every family, and we look forward to helping you find your way to your child!

For more information on the program, please visit www.gwca.org.

Acronyms

As with all steps of the adoption process, the Waiting Child program also has many acronyms.

- CCCWA - China Center for Child Welfare and Adoption
- WC - Waiting Child
- SN - Special Needs
- NSN - Non-Special Needs
- PA - Pre Approval
- LOI - Letter of Intent
- Rehabilitation and Nurture Plan (same as LOI)
- LSC - Letter Seeking Confirmation
- LOA - Letter of Acceptance (the old name for LSC)
- TA - Travel Approval
- CA - Consulate Appointment



Research

We recommend all families start by speaking with a medical professional about all of the needs listed on our Waiting Child Checklist. It is important to understand the best and worst case scenario with each special need to determine if your family has the resources to provide for a child with a special need. If you do not have a physician already in mind, we are more than happy to refer you to a doctor experienced with internationally adopted children. (See [ICAN Medical Referral Service, pg. 32.](#))

As you are beginning to learn about the program, we invite you to participate in one of our **Waiting Child Program Webinars**. Our Webinar Host, Allison Stock, is an adoptive mom of three who will explain the differences between a healthy child and what is considered a Waiting Child, discuss common Special Needs of children on the Waiting Child list, explain the process and prepare you for what to expect when adopting a Waiting Child. Waiting Child Staff also host regular webinars focused on different special needs or aspects of the Waiting Child program. For additional information and to register, please visit <http://www.childrenofallnations.com/webinars>.

Your family should talk with your social worker regarding your desire to parent a child with special needs. When you are considering the age and special needs of a child, your social worker can help you look at all aspects to determine what would be the best fit for your family.

It is also important to look into resources available in your area when considering which special needs your family would be able to handle. Most states have early intervention programs to help children who have special needs reach their full potential. If you are considering an older child, be sure to consult with your school district about their ability to assist an older child who is transitioning to life in the United States.



Waiting Child Checklist

Once you have done all of your research, you should submit your Waiting Child Checklist. You can access the checklist at:

<http://icanwaitingchild.org/waitingchildquestionnaire.php>

The checklist gives our Waiting Child team a glimpse into your family and allows us to see your preparedness for a child with special needs. It is important for you to be as detailed as possible in your answers and outline your treatment plan for the special needs you have researched. Demonstrate what you understand about the needs you are requesting on your checklist. Once your checklist is on file, we will be able to begin looking for your child.

The Waiting Child Checklist is valid for 6 months. We ask families to revisit and resubmit the checklist after this time period so we have the most current information on your parameters. This also helps us to determine your continued interest in the program.

We recommend families continue to research and speak with other families and adoption/medical professionals even after submitting the checklist. If your family would like to make any changes to your checklist, feel free to submit a new checklist at any time. We will use the most current checklist when matching.

After your checklist is submitted, we recommend joining our Waiting Child Program Updates (WCPU) Yahoo! Group. This group is not a discussion forum, but instead acts as a specialized email list where important updates about the program, process and specific children are first announced. You can learn more about this group at: http://groups.yahoo.com/group/greatwall_wcpu/.



The Lists

Information on all children available for adoption is provided to the agency through an online database maintained by the CCCWA. The files on this list will have different designations and availability, which are discussed below.

The Shared List

The “shared list” is the main way children are made available to families for adoption. Children on the shared list are available to all agencies that have a Waiting Child Program. This means many agencies are advocating for and trying to match these children. It is important when reviewing a child’s file from the shared list to try to make a decision as quickly as possible as we cannot guarantee another agency does not have another family reviewing the child’s information. At any given time there are approximately 2,000 children available on the shared list. The CCCWA adds new children to this list once a month. Agencies receive notifications several days beforehand, and *Great Wall* notifies our families.

- When young children with more commonly accepted special needs are added to the list, for the first month that child is available, they can only be matched with a family who already has a dossier registered (or logged-in) with the CCCWA.
- If the child is still waiting after one month, they can be matched with any family who can submit their dossier paperwork within three months.
- If the child is still waiting after two months, they will be considered “Special Focus” and can be matched with any family who can submit their paperwork to the CCCWA within 6 months. (See [Special Focus](#), pg. 27.)

Individual List

Children who are on *Great Wall*’s individual list are only available to *Great Wall*. This means *Great Wall* is the only agency with access to these children’s information, and we are the only agency currently able to match the child with a family. The CCCWA allows agencies to request “Special Focus” children for their individual list.

Additionally, *Great Wall* has been pleased to participate in several special projects upon the invitation of the CCCWA. Through our ICAN Hope orphanage projects, *Great Wall* provides support and assistance to an orphanage in China. The type of assistance will vary depending on the needs of the orphanage and can include: assistance conducting developmental evaluations, support to obtain medical exams, and improvements to the orphanage facility. Any child made available for adoption through our ICAN Hope project will be placed on our individual list for a period of time as we work to find a family.

Great Wall Photo List

Our agency maintains an online photo list of children who are available for adoption. This list is by no means exhaustive or fully representative of the children we place. However, it is an excellent tool to advocate for waiting children and allow families an opportunity to be involved in the search for their child. Due to CCCWA regulations, we can only post children from our individual list.

You can view our photo list here:

<http://www.icanwaitingchild.org/ChinaWaitingChild.php>

To obtain a password, you must first complete the Waiting Child Checklist.

Waiting Child Files

Every child who is listed for adoption from China has a standard medical and developmental file available for review. A standard file will include the following:

- General Physical
- Standard Blood Work
- Urinalysis
- Growth Report (narrative written about the child's history and development)
- Developmental Checklist (indicating age-appropriate developmental milestones, if under the age of 6)
- Photos of the child in daily life
- Photos of the child's special need (if physically apparent)

Depending on the child's special need, the file may also contain additional testing, surgical reports or exams. We will provide your family with everything currently available on that child.



The Matching Process

Unlike the traditional adoption program where the CCCWA is responsibly for matching a family with a specific child, the files for Waiting Children are sent directly to the agencies. It is the agency's responsibility to find families for these children.

Waiting Child Staff goes through a review process when we are searching for families who may be a match for an available child. We will review a child's information to understand that child's needs. We then search for a checklist that matches the child's needs. If we feel your family may be a good fit for a child on the shared list or our individual list, we will contact you and initially speak with you over the phone about the child's condition and information in the file. During this conversation, if you and *Great Wall* mutually agree that this child may be a good fit for your family, the electronic file of medical/developmental information and pictures will be sent to you via email.

You may also search for your child by using *Great Wall's* online photo list of children. Once you complete a Waiting Child Checklist, you will receive a link and password for the photo list. If we are reviewing a child's file and do not find any families who may be a potential match, we will add this child to our online listing. If your family is interested in learning more about any of the children listed, you may inquire by completing the inquiry form below the listing. If more than one family inquires about the same child, we will review all families and look for the best potential match for that particular child. Please keep in mind the online listing is not a complete representation of children of the children currently waiting. We only post information about children on our individual list who do not yet have a potential family. **Very young children with minor needs will not be posted on the photo list, as we will likely have a family for them right away.**



Matching: The LID Edge

The CCCWA adds new children to the shared list once a month. Agencies receive notifications several days beforehand; therefore, every agency is monitoring the shared list to watch for newly added children. If your family is hoping to adopt a child under the age of 8 years old who is diagnosed with a minor, correctable and/or more commonly accepted special need, the review process will work differently. While it may be several months before we are able to send a file for you to review, when we do you must be prepared to make a decision quickly.

Minor, correctable and/or commonly accepted special needs include, but are not limited to:

- Cleft lip and palate
- Minor Congenital Heart Defects (PFO, VSD, ASD)
- Missing digits
- Clubbed foot/feet
- Microtia/Atresia

For families hoping to adopt a child with these types of special needs, a family must have a dossier registered with the CCCWA (Log-in Date) in order to be matched. The Waiting Child Team will discuss with your family the needs you are most prepared for and feel very confident your family would be open to considering. We will then watch the list for newly added children who fit within your parameters of comfort. If we see a child who meets these parameters, we must “lock” the child’s file immediately upon seeing the file added to the shared list. To “lock” the file, we enter a specific family’s name and LID. This pulls the file off of the shared list and gives that family 72 hours to review the file. During that time you discuss the file as a family, speak to a medical professional, work with our team for support, and make a decision whether or not you would like to move forward to adopt the child.

At times a child’s file may appear to be incomplete or there may be additional questions about the child’s medical condition or growth and development. We can request additional from the child’s orphanage, however it is rare we are able to obtain updates within the 72 hours window. It is more likely your family would have to make a decision based on the information provided in the child’s file.

If you decide you would like to move forward, you must submit all of the necessary paperwork within the 72 hour window. If you decide not to move

forward, the child's file will return to the shared list. However, *Great Wall* will not have access to that child's file again for a full 15 days.

There is no obligation or negative impact on your family's adoption status should you decline moving forward with the adoption of that child prior to submitting the formal Letter of Intent to the CCCWA. After submitting the Letter of Intent, your dossier is committed to the adoption of that particular Waiting Child. However, if your family chooses to participate in this process, it is important you are prepared to parent a child with the special needs you have indicated to the Waiting Child Team. As an agency, the CCCWA will review on a regular basis the number of children we have locked for families that do not move forward. If they feel we have "locked" too many children for families who were not prepared to move forward, it could negatively impact our ability to work within the Waiting Child Program.

Matching: Individual List or Special Focus

We typically allow families two weeks to review a child's file. We ask all families to consult with a medical professional in regards to the child's information. If you do not have a physician already in mind, we are more than happy to refer you to a doctor experienced with internationally adopted children. (See [ICAN Medical Referral Service, pg. 32.](#)) We want families to be fully informed on the child's condition and what their needs will be prior to making a decision as to accept or decline the child's referral.

At times a child's file may appear to be incomplete or there may be additional questions about the child's medical condition or growth and development. We can request additional information on a child. Due to CCCWA policies, updates are obtained through a third party authorized by the CCCWA. For files prepared more than 9 months ago (according to the date on the Medical Exam and Growth Report), no fee will be charged. Photos may also be requested without fee. For files prepared less than 9 months ago, a fee will be assessed and an additional fee will be required to request photos. Requesting an update requires the use of a specific form the Waiting Child Team can provide to interested families.

Your questions will be sent for translation and then communicated to the orphanage by a third party designated by the CCCWA. Please note, neither the CCCWA, nor the third party, nor *Great Wall* are able to guarantee an update. If the orphanage is unable to provide the update, *Great Wall* will not be able to refund fees that are collected. The time for the orphanage to respond can vary quite a bit, and it is not usual to wait for several weeks.

If you are waiting to receive additional information about a child whose file you are reviewing, we will allow you additional time to review the child's file.

There is no obligation or negative impact on your family's adoption status should you decide to decline in moving forward with the adoption of that child prior to submitting the formal Letter of Intent to the CCCWA. After submitting the Letter of Intent, your dossier is committed to the adoption of that particular Waiting Child.

Moving Forward

Once we have found your child on the Waiting Child list, our first step in your journey is to notify the CCCWA you would like to be matched with this child. We do this by associating your family's name with the child's online file. This is the process referred to as "locking the file". We will also send additional documents to the CCCWA to complete a formal application to adopt this child.

If you are not a current GWCA client, you will be required to submit the GWCA agency application and contract before we are able to move forward. Please contact our International Adoption Consultant at info@gwca.org or extension 3091 for more information on this process.

If your child's file was on the shared agency list, we will lock the child's file by placing your family's name into the system. This means, your child's file has been shifted to a list designated for *Great Wall* only for a specific timeframe (currently 72 hours). We must now submit all of the necessary paperwork to apply to adopt this specific child. As long as we submit all of your documents within this timeframe, your child's file will be permanently locked for your family.

If your child is on our *Great Wall* only list, we may wait to lock the child's file until we have all of the necessary paperwork from you.



Submitting the Letter of Intent

Once your family has made the decision to move forward to adopt your child, we must submit a formal “application” to the CCCWA requesting your dossier to be reviewed on that child’s behalf.

The documents you will need to prepare are as follows:

1. **Letter of Intent/Rehabilitation and Nurture Plan:** The LOI is designed to let the CCCWA know the preparations you have made for your child’s care upon their return to your home. You should indicate you have spoken with a medical professional and are aware of what your child’s needs may be. If your child has a special need, then you should indicate your preparedness for their special need, resources you have researched, and a tentative care plan. If your child is an older child, then it is also helpful to indicate you have researched education resources as well as your awareness of how the grieving process may differ in an older child. We only need the unsigned, typed, WORD version of this document in order to submit your application. We do not need a signed copy of the LOI at this time. You will mail this to our office at a later date.
2. **Parent Information Sheet:** This information is used by the CCCWA to determine your general eligibility. Information on this form should be current information. We need a typed, WORD version of this document. This is a different parent information sheet than the one used for travel.
3. **Passport Photos:** We will need a passport sized photo of each spouse. Please note, this must be a 2 x 2, centered headshot with a white background, not copies of your actual passport. These photos do not need to be new, professional passport pictures; however, we will need a clear, close photo of your face, and these photos must be emailed in color.
4. **Family Lifestyle photo:** This photo should include all members of your household and should follow the same guidelines as your dossier lifestyle photos. You can use any photo you like, but this photo must be emailed in color.
5. **Referral Agreement:** Please thoroughly read this document before signing it. We ask you to sign this document indicating you have received your child’s medical documents and you are prepared to move forward. Submission of your LOI fully commits your dossier to this child, and the Referral Agreement grants GWCA permission to submit your Letter of Intent to the CCCWA. We will need a signed copy of this faxed or emailed to the GWCA office before we are able to submit your formal application.

6. **\$140 CCCWA processing fee:** At this time, in order to process your paperwork through the online system, the CCCWA will assess a fee to GWCA for submitting your LOI. A letter of explanation will be attached to your “next steps” email. The Credit Card form **MUST** be received in order for us to submit your LOI. The fee will be processed within the next business day.

We ask that all of these documents be forwarded to the Waiting Child Program Staff via email. The Referral Agreement and Credit Card Form are the only documents that may also be faxed. All of these documents, along with a support letter written by *Great Wall*, act as the formal application to be matched with the child whose file you have reviewed. We are asked to submit translations of the LOI, Parent Information, and *GWCA* support letter, so we ask that you try to send these items within the first 48 hours after your child’s file is locked. Once your formal application or LOI is submitted, you will work with our Waiting Child Referral Counselor to complete the next steps of the process. We will not need any hard copies of your documents at this time, however please keep this paperwork on file. You will be asked for hard copies once your LSC is issued.

Once we have submitted documentation to the CCCWA indicating your desire to be matched with your child, the CCCWA must approve the match and formally refer the child to your family. The CCCWA will need to review your Letter of Intent and your dossier first.

Families who have a current immigration approval under the I-600A can expect to travel in ~3-4 months from submitting their LOI paperwork.

Families who have immigration approval under the I-800A can expect to travel in ~6-9 months. If a family has not submitted their dossier yet, this timeframe begins at log-in date.

If you do not have a current immigration approval this timeframe begins when you receive your I-800A approval (Form I-797).

Pre-Approval

Once your formal application to be matched with your child is submitted to the CCCWA, we wait for them to preliminarily review your information. All of the above documents are reviewed by the Review Room and the Matching Room. If either of the departments has a question about your eligibility (i.e.: medical concern, criminal history concern), they will issue questions at this time through the online system. Once both departments have reviewed and approved the information we have submitted, the CCCWA will issue a Pre-Approval. The Pre-Approval (PA) is typically issued within 2-4 weeks after the LOI is submitted and is uploaded into the CCCWA online system. We will download this document and e-mail it to you as soon as we receive it.

Please note: Your LOI, Parent Information Sheet, and support letter must all be translated into Chinese prior to submission. At times with children from the shared list, we do not have time to obtain the translations before your application submission is due. In these instances, we will submit your application without translations, and we must then wait for the CCCWA to request the translations. For these families, the Pre-Approval could take up to 1-3 weeks longer than the average timeframe. We will notify your family if this applies to you.

When the PA is issued, this means the CCCWA has accepted your LOI and agrees to review your dossier on behalf of this child. If your dossier has already been logged-in, the CCCWA will pull your dossier from its current place and expedite you through the next stages of the adoption process. If your dossier is not yet submitted, the PA will alert the CCCWA at log-in to expedite your dossier through the Waiting Child track.



While You Wait

Once you are committed to moving forward to your child, we understand you will be very anxious to bring them home. We will do everything we can to assist you in bringing home your child as soon as possible. In order for us to ensure there are no delays, your case manager will work closely with you and help you get everything in line while you wait for formal approval from the CCCWA.

Prior to receiving your Letter Seeking Confirmation, *Great Wall* will need the following:

1. **Completed 10 hours of Hague related training:** We must have 10 hours of training verified on record. Please remember your training must comply with certain required topics. Please contact your case manager to ensure you have completed all of the required training. If you have not completed this training, please do so as soon as possible and forward your completion certificates. *Great Wall* offers Parent Education Online courses – for more information please visit our site at www.adoptionmomentsonline.org. The current cost to enroll is \$175 per family, and families are granted unlimited access to all courses offered.
2. **3rd contract fee** (if you signed a Premier or Executive contract): This fee is due at the time we receive your LSC. Most families choose to pay by credit card the day their LSC arrives at GWCA, however you are welcome to send this in ahead of time by check or credit card.

Updating Your Home Study

The age, gender and needs of your child must fall within your home study and immigration approval parameters at the time of the American Consulate Visa Appointment in China. If you need to update your home study to encompass these parameters, the Waiting Child Referral Counselor will work with you and your social worker to complete this task. If you need to update these parameters, please note the home study update **MUST** be sent to immigration for approval. If you are under the I-600A, you will submit the home study update along with a letter requesting your approval be amended. If you are I-800A, your case manager must review and approve your update; then you will send it to immigration with the Supplement 3 form and fee from the I-800A application. Please contact your case manager for assistance.

Immigration Approval (I-797C or I-171H)

You need to verify your immigration paperwork is current and has the appropriate approval parameters. If your paperwork will expire in the next 6 months or you have allowed your paperwork to expire, you need to contact your social worker as soon as possible to start the renewal process. Your immigration paperwork **MUST** be up to date by the time we receive your LSC or your travel could be significantly delayed.

Post-Adoption Reports

In 2011 the CCCWA has increased the required number of post adoption reports as well as the frequency of the reports. There will be 6 reports at the following intervals: 1 month, 6 months, 12 months, 2 years, 3 years and 5 years. For adoptees that are close to fourteen years old at adoption the reports should be prepared until the child turns 18 years old.

Please note that per CCCWA guidelines, if you have moved during the process and will be working with a new home study agency other than the agency that assisted you during the dossier phase, your new agency must be [COA](#) or [Hague](#) accredited for the purpose of your post adoption reports. If you are no longer working with your original home study agency, please let us know so that we can confirm your current agency's accreditation status.

In order to meet these new requirements, our agency has established new policies and procedures for adhering to these guidelines. We no longer require a post-adoption verification statement. If you contracted with *Great Wall* before May 2011, you will need to complete a supplemental to your original contract. This is an amendment to your current contract with our agency and outlines the new post adoption requirements, changes in fee structure, responsibilities of both your family and our agency and includes a timeline for completing these reports.

This supplement to your contract will be sent to you via email from our Accounting Assistant. *In order return your LSC to China, our agency will need to receive this signed contract and fee.*

Requesting Updates

All updates are facilitated by Bridge of Love, a third party authorized by the CCCWA, and adoption agencies are no longer be able to contact the orphanages directly. The exception to this would be children who are with one of our ICAN Hope orphanage projects. We will still be able to communicate directly with the orphanage in these situations.

Here are details about how updates will be handled:

1. Bridge of Love requires the use of a specific update request form that Great Wall can provide.
2. For children whose files are more than 9 months old, the update will be free of charge.
3. For children whose files are less than 9 months old, a fee will be required to be paid to the third party. An additional fee will apply if photos are requested.
4. If a fee is required, this fee will be collected by Great Wall when the update is requested.
5. If additional testing is requested, the family requesting the update may be asked to provide financial assistance.
6. Great Wall staff will send the update request form to Bridge of Love. Bridge of Love will translate the document and send the request to the orphanage. When responses are received, they will be translated by Bridge of Love and then sent to Great Wall staff. We will provide the information to our families as soon as possible.
7. There is no specific time frame for receiving these updates, though we are hopeful that orphanages will be responsive to these requests as they are coming through the CCCWA.
8. Families will most likely only be able to request one update between submitting the Letter of Intent and traveling to China.

Sharing Your Child's Information

Though we have submitted your Letter of Intent, the CCCWA still has to review and approve your dossier. You are welcome to share your wonderful news with family and friends at any time. However, the CCCWA requires you keep your child's exact information confidential until they have completed their formal review process and your LSC has been issued. This means you should not post your child's Chinese name, photo, or exact birth date on any public forum (i.e.: blog, Facebook, Rumor Queen, Yahoo! group).

Sending a Care Package

We highly recommend only sending a care package after the CCCWA has issued your LSC, especially if your child is over the age of 3 years old. Your child's orphanage is not formally notified they have a family until this formal approval is issued. Many orphanages will not provide the package to your child until after they have been formally notified.

You can find your child's address here:

http://www.blessedkids.com/index_files/addresses.htm

If you send the package yourself, please use FedEx, DHL, or a similar service. Packages sent by USPS can be subject to extra fees in China that the orphanage may not be able or willing to pay. Address the package to the orphanage, not your child, and include in your package a copy of your Pre-Approval.

There are also some excellent care package services you may want to consider. Our families have used these services in the past:

http://www.blessedkids.com/care_packages/care_packages.htm

<http://ladybugsnlove.com/>

<http://redthreadchina.com/>

And here is a great article on care packages:

<http://www.atwakids.org/care.html>

Letter Seeking Confirmation

The Letter Seeking Confirmation is the CCCWA's formal referral of your child to your family. They will issue the LSC after your dossier has been reviewed and approved and they have officially paired your child with your family. The LSC is the same document families receive when they are matched through the Non Special Needs referral process, and it is delivered to *Great Wall* directly.

For families whose dossier is already through the translation and review process, the LSC is processed in approximately 3-6 weeks. For families who are matched within 6 months of the dossier being submitted to the CCCWA, the LSC processing may take 6-16 weeks.

The LSC will arrive directly at *Great Wall* headquarters. We will contact your family as soon as possible to notify you of its arrival. We will overnight the LSC to your family to sign. Please remember we must have the items noted in the PA section above prior to sending your LSC.

You are now welcome to send your child a care package (directly or through a service), and you can also post their information and photo, if you wish.

After LSC, non-Hague (I600A) families

Once we receive the LSC, we will send it to you overnight, via FedEx. Each parent will sign the Letter Seeking Confirmation, mark the box you accept the child's referral, and you will return this to *Great Wall* as soon as possible. You will return the following items to *Great Wall*:

1. **Letter Seeking Confirmation:** Both parents, if applicable, will need to sign and date the LSC. Be sure to check the box you accept the referral of your child!
2. **Parent and Travel Info Sheets:** You may either fill these out online or return them in your LSC package.
3. **Copy of I-171H or I-797C:** Please note, the U.S. Consulate in Guangzhou will only schedule adoptions appointments for applicants who have BOTH an approved I-600A AND a current fingerprint clearance from the FBI. Our agency must provide copies of each family's I-171H or I-797C form as well as proof of fingerprint clearance when requesting your Consular appointment. The U.S. Consulate Guangzhou implemented the new policy for appointments beginning September 15, 2008. Your I-171H MUST have an approval for special needs stated on the form. If you have not received this updated document yet, please let us know ASAP. No travel arrangements can be made until you have the updated form.
4. **Signed Letter of Intent AND Referral Agreement:** Please include an original signed Letter of Intent and your original, signed Referral Agreement. The signed Letter of Intent MUST be included or we will not be able to send your LSC back to the CCCWA.

Once we receive your package, we will send the LSC and supporting documents (Signed LOI, signed Agency Support Letter) to the CCCWA the following day. The CCCWA will receive your LSC and begin working with your child's provincial Civil Affairs office to gain permission for you to travel. We should receive your Travel Approval in 2-4 weeks. If you have kept your I-600A application current and have it updated to include a special needs approval, you can expect to travel in approximately 4-8 weeks after your signed LSC is returned to the CCCWA.

After LSC, Hague Families

If your immigration approval was gained through the I-800A application, you will need to complete a few more steps before obtaining permission to travel. Once we receive the LSC, we will send it to you overnight, along with other documents you will need, via FedEx. You **will not** return anything immediately to *Great Wall*.

Please note, if it was necessary for you to update your home study parameters, Your next steps are as follows:

1. Both parents will need to sign and date the LSC. Be sure to check the box you accept the referral of your child! You will make a copy, and put the original in a very safe place.
2. File the I-800 application and I-864W with the National Benefits Center. Be sure to include all items listed on the NBC cover letter. *Great Wall* will include in your LSC package two letters that must be included with your I-800 application. I-800 approval will take approximately 2 weeks **upon receipt by your assigned adjudicator**.

Once your I-800 Provisional Approval is issued, your file will be transferred to the National Visa Center. Once the NVC has forwarded your file to the U.S. Consulate in Guangzhou, you will receive a letter in the mail from the “Bureau of Consular Affairs” indicating your paperwork has been sent. Once you receive this letter in the mail or by email, you will return the following documents to *Great Wall*:

1. **Letter Seeking Confirmation:** Both parents will need to sign and date the LSC. Be sure to check the box you accept the referral of your child and return the original LSC to *Great Wall*.
2. **Parent and Travel Info Sheets:** You may either fill these out online or return them in your LSC package. Please remember, the parent information sheet for travel is different than the sheet you completed as a part of your LOI.
3. **Signed Letter of Intent AND Referral Agreement:** Please include an original signed Letter of Intent and your original, signed Referral Agreement. The signed Letter of Intent **MUST** be included or we will not be able to send your LSC back to the CCCWA.
4. **Copy of I-797C (I-800A approval)**
5. **Copy of I-800 Provisional Approval**
6. **Copy of letter from “Bureau of Consular Affairs**
7. **Completed DS-230 application and fee.** This is your child’s application to obtain a U.S. Visa. You will need to include a photo copy of **ALL** of your child’s referral documents, including Chinese and English translations. You

will also need to include a printed, passport sized photo of your child. This is usually located on the front page of their referral documentation. It must be sized 2 x 2 inches, color and on photo paper. Do not staple this to the DS-230. Also be sure to sign Page 2. Complete instructions on completing this form will be emailed to you upon receipt of your Pre-Approval.

Great Wall will then send all of the above documentation to China. We process all items and ship via FedEx to China the following day. Delivery generally occurs in 2-3 days.

Once your paperwork arrives to our courier in Guangzhou, it is delivered to the U.S. Consulate. The Consulate allows agency representatives to pick up and drop off paperwork at certain times and days during the week. Once the Consulate receives this information from our staff in China, they will then verify your approvals and issue an Article 5. *Great Wall's* courier picks up the Article 5 on one of the designated days and then express mails it to our staff in Beijing. Upon receipt our staff will then deliver your paperwork to the CCCWA. After the CCCWA has received both your family's signed LSC and the Article 5 from the consulate, the CCCWA will begin working with your child's provincial Civil Affairs office to gain permission for you to travel. We should receive your Travel Approval in 2-4 weeks. You can expect to travel in approximately 4-8 weeks after your signed LSC AND the Article 5 are returned to the CCCWA. Overall, this timeframe averages 3-4 months from LSC arrival to travel.

We know you may be very anxious about the timing of these steps, however please know we will work to get you to your child as soon as possible. In the best interests of your case, we ask you to not contact the Consulate to check on the status of your paperwork. While they may respond to your inquiry, they will ask *Great Wall* to advise families to not contact them directly.



Travel

Once your Travel Approval is issued, the Travel Advisor will work with our China staff to book all of your adoption appointments and travel arrangements. *Great Wall* will book all of your intra-China flights and hotels. Please remember, per your signed contract the travel arrangements are a package deal. You are not able to book these on your own. You will be required to book your own international flights, however the Travel Advisor MUST review your itinerary before you finalize your flights.

It is important to note if your child is from Beijing Province, you will be required to stay in country for 3 weeks, rather than the standard 2 weeks. Also, because children in the Waiting Child program are referred from all over China, you may be the only family traveling to your child's province. We do not require families to wait and travel with a group, and we will send you to China as soon as possible. *Great Wall* has standard travel fees which include guide services, transportation, and travel coordination. These fees are charged per person and vary for an infant, child and adult. The fees will remain the same whether you travel alone or with a group. Please note a child 12+ is considered an adult for travel. Please refer to the Travel Guide for more information on costs.

Considerations While You Travel

- **Stereotypes in China:** If your child has a special need that is outwardly noticeable, please be aware in some cases, not always, they may receive negative attention. Culturally, some special needs are seen as bad omens or bad luck and your child may be avoided by certain individuals who retain this view.
- **Grief and Loss:** Everything your new child has known is going to change, and they are going to leave behind their life as they know it. Imagine suddenly and without choice being moved in with people who look, smell and speak differently than you, and leaving behind all of your friends and loved ones without guarantee you will ever get to see them again. Imagine how you might handle those feelings. Imagine not being able to even understand anyone to be able to express those feelings, and would you want to with a stranger? We have seen at times your child may bond/attach easier to one parent versus the other. It is important to NOT take this personally. Perhaps your child has very rarely been exposed to males, and therefore is scared of Baba. Perhaps your child was in a foster home where she was extremely close to her foster mother, and therefore feels as if she is betraying her foster mother by becoming close to Mama. Your child will

need time to navigate through these thoughts and feelings and to realize they are with you forever. This safety and security does not always happen quickly.

- **Institutional Delays:** It can be said for ANY child, no matter their age, who is adopted from an orphanage setting they will be delayed. In most cases, they have not received the same education, stimulation, resources, food, care, or love a child receives when they are raised with their family. They WILL be behind compared to other children. Even if their educational, physical and cognitive development all appear to be on target, they have not had the same emotional stimulation that a child needs to fully develop emotional regulation and social skills. A 12 year old may want to crawl into their parents lap and be rocked, or they may not know how to comfortably receive a hug. Either one is ok and is normal. Your child may also have problems navigating social situations. They most likely have not been exposed to typical social life. They may not know how to share, how to take turns, or how to behave appropriately with their peers. These are all things we are taught as we grow, however your child most likely has not been taught these things. Allow your child to go through these emotional/developmental stages in their own time with your guidance.
- **Regression:** Even if all of their paperwork indicates you will be bringing home a happy, healthy, well-adjusted child, remember their world is about to be turned upside down. It is possible your child's behavior will not appear to be age-appropriate. Your child will be experiencing huge loss in their lives, and not for the first time. Children of all ages may show this regression in terms of acting out behavior, but it is also possible for your child to exhibit shock-like behaviors. They may not speak, may not interact, and may not make eye contact. This is normal.
- **Behavior:** Many children will display atypical behaviors during their transition into a family. Your child can be difficult during the initial bonding and attachment process. When your child displays inappropriate behavior, some parents may be unsure how to handle it. It is not uncommon for children to have temper tantrums, be disrespectful, or to not respond to redirection. Your child may not be acting out just to "be bad", but rather may not know how to handle the emotions they are experiencing. Some children have said they felt if they misbehaved, they could just go back to the orphanage or to their foster home. Remember the rules you have for appropriate behavior can be very different from the expectations of your child's previous caregiver. Your child will need to learn about you and how to be in your family, the same as you work to learn about them. It is common for older children to test boundaries with their new families. It is

important to be consistent both while in China and after you return home so your child can learn what type of behavior is expected of them.

- **Sleeping Issues:** Children in institutions typically sleep in a room with many other children. Children coming from a foster home may have co-slept with their foster parents. Being alone at night may be very frightening for your child at first. Respond to any sleep issues with support and patience. Children need to know that their parents will respond to their needs and fears. It may help your child to transition if you stay with them while they fall asleep or provide comfort by rubbing or patting their back.
- **Food Issues:** Children living in institutionalized settings are not given unlimited access to food. They are typically fed at a designated time with a standard amount of food. When children come to their families and are given more open access to food, they may excessively overeat or hoard food. Be sure to comfort your child and assure them you will provide them everything they need. Demonstrate for your child appropriate proportions and have healthy snacks available for them when they are hungry.
- **Personal Hygiene:** Many children also are hesitant to remove their clothing as they transition into your family. Some children may sleep in their shoes or refuse to take off their coat. This is very normal. Do not force your child to change or remove anything they brought with them. Most children in orphanages are bathed with a sponge bath and may have never experienced a bathtub or shower. Being submerged in water can be a very frightening experience for a child when combined with the other stressors of the adoption process. Most children also have significant cavities due to the amount of sugar in Chinese food and snacks. Most children are not experienced in dental hygiene and may need assistance in this area.



Once You Come Home

Bonding and Attachment

With the happiness an adoption can bring, families are sometimes caught off guard when negative feelings such as grief and loss occur. It is important to understand that it is very common for the child AND parents to experience feelings of grief and that these feelings should not be ignored or “blocked out”. Not attending to the feelings of grief can delay and cause problems with the attachment process.

Children do not express feelings in the same way as adults. Depending on their age and/or their needs, they may not have the vocabulary or understanding of their feelings to be able to “tell” you their feelings. They will often express emotions through behavior. Some common behaviors children will express when grieving are:

- Become very quiet or very talkative or overactive
- Avoid eye contact
- Have temper tantrums or seemingly unprovoked outbursts of anger or crying
- Reject contact with parents or be overly clingy
- Regress to behaviors of younger children (bedwetting, thumb sucking, crawling instead of walking)

Adopted children are very vulnerable to grief. They are taken away from familiar people, sights, smells, and schedules and placed with strangers. They lose their sense of security and familiarity. Reestablishing this security is one of the best ways for parents to help their child deal with grief. A key method for this is developing a routine for the newly adopted child. Not only is it important for parents to develop a schedule for the daily events (i.e. meals, playtime, bedtime); but also develop a pattern for interacting with the child – this includes consistency with responses to their child’s different emotions and needs. For example, if the child cries (no matter what the reason) make it a point to always be there to comfort the child. This does not have to take the form of picking up the child at night when they are crying but can be rubbing or patting their back until they fall asleep. When the child knows what to expect from their new situation, they will become more secure and the feelings of grief will lessen.

Be aware of the fact that grief has no timeline and feelings of grief can reoccur throughout the child’s life as their emotions continue to develop and they begin to create a life story that involves their past, present and future. Continue to be supportive and give the child the opportunity to grieve and express their feelings as they arise.

Doctor's Appointments

If possible, consult with your doctor and delay any non-essential major medical procedures/treatments for your child. Ensuring your child feels safe and secure with your family is a high priority when you initially return home. Your child may also have spent a lot of time in medical facilities due to their need, and sometimes children may feel threatened or insecure when they find themselves in Medical facilities or hospitals that may remind them of the institution. If you are unable to delay medical treatment – here are some tips to help facilitate and hopefully minimize any possible trauma for your child.

- Arrange with the doctor ahead of time a plan to be with your child at all times.
- Prepare the doctor for possible reactions of your child based on the institutionalized care.
- Look for ways to create a positive bonding experience for you and your child during the care/treatment and/or stay in the hospital. Use this time to show your child you are there for them and build trust with them.
- Explain what will happen to your child. Be honest and supportive.
- Calm your child's fears and anxiety by remaining calm and positive.
- Role play with your child about what may happen at the doctor's office or hospital.
- Use positive reinforcement/rewards as they make it through the appointment/procedure/medical treatment.

Show your child through your constant presence, calmness and support you are their forever family and you will not leave them.

Recommendations for Transition

- Understand your child's perspective
- Parent to the emotional age of the child
- Find ways to decrease stress for yourself and the child, and engage the child
- Learn as much information as possible about your child's current daily routine and then implement consistency in their routine at home. This can help ease your child's transition home and into their new surroundings.
- Children who have lived in institutions often respond favorable to assignment of chores, It gives them an important role to play in the family structure.

Meeting Family and Friends

Remember your child will likely be overwhelmed by all the changes happening in their life. Take things slow when you get home. Don't immediately plan any vacations or large events. Slowly introduce the child to your family and friends. Everyone will likely be excited to meet the newest member of the family, but it's important to allow the child time to adjust and transition.

Spend the initial time home bonding with your child and establishing the parental relationship.

Remember, you have a whole lifetime ahead with your child!



Special Focus Program

The CCCWA realizes some children may require more time and attention in order to find a suitable forever family. As of September 1, 2010, the CCCWA implemented their “Special Focus” program. “Special Focus” is defined as a child who has been on the shared agency list for more than two months without being matched or has participated in an agency’s CCCWA sponsored “Hope Camp”. The CCCWA may also designate children as “Special Focus” if they feel the child could be harder to place. If a family wishes to adopt a “Special Focus” child but does not have a completed dossier, they will be allowed 6 months to gather dossier paperwork.

Types of Special Focus Adoptions

The CCCWA will also allow special consideration in regards to the adoption of a “Special Focus” child in the following ways: simultaneous, concurrent and successive adoptions.

- A **simultaneous adoption** is defined as the adoption of two children at the same time (one child should be Special Focus). Before *Great Wall* will consider allowing your family to adopt two children at the same time, we will require your social worker to submit an approval for this option. We want to be sure your family has discussed with your social worker the possible issues related to a simultaneous adoption. Your social worker will be asked to provide their opinion on whether or not your family is prepared for such an adoption. Please keep in mind you will need to gain home study and immigration approval for two children. If you originally filed under the I-600A and were only approved for one child, you will not be able to change the number of children on your I-171H. In this case, you will be required to re-file under the I-800A. We will require you to have an up-to-date immigration approval before consideration of a simultaneous adoption. Families can only be matched with a second waiting child before the Letter Seeking Confirmation for the first child is issued by the CCCWA.
- A **concurrent adoption** is defined as the adoption of a “Special Focus” child while maintaining your log-in date for the referral of a child through the regular track. The CCCWA will utilize a photo copy of your dossier to process the adoption of your “Special Focus” child. You will receive a new LID for your Dossier Copy. You can travel to bring home your “Special Focus” child, and then continue to wait in the regular referral program. Prior to receipt of your referral through the regular referral program, the CCCWA will require your family to submit a new home study performed by a Hague

or COA accredited agency that meets all of China's current requirements along with current, valid immigration approval.

- A **successive adoption** is defined as beginning a second adoption within one year of a previous adoption. The CCCWA will allow families to begin a second adoption within one year if the second child is considered a Special Focus child. In order to utilize the same dossier for a successive adoption, a LOI for a second child must be submitted within 12 months of your first child's adoption finalization in province. Families will be not be required to complete a new dossier but will need to submit a new home study performed by a Hague or COA accredited agency that meets all of China's current requirements along with current, valid immigration approval.

All families will need to meet the minimum income standards set forth in the CCCWA's eligibility requirements. Families completing a successive adoption will be reviewed per the current eligibility requirements in place when their dossier copy is submitted.

Additional Paperwork

- **Simultaneous Adoption**
 - If your original, logged-in dossier approved you for two children, you do not have to complete any additional paperwork aside from the LOI packet
 - If your original, logged-in dossier only approved you for one child, you will be required to submit the following paperwork:
 - Signed Letter of Intent
 - Application letter, certified and authenticated
 - Updated Home Study, certified and authenticated
 - Updated Immigration Approval for two, certified and authenticated
- **Concurrent or Successive Adoption**
 - Photocopy of your original dossier
 - Signed Letter of Intent
 - Application letter, certified and authenticated
 - New home study performed by a Hague or COA accredited agency that meets current CCCWA requirements, certified and authenticated
 - Updated Immigration Approval for two, certified and authenticated

If your dossier was originally logged-in through GWCA, we will provide the photocopy of your dossier. If your first dossier was not logged-in through GWCA, you will be required to provide GWCA with two photocopies of the original

dossier (including certification and authentication pages). If you do not have access to your original dossier, please contact us for more details.

If you are completing a concurrent or successive adoption, you will receive a new LID for your dossier copy and supplemental documents. Travel will be 6-9 months from your new log-in date.

The Children

The purpose of the Special Focus Program is to allow more considerations for children whose age, gender or special need has made it difficult for them to find a forever family. Over 90% of the children from China currently waiting for a family are considered Special Focus.

This program does not typically include young children with minor special needs.

The Lists

The majority of children are listed on the Shared Agency list. However, each agency can request for specific children to be added to their agency's Individual List. *Great Wall* maintains an active list of Special Focus children. By adding a child to an agency specific list, it allows the agency to focus on a particular child, request updated information and exclusively advocate for that child.

If you are currently working with *Great Wall*, but see a child who is listed on another agency's Individual List you would like to know more about, please contact *Great Wall's* Waiting Child Team for more information.

Additional Costs

It is important to take into consideration the additional financial requirements for these options. The CCCWA will charge an additional dossier processing fee for copying your dossier and preparing paperwork for two children in addition to the LOI processing fee. Also, GWCA has always had a second child contract and fee available for families who were adopting twins, siblings, or two unrelated children at once. The total for these fees is approximately \$4,300-\$5,000. Keep in mind you may also have to update your home study and immigration approval at your own expense, along with paying for post-adoption reports for two children. If you are adopting two children at once and they are from different provinces, your family will have to travel to both provinces to complete the adoption process. This will add at least an additional week to the adoption trip. If you are adopting concurrently or successively, you will incur the cost of two adoption trips. Families will also have two orphanage donations, and in-country adoption expenses are for

each child. Overall, adopting two children at once could cost an additional \$15,000-20,000 or more.

Considerations

If your family is considering one of these options, it is important to speak with your family, social worker and *Great Wall* case manager to see if this would be a good fit for your family. In addition to the financial considerations, the adoption process can be extremely difficult for a child, and families should think about how they would handle two children who may have a difficult transition. Adding two children to a family at one time or within a short time span also has the potential to be very stressful on parents as well as other children in the family.

Special Focus Program for Singles

Through the Special Focus Program, the CCCWA has opened the door for single women to adopt from China once more. Some additional stipulations are imposed:

1. The single applicant may adopt one Special Focus child at a time, with an interval of at least a year between adoptions. Applicants are not eligible for simultaneous, concurrent or successive adoptions.
2. Applicants must be between the ages of 30-50. If over 50, the age difference between the parent and the child being adopted must be no more than 45 years.
3. Applicants must be healthy and without criminal record.
4. Annual income must be \$10,000 per family member, including the child to be adopted.
5. Net assets must be a minimum of \$100,000.
6. Applicants must be experienced with child-raising or employed in a related field such as: teacher, doctor, counselor, etc. Experience with special needs children is important.
7. Applicants can have no more than two children under 18 currently in the home. The youngest child must be over the age of 6.
8. Applicants are eligible to adopt one Special Focus child on one dossier. They are not eligible to complete a concurrent, simultaneous or successive adoption.

Institute for Children of All Nations

www.icanwaitingchild.org

ICAN, the Institute for Children of All Nations, is part of [Great Wall China Adoption](#) and [Children of All Nations](#). We strongly believe that children with special needs are the most vulnerable and most in need of loving homes. We began to place waiting children over 10 years ago and are very proud to say we have placed over 700 waiting children and counting. ICAN is designed to provide additional resources for families, social workers, adoptees, and child welfare institutions as well as advocacy and support for orphans around the world.

Our ICAN team consists of licensed master level social workers, therapists, child development staff, education counseling staff and physicians specializing in children with special needs. We also collaborate with the Child and Family Center for Innovative Research at the University of Houston.

ICAN Hope Orphanage Projects

As a part of ICAN, *Great Wall* is honored to partner with orphanages in China to help them through the adoption process. Through these special projects, *Great Wall* is helping orphanages become more involved in international adoption by assisting them with the necessary resources to refer their children to the CCCWA.

Great Wall is currently working exclusively with four orphanages to help find forever families for their Waiting Children. Staff from *Great Wall* has been able to visit one of these orphanages and meet the caregivers, foster parents and directors personally. We have also been able to meet and personally interview nearly 300 children from these orphanages. We have provided the orphanage with developmental assessments of the children and recommendations for their ongoing care.

As our partnerships grow, we will continue providing these orphanages with resources and support for their children. As these children's files are completed and they become available for international adoption, *Great Wall* will be seeking forever families for these beautiful children. We are hopeful we will be able to work with more orphanages in the near future!

ICAN Referral Services

- **Medical Referral**

Doctors with our medical referral services are experts in the field of adoption medicine who have screened thousands of medical reports. They are among the leading medical professionals in adoption medicine. Many of them have adopted children themselves. ICAN is able to offer you an exclusive price that is lower than what you will find if you go directly through a medical clinic.

- **Education and School**

Do you know your rights as an adoptive parent? Learn what they are and the services that schools are obligated to provide. You will be able to get connected with the people and materials designed to help implement the issue of adoption into the classroom, for a rate exclusive to ICAN.

- **Behavior and Mental Health**

We will refer you to a mental health specialist who can help guide you on addressing these issues so you and your family grow healthy.



Appendix



I. Sample Letter of Intent/Rehabilitation and Nurture Plan

To: The Officials of the China Center of Child Welfare and Adoption

My name is xxx, and I was born on April 30, 1957. My husband's name is xxx, and he was born February 15, 1957. We were both born in Toledo, Ohio in the United States of America, and are both citizens of the United States of America.

We found a beautiful little girl on the "waiting children's list" through our adoption agency "Great Wall China Adoption". We want very much to adopt her. Her name is xxx, and her birthday is December 3, 2001. We have read her medical reports, and looked at her beautiful pictures. We are aware of her deformed ears and her impaired hearing. We have already been in touch with two doctors regarding her condition, and how we can best help her. One of the doctors is a specialist in ear problems. We know that there are surgeries available to improve and correct ear deformities and improve hearing. The most advanced surgery to improve hearing involves cochlear implants, and this procedure has proven to be very successful in over 100,000 cases per year. Two of the hospitals where these surgeries take place are very close to our home. Plastic surgery would take place when appropriate, though we think she is already beautiful!

We have already been touch with our insurance company and they have approved all xxx's care and any necessary surgeries. We will be contacting a speech therapist immediately to help xxx learn to talk. In addition, we have ample income that will enable us to help xxx in any way possible.

My husband and I have had much experience in dealing with ear problems in children, as our younger son had several surgeries to correct his ear problems. We spent much time and many years visiting his doctors. At one point he had considerable hearing loss, but due to the doctor's care his hearing has been totally restored.

We have also investigated educational opportunities. The school she will attend has support services to assist with speech and learning disabilities. We will work with the school to ensure xxx has the support she needs to learn and be successful. In addition, I do not work outside of the home, so I will be able to devote my full time and attention to xxx. We are very comfortable with the fact the xxx has a special need. We are well aware of the challenges we must face when we bring her home. We are totally committed to loving her and making her part of our family.

Also, we want to assure you that we will give xxx the best life possible with many people to love her. We will teach her and protect her so she will grow into a healthy happy young lady.

We are very excited about xxx and want very much to bring her into our home and make her part of our family. She will be very much loved and cared for. We thank you so much for your consideration in this adoption.

Sincerely,

II. Parent Information Sheet

INFORMATION ABOUT PROSPECTIVE ADOPTIVE PARENTS

****Please remember, this information must be thorough and honest. Providing inaccurate or incomplete information could be grounds for denial by the CCCWA. If you have any questions, please contact us immediately.**

项目 Item	收养父亲 Adoptive Father	收养母亲 Adoptive Mother
姓名 Name		
出生日期 DOB		
国籍 Citizenship		
受教育状况 Education (Highest level completed)		
职业 Occupation		
Company		
年收入 Annual Incomes		
婚姻状况 Marital Status Date of current marriage Dates and reasons for any previous divorces. If no other marriages, state so		
Address		
Current Phone numbers	Home:	Dad Cell/Work: Mom Cell/Work:
子女情况 Children at Home (Names and DOB)		
Total Assets		
Total Liabilities		
Home Study Agency		
Home Study Completion Date (most recent)		
Please answer each of the following questions: 1. Do you have a current	Note: This is for Great Wall only and does not go to the CCCWA at this time. It will not be a problem if your family is still applying or renewing this approval.	

<p>Immigration approval? 2. Is it I-600A or I-800A? 3. What is the date of expiration? 4. What is your fingerprint expiration date?</p>	<p>1. 2. 3. 4.</p>	
<p>身体状况 Health Status Height and Weight Surgeries: list date and reason for surgery Medical conditions: date of diagnosis, treatment, and prognosis Medications: reason for medication</p>		
<p>是否受过刑事处罚 Is there any criminal record? If yes, please list: Name of charge Date of charge Punishment received (be sure to include days spent in jail, if any)</p>		
<p>收养愿望 Adoptive Expectation (3-5 sentences; Discuss how you feel this child will impact your lives.)</p>		

III. Referral Agreement

248 Addie Roy Road, A102
Austin, TX 78746
512.323.9595 Phone
512.323.9599 Fax
info@gwca.org
www.gwca.org



Great Wall
china adoption
美國華爾領養中心

Waiting Child Program Referral Agreement

We, _____ accept the referral of this child, _____ born on _____ given to us this date, _____, from the China Center of Child Welfare and Adoption (CCCWA) through Great Wall China Adoption (Great Wall). We agree that Great Wall will submit our formal application, letter of intent, to adopt this child, _____, to the CCCWA.

We agree to nurture, love, care for, and support this child. We are fully aware of any diagnosed special need and we decide to accept this referral and submit a letter of intent to adopt this child. We have reviewed the child's medical information available and understand its content. We understand that GREAT WALL does not guarantee the accuracy of the translation. We take responsibility for verifying the accuracy of the translation.

We fully understand that due to the circumstances of the child abandonment and orphan status, previous history is not available regarding prenatal health, birth family, siblings, and other health and social background. We fully understand that all the information on the child including medical report is furnished by CCCWA and the child's orphanage, not by GREAT WALL. We will not hold GREAT WALL liable for the accuracy of all the information including the medical information provided by CCCWA and the child's orphanage. We understand that Great Wall China Adoption recommends that we have this information reviewed by a physician that is familiar with International Adoptions and we have received their recommended list of physicians.

We agree and understand that by signing this agreement we are providing permission to Great Wall to submit our official application or letter of intent (LOI) to the CCCWA to adopt this child. We understand that should we decide to withdraw our application prior to traveling to China for any reason that it is the sole discretion of the CCCWA to decide the status of our adoption application (dossier) with the CCCWA. We understand that withdrawing our application for this child may result in a full withdrawal of our dossier from the CCCWA China Adoption Program.

We fully understand that once the Letter Seeking Confirmation is signed and returned to the China Center of Adoptions Affairs that this confirms the adoption of this child. Once China receives this confirmation, any potential and undiagnosed physical, emotional and/or developmental problems that the child may have must be addressed in the child's province. We understand that should we choose not to adopt this child while in China, we may be given no option or limited options, to adopt a different child because Great Wall China Adoption has no authority to make referrals of adoptive Chinese children to the adoptive families. All referral decisions are determined by China Center of Child Welfare and Adoption. Therefore, we will not hold Great Wall China Adoption liable for any potential and undiagnosed physical, emotional and/or developmental problems that the child may have past, present or future.

If we have not completed a homestudy, we understand that we must receive a favorable recommendation from our homestudy provider in order to move forward with the placement of this child. We understand that Great Wall can not guarantee homestudy approval. We understand that if our family does not receive a favorable recommendation from our homestudy provider, we must withdraw from the Waiting Child Program.

We agree to submit a completed dossier, if we do not have a current log in date (LID), to Great Wall China Adoption within the designated time allotted by the CCCWA. If we are unable to complete our dossier within this timeframe, we will submit written permission for Great Wall China Adoption to request an extension to submit our dossier to the CCCWA for this child. We understand that extensions may not be granted by the CCCWA if it is determined that an extension will not serve the best interest of the Waiting Child. We are fully aware that if we fail to complete a dossier in the allotted time and do not receive an extension, we will be required to withdraw from the Waiting Child Program.

We understand if we are approved and travel to adopt this child, we will follow the planned itinerary provided by Great Wall for accommodations and air travel within China. We understand that while Great Wall will work to accommodate certain special travel requests, this is not a required service of the agency.

We agree to return this signed and dated Waiting Child Referral Agreement to GREAT WALL, prior to the submission of the official application to the CCCWA for this child. We agree that if GREAT WALL does not receive this form within the time specified, GREAT WALL has the authority close the adoption file to apply for this waiting child. Please initial below that you have received the following documents during your adoption process with Great Wall and have reviewed them. All documents that are provided to us by the CCCWA through Great Wall are the only documents currently available at the time of submission of the Letter of Intent:

	Mother's Initials	Father's Initials
Picture(s) of the child	_____	_____
Child's original growth report	_____	_____
Child's original medical report/lab work	_____	_____
Child's translated medical report	_____	_____
Child's translated growth report	_____	_____
Referral Education Guide	_____	_____
Travel Guide	_____	_____
Paperwork Guide	_____	_____
Parenting Guide	_____	_____
Medical Resources Guide	_____	_____
Recommended list of physicians	_____	_____

Optional Release:

We give Great Wall permission to post this child's photo in an online photo list of matched children. (Neither your family's name nor the child's real name will be displayed. This is for the purpose of ongoing advocacy for China's waiting children, and participation is optional

Mother's Initials _____ **Father's Initials** _____

We agree and understand that GREAT WALL can not guarantee placement of a child.

_____ We accept the referral of _____
_____ We decline the referral of _____.

Please state your reason to decline the referral in the space below:

Signed on this the _____ day of _____, 2011.

Prospective adoptive mother signature

Prospective adoptive father signature

Printed name

Printed Name

IV. Pre-Approval

通 知

华尔收养组织:

你们递交的 _____ 收养 _____ (省、市、自治区) _____ 儿童 _____ 的申请已收到, 经过对该家庭为该儿童制定的医疗康复及抚育计划的审核, 中国收养中心同意将其申请文件转入收养特殊需要儿童的程序处理, 特此告知。

中国收养中心
2010年04月19日

Notice

Great Wall China Adoption.

The application of _____ for adoption of _____ from _____ of _____ province that you submitted was received. It is hereby advised that with a review of the Rehabilitation and Nurture Plan for the Child made by the family, the China Centre of Adoption Affairs agrees to move this application file into the procedure for adoption of special-need children.

China Centre of Adoption Affairs

V. Letter Seeking Confirmation

征求收养人意见书 Letter of Seeking Confirmation from Adopter

MR. _____

& MRS. _____ :

根据你们的收养申请及《中华人民共和国收养法》的规定，中国收养中心为你们选配了一名儿童，现将儿童有关资料转交你们征求意见。请将是否同意收养的意见签署在下面适当的位置，并尽快将此意见书交还给你们递交申请文件的机构美国华尔。

Based on your application and in accordance with the *Adoption Law of the People's Republic of China*, the China Center of Adoption Affairs matched a child with you. Herein, we send the information about the child to you. You are kindly requested to make your decision, sign in the proper place below, and deliver this letter as soon as possible to the adoption organization which submitted your application file, GREAT WALL CHINA ADOPTION.

被收养人：姓名：_____ 性别：_____ 出生日期：_____

健康状况：_____

身份：社会福利机构抚养的查找不到生父母的儿童

Adoptee: Name: _____ Sex: _____ Date of birth: _____

Health Status: _____

Identity: institutionalized child whose birth parents cannot be ascertained

送养人姓名(名称)：_____

From: _____



收养人意见：

Decision of Adopter:

我们同意收养上述儿童。

We accept the adoptee mentioned above.

我们不同意收养上述儿童，理由是：

We cannot accept the adoptee mentioned above, the reason is:

收养人父亲签字：

Signature of Adoptive Father :

日期：

收养人母亲签字：

Signature of Adoptive Mother :

Date: year/month/date

VI. Non-Hague, I-171H/I-797C Special Needs Approval

Department of Homeland Security
U.S. Citizenship and Immigration Services



U.S. Citizenship
and Immigration
Services

Name and Address of Prospective Petitioner:	Name of Prospective Petitioner:		
	Name of Spouse, if Married:		
	Application Receipt Number:		
	Filing Date:	Completion Date:	Expiration Date:

NOTICE OF FAVORABLE DETERMINATION CONCERNING APPLICATION FOR ADVANCE PROCESSING OF ORPHAN PETITION

It has been determined that you are able to furnish proper care to an orphan(s) as defined in Section 101 (B)(1)(F) of the Immigration and Nationality Act. A separate Form I-600, Petition to Classify Orphan as an Immediate Relative, must be filed on behalf of each child with documentary evidence as described in instructions 2c, 2d, 2e, 2f, 2g, and 2h of that form. No fee will be required with Form I-600 if filed within **18 months** from the date of completion of all advance processing. If you do not file Form I-600 within **18 months**, your application will be considered abandoned. Any further proceedings will require the filing of a new Form I-600A.

Form I-600 should be filed at the USCIS office or U.S. Embassy or consulate. Your approved advance processing application is being retained or has been forwarded as indicated by an "X" mark below:

1. Your Advance Processing Application is being retained at this office.
2. The extension of your Advance Processing Application has been forwarded to: _____
3. Your Advance Processing application has been forwarded to the National Visa Center, 32 Rochester Avenue, Portsmouth, NH 03801-2909.
4. Other: _____
(GRANDFATHERED APPLICATION)

Your application has been approved for:

Number of Children	Gender	Age	Special Needs Child
1	Female	0-36 MONTHS	Yes

NOTE: This determination does not guarantee that the orphan petition(s) you file will be approved. An orphan petition may be denied because the child does not qualify for classification as an orphan or for other proper cause.

Even though your application for advance processing has been approved, and you are eligible to file Form I-600 for a specific orphan, Form I-600 may not be approved unless the fingerprint checks relating to you, your spouse (if any), and any adult household member are current and not expired. Fingerprint checks relating to this application will expire on:

	Name	Fingerprint Expires On:
Prospective Petitioner		
Spouse (if married)		
Household Member		
Household Member		

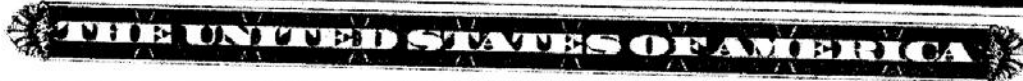
Notify USCIS if you anticipate that your fingerprint clearances will expire before Form I-600 can be filed and approved. To receive a fingerprint appointment, send a copy of this letter and a payment of \$80 for each person to be fingerprinted, to the address listed at the top of this letter. To allow for processing time, do this 2 months prior to the date the fingerprints expire.

Form I-171H (07/24/09) N

VII. I-800 Provisional Approval

Department of Homeland Security
U.S. Citizenship and Immigration Services

I-797, Notice of Action



Receipt Number		Case Type: I-800, Petition to Classify Convention Adoptee as an Immediate Relative
Receipt Date	Page 1 of 2	Petitioner Name: USCIS Account Number: Fingerprint Expiration Date: Date of Birth (If unmarried):
Notice Date	USCIS Case Number	Spouse's Name (If Married): USCIS Account Number: Fingerprint Expiration Date:
		Child's Name: USCIS Account Number: Date of Birth: Child's A number:
Cc: Great Wall China Adoption		Notice Type: NOTICE OF PROVISIONAL APPROVAL 8 CFR 204.313; Sec. 101(b)(1)(G) of INA
<p>USCIS has <i>provisionally</i> approved your Form I-800, Petition to Classify Convention Adoptee as an Immediate Relative, that you filed on behalf of a child habitually resident in People's Republic of China, whom you intend to adopt under the Hague Convention on Protection of Children and Co-operation in Respect of Intercountry Adoption (Hague Adoption Convention).</p> <p>You submitted your Form I-800 together with the evidence required in 8 CFR 204.313. On the basis of this evidence, USCIS concludes that you will qualify as a Convention adoptee under section 101(b)(1)(G) of the Immigration and Nationality Act ("INA"), as amended, if you complete the proposed adoption or obtain custody of _____ for the purpose of emigration and adoption.</p> <p>Notice of this <i>provisional</i> approval has been provided to the U.S. Department of State. A visa application must be submitted on behalf of _____ to the U.S. Department of State visa issuing post, in accordance with their requirements.</p> <p>You may not adopt nor obtain custody of the child until the U.S. Department of State has provided to the Central Authority of the child's country of origin, the notice under Article 5 of the Hague Adoption Convention, indicating that the U.S. Central Authority finds the adoption or custody acceptable, that the child is eligible for immigration and the proceedings may be completed.</p> <p>Once you have adopted or obtained custody of _____, you may submit the adoption or custody decree to the U.S. Department of State visa issuing post to obtain the required certification necessary for final approval of Form I-800.</p> <p>FINGERPRINTS The fingerprint record clearance must remain valid for you, your spouse (if married), and any adult member(s) of the household listed below throughout final approval of Form I-800.</p> <p>Adult member of the household #1: _____ Fingerprint Expiration Date: _____ Adult member of the household #2: _____ Fingerprint Expiration Date: _____</p> <p>PLEASE NOTE The provisional approval of this petition does not in itself grant any immigration status and does not guarantee the final approval of your Form I-800. This approval notice is NOT the Article 5 letter required under the Hague Adoption Convention, nor is it a visa for entry into the United States.</p>		
<p>U.S. CITIZENSHIP & IMMIGRATION SERVICES NATIONAL BENEFITS CENTER ATTN: HAGUE UNIT 850 N.W. CHIPMAN ROAD, SUITE 5000 LEE'S SUMMIT, MO 64063 Email: NBC.Hague@dhs.gov NBC Hague Unit: (877) 424-8374</p>		

Form I-797 (Rev. 01/31/05) N

VIII. NVC/Bureau of Consular Affairs Letter

Dear Petitioner:

The State Department's National Visa Center has recently received your approval Form I-800, Petition to Classify Orphan as an Immediate Relative. This letter is to inform you that your petition has been forwarded to the appropriate visa-issuing post where the adoption interview will take place.

Our records indicate that you filed the I-800 petition for:

Name of Beneficiary/Child:

Case Number:

This case has been forwarded to:

CONSULATE GENERAL OF THE UNITED STATES, VISA
1 SHAMIAN STREET SOUTH
GUANGZHOU 510133
PEOPLE'S REPUBLIC OF CHINA

Please forward any inquiries regarding your I-800 to the assigned US Embassy/Consulate General mentioned above.

Sincerely,

Bureau of Consular Affairs

IX. Article 5

征 求 收 养 意 见 书 Letter of Seeking Confirmation

收养国中央机关：
Central Authority of Receiving State:

根据《中华人民共和国收养法》及《跨国收养方面保护儿童及合作公约》第十七条的规定，中国收养中心为收养人 MR. _____ & MRS. _____ 选配了一名儿童（_____），随函附上该儿童的照片、体检表、成长报告。请将你们的意见签署在下面适当的位置。

In accordance with the *Adoption Law of the People's Republic of China* and the Article 17 of the *Convention on Protection of Children and Cooperation in Respect of Intercountry Adoption*, the China Center of Adoption Affairs matched a child (Name: _____, Sex: _____, D.O.B: _____) with the adoption applicants MR. _____ & MRS. _____. Enclosed please find the pictures, medical examination form, and growth report of the child. Please sign in the proper place underneath to present your opinion.

收养国中央机关意见：

Opinion of the Central Authority of Receiving State:

- 我们同意中国收养中心该项儿童安置决定。
We agree with the decision made by CCAA.
- 我们不同意中国收养中心该项儿童安置决定。理由是：
We don't agree with the decision made by CCAA, the reason is:

签署人：

Signature:

收养国中央机关：

Central Authority of Receiving State:

日期：

Date: year/month/date



China Center of Adoption Affairs

2010/04/15

X. Multiple Child Simultaneous Adoption Approval

Social Worker Approval for Multiple Child Adoption

Family Name: _____

The above named family would like to be considered for China's Special Focus Child Program and the adoption of two unrelated children at the same time. In order to fully assess the family and provide them with guidance for this program, we ask that you complete the following information in regard to this family. We feel it is very important that the items noted below are addressed with each family considering multiple child adoption and value your opinion as a professional licensed Social Worker.

I, _____, have discussed with the family the following (please initial each item):

1. Grief and loss and how it can present in a newly adopted child (acting out, regression, rejection, etc.) _____
2. Institutional delays and how they can present in a newly adopted child _____
3. The possibility of adaptability problems after placement _____
4. Techniques to help the newly adopted children handle the above mentioned issues _____
5. The importance of acknowledging each child's physical and emotional needs and addressing them individually _____
6. The permanence of adoption _____

In addition to standard adoption related topics, I have discussed with the family the following:

1. The additional considerations to all items noted above in relation to adopting 2 children at the same time _____
2. The additional financial aspects of adding two children to the family at one time _____
3. The effect on their in-home structure (scheduling, bedroom arrangements, other children in the home, etc) _____
4. Medical, cultural, social and psychological support in their area to provide for the children's needs _____

Upon discussing all of the items noted above, please provide us with your opinion regarding this families request for consideration to adopt 2 children through China's special focus program.

_____ I agree with and support the family's desire to add two children to their family at the same time through adoption from China. The family has completed adequate training and has discussed openly with this social worker the potential risks and concerns of a two-child adoption. Please provide a brief assessment of the family's preparedness: _____

_____ At this time, I feel the family requires additional training and resources before being considered for the adoption of two children at the same time. Please provide a brief assessment of areas of concern: _____

_____ I have addressed these concerns with the family and have suggested the following training/resources. _____

_____ I have not addressed the areas of concern with the family. If no, please provide information on plans to address the areas of concerns. _____

Thank you for your assistance and assessment. If you have any questions regarding this form, please contact our office.

Date: _____
Printed name of family: _____
Printed name of Home Study Agency: _____
Printed name of Social Worker: _____
Social Worker Signature: _____