

June 6, 2023

CALIFORNIA DEPARTMENT OF SOCIAL SERVICES

**EXECUTIVE SUMMARY**

**ALL COUNTY LETTER NO. 23-50**

The purpose of this All County Letter is to introduce the newly issued California Department of Social Services [form AD 907A](#). This new form will meet the requirements of Welfare & Institutions Code section 16122 regarding Private Adoption Agency Reimbursement Program payments as they relate to Non-minor Dependent adoptions by licensed adoption agencies.



KIM JOHNSON  
DIRECTOR

CALIFORNIA HEALTH & HUMAN SERVICES AGENCY  
**DEPARTMENT OF SOCIAL SERVICES**  
744 P Street • Sacramento, CA 95814 • [www.cdss.ca.gov](http://www.cdss.ca.gov)



GAVIN NEWSOM  
GOVERNOR

June 6, 2023

ALL COUNTY LETTER NO. 23-50

TO: ALL COUNTY CHILD WELFARE DIRECTORS  
ALL CHIEF PROBATION OFFICERS  
ALL COUNTY ADOPTION PROGRAM MANAGERS  
ALL TITLE IV-E AGREEMENT TRIBES  
ALL CDSS ADOPTION REGIONAL OFFICE MANAGERS  
ALL LICENSED ADOPTION AGENCIES  
ALL LICENSED FOSTER FAMILY AGENCIES  
ALL CHILDREN'S RESIDENTIAL PROGRAM MANAGERS  
CALIFORNIA ASSOCIATION OF ADOPTION AGENCIES

SUBJECT: NEWLY ISSUED DEPARTMENTAL FORM AD 907A

REFERENCE: [ASSEMBLY BILL 1301](#); [WELFARE AND INSTITUTIONS CODE SECTION 16122](#); [ALL COUNTY LETTER NO. 20-85](#), [ALL COUNTY LETTER NO. 13-100](#); [PRIVATE AGENCY ADOPTION REIMBURSEMENT PROGRAM FREQUENTLY ASKED QUESTIONS I AND II](#); [CALIFORNIA DEPARTMENT OF SOCIAL SERVICES FORMS AND BROCHURES](#); [CALIFORNIA DEPARTMENT SOCIAL SERVICES PRIVATE ADOPTION AGENCY REIMBURSEMENT PROGRAM](#); [ADOPTIVE PLACEMENT AGREEMENT FOR NON-MINOR DEPENDENT ADOPTIONS FORM AD 907A](#)

## **PURPOSE**

The purpose of this All County Letter (ACL) is to introduce the newly issued Adoptive Placement Agreement (APA), AD 907A, form to be used for all adoptions of Non-minor Dependents (NMD). This form was made necessary by amendments to the [Welfare and Institutions Code \(WIC\) section 16122](#) in 2019, that required a signed APA for agencies to obtain the Private Agency Adoption Reimbursement Program (PAARP) payment when applicable.

## **BACKGROUND**

The 2011 Child Welfare Services Realignment allowed for full fiscal and program responsibility for PAARP to transfer from the state to county governments once an agreed-upon process was established. Consequently, [Assembly Bill \(AB\) 1301](#) (Chapter 827, Statutes of 2019) codified the transfer of PAARP from the California Department of Social Services (CDSS) to the 58 counties within the state, effective July 1, 2020.

The AB 1301 also added a requirement for the PAARP to [WIC section 16122\(c\)](#) stating, “These rates shall apply to children for whom an adoption placement agreement is signed on or after that effective date,” which was not consistent with [ACL 13-100](#). The [ACL 13-100](#) directed that APAs were not required for NMDs since NMDs consented to their own adoptions. As a result, since there is no APA, licensed adoption agencies involved in NMD adoptions are not eligible to receive the PAARP payment.

In an effort to address this unintended financial consequence on adoption agencies, and to support permanency for NMDs, the CDSS and the County Welfare Directors Association partnered to create an APA specifically for NMDs, [form AD 907A](#).

## **IMPLEMENTATION**

Similar to the original AD 907, the adoption social worker completes the AD 907A using the NMD and the adoptive parent(s) information. Much of the language from the original AD 907 has been applied within the AD 907A, with the primary difference being the AD 907A is written from the NMD perspective, because they are consenting to their own adoption. Additionally, on page two, the signature of the NMD or their guardian ad litem is required, along with the signatures of the prospective adoptive parent(s), the child welfare services representative, and an adoption agency representative in a cooperative placement adoption. The tribal customary adoptive parent and tribal representative may also sign this form.

This completed document can then be used by licensed adoption agencies that provide pre-adoptive and adoptive placement services to request full payment of PAARP funds, along with the [SOC 154A](#), [AD 4040](#), and other county requested documents.

Use and implementation of the [form AD 907A](#) is effective immediately for all NMD adoptions. This form and all other CDSS Forms are located on the [CDSS Forms and Brochures website](#).

## **COPIES AND TRANSLATIONS**

Forms referenced in this letter are available on the [CDSS Forms and Brochures website](#). When the CDSS completes all translations of a form, they are posted on the [Translated Forms and Publications website](#). When made available by the CDSS, forms translated into an individual's preferred language must be provided to the individual pursuant to [Manual of Policies and Procedures \(MPP\) Section 21-115.2](#). For questions

on translated materials, please contact Language Services at (916) 651-8876. If translations are not available, recipients who have elected to receive materials in languages other than English should be sent the English version of the form or notice along with the [GEN 1365-Notice of Language Services](#) and a local contact number.

Per [Government Code Section 7290, et seq.](#), the County Welfare Departments (CWDs) must ensure that effective bilingual services are provided. This requirement may be met through utilization of paid interpreters, qualified bilingual employees, and qualified employees of other agencies or community resources. These services must be provided, free of charge, to the applicant/recipient. If the CDSS does not provide translations of a form, it is the county's responsibility to read and interpret the form if an applicant or recipient requests it.

Additionally, the CWDs must provide auxiliary aids and services to persons who are deaf or hearing impaired, or persons with impaired speech, vision, or manual skills, where applicable. More information regarding provisions for services to applicants and recipients who have limited English proficiency or who have disabilities can be found in [MPP Section 21-115](#) and [ACL 19-45](#).

If you have any questions or need additional guidance regarding the information in this letter, contact the Adoption Services Branch, Adoption Policy Unit at [apu@dss.ca.gov](mailto:apu@dss.ca.gov).

Sincerely,

***Original Document Signed By***

ANGIE SCHWARTZ  
Deputy Director  
Children and Family Services Division