



Intercountry Adoption Accreditation and Maintenance Entity

AN OVERVIEW OF IMPLEMENTATION: PROCESSES, PRACTICES, AND FEE SCHEDULE

OUTLINE

- Introduction
- Timeline
- Website and IAAME Portal
- Fee Schedule and Monitoring and Oversight
- Accreditation and Approval
- Whose Lane is It
- What's Next
- Questions

IAAME MISSION STATEMENT AND CORE VALUES

- Mission Statement: To ensure that intercountry adoptions are conducted in a non-exploitive, transparent, and ethical manner, and conform with existing regulations, statutes, and requirements in the best interest of children and families.
- Core Values:
 - Child Safety
 - Data Driven Intervention
 - Financial Sustainability

Chief Executive Officer
Stephen Pennypacker

Chief Financial Officer
Michael Reneke

Executive Director
Kim Loughe

Accreditation and Approval
Manager
Jessica Conway

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TIMELINE

- **March 31, 2017** – Department of State (DOS) Issues Request for Statements of Interest
- **May 31, 2017** - IAAME submits Statement of Interest
- **July 31, 2017** - Memorandum of Agreement signed between DOS and IAAME establishing IAAME as an Accrediting Entity (AE)
- **July 31, 2017** - Council on Accreditation (COA) and IAAME are the two designated Accrediting Entities

TIMELINE (CONT.)

- **September 25, 2017 to September 26, 2017** – Meeting with DOS, COA, and IAAME to establish parameters, workflow, and dynamics of work for two AEs.
- **November 2017** – DOS and COA enact the 14 month withdrawal option. COA will remain an AE through December 2018.
- **November 2017 to Present** – Transition plans drafted and implemented transitioning AE responsibilities from COA to IAAME.

TIMELINE (CONT.)

- **November 2017 to April 2018** – IAAME completed policies, forms, established website and IAAME portal, and hired staff.
- **April 1, 2018 to present** – Began activities related to IAAME portal access, monitoring and oversight cases and reporting, annual attestation, semi-annual report on complaints, self-reports, complaints, adverse action, and accreditation/approval renewal activities.

WHAT IS THE DIFFERENCE BETWEEN THE IAAME WEBSITE AND THE IAAME PORTAL?

- IAAME Website : www.iaame.net

Information about IAAME:

- ❖ Who is IAAME
- ❖ Accrediting Responsibilities
- ❖ Key Terms
- ❖ Executive Staff and Program Management Team
- ❖ Policies and Procedures
- ❖ Frequently Asked Questions

Accreditation:

- ❖ Fee Schedule with Explanation of Fees, and FAQs on Fees
- ❖ Policy 003 (Initial & Renewal Accreditation and Approval) and Application Part A
- ❖ Tables of Evidence
- ❖ Substantial Compliance System

WHAT IS THE DIFFERENCE BETWEEN THE IAAME WEBSITE AND THE IAAME PORTAL? (CONT.)

- ❑ Monitoring and Oversight:
 - ❖ Policy 004 (Monitoring and Oversight), 005 (Oversight Through Review of Complaints and Reporting), and 006 (Adverse Action)
 - ❖ Semi-Annual Report on Complaints
 - ❖ Annual Attestation form

- ❑ Resources – links to various resources regarding intercountry adoption accreditation

- ❑ Contact – form to submit inquiry about accreditation/approval process, complaint or other inquiries

- ❑ Adoption Service Provider (ASP) Login – link to the IAAME Portal

- ❑ Submit Payment – form for online payment of fees

- ❑ Required Reports – ASP listing (i.e. name, states & countries, incoming/outgoing or both), accreditation status, substantiated complaints, and adverse action information

WHAT IS THE DIFFERENCE BETWEEN THE IAAME WEBSITE AND THE IAAME PORTAL (CONT.)

- IAAME Portal

- News

- ASP demographic information and accreditation/approval status

- Application Part A

- Application Part B, Tables of Evidence, and Supporting Documentation

- Monitoring and Oversight – case tracking, reporting, and invoicing

- ❖ For case tracking information regarding prospective adoptive parents and the children (will require information to be added initially at acceptance with the ASP, when a referral is accepted and when the adoption is finalized)

- Self-Report Activity

- Complaint Activity

- Adverse Action Activity

- Documentation Uploading

FEE SCHEDULE

| Fee Category | Amount |
|--|---|
| Initial Accreditation/Approval Application Fee | \$3,000 |
| Accreditation/Approval Renewal Application Fee | \$800 |
| Extension Fee | \$2000 |
| Accreditation/Approval Fee | 0-5 Adoptions = \$8,000 6-25 Adoptions = \$12,000 26-75 Adoptions = \$16,000 76+ Adoptions = \$20,000 |
| Monitoring and Oversight Fees | \$500 per adoption |
| Site Visit Fees (including site visits conducted for complaints and/or adverse action) | Travel Costs – actual cost of transportation per reviewer (plane ticket, gas, rental car, train) Per Diem costs per reviewer – IAAME will apply current federal per diem rates per reviewer per day of site visit activities |
| Site Visit Rescheduling Fee | \$1,000 plus actual cost of changes to transportation and lodging charges |
| Certificate Replacement Fee | \$5 per certificate requested |

MONITORING AND OVERSIGHT CASES THE NUMBERS BY MONTH

| Month | Number of Cases Reported |
|---------------|--------------------------|
| February 2018 | 30 |
| March 2018 | 173 |
| April 2018 | 253 |
| May 2018 | 268 |

COMPLAINTS

Maintenance and Oversight Numbers 6/12/18

| | Transferred from COA | Received After 4/1/18 | Review Complete | In Process |
|------------|----------------------|-----------------------|-----------------------------------|------------|
| Complaints | 26 | 8 | 3 (2 from COA and 1 New to IAAME) | 31 |

ADVERSE ACTION

Maintenance and Oversight Numbers 6/12/18

| | Transferred from COA | Created After 4/1/18 | Closed | Corrective Action in Process - Monitoring | COA Reviewing and Following Up | Under Review |
|----------------|----------------------|----------------------|----------------|---|--------------------------------|--------------|
| Adverse Action | 12 | 1 | 2 (2 from COA) | 2 (1 from COA and 1 from IAAME) | 5 | 4 |

SEMI-ANNUAL REPORT ON COMPLAINTS

| Semi-Annual Report on Complaints | | | |
|----------------------------------|---------------------|-------------------------------|-------------------------------|
| | Total Number Needed | Number Received and Processed | Number Finalizing Corrections |
| Semi-Annual Report on Complaints | 150 | 148 | 2 |

ANNUAL ATTESTATIONS

| Annual Attestations | | | |
|---------------------|---------------------|-------------------------------|-------------------------------|
| | Total Number Needed | Number Received and Processed | Number Finalizing Corrections |
| Annual Attestation | 150 | 146 | 4 |

SELF-REPORTS

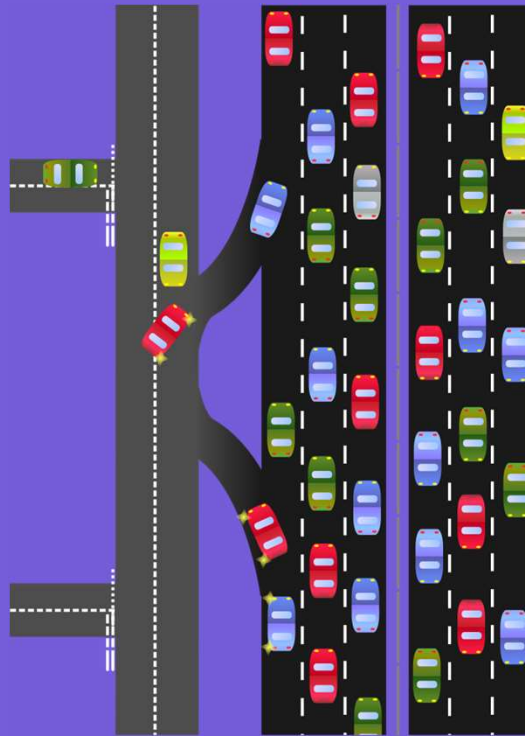
Maintenance and Oversight Numbers 6/12/18

| | Transferred from COA | Created after 4/1/18 | Closed | In Process |
|--------------|----------------------|----------------------|-------------------------------------|------------|
| Self-Reports | 7 | 60 | 49 (7 from COA and 42 new to IAAME) | 18 |

ACCREDITATION AND APPROVAL 2019

| Month | Number of ASPs to be Renewed | Number of ASPs with On-Site Reviews Scheduled |
|----------------|------------------------------|---|
| January 2019 | 2 | 2 |
| February 2019 | 3 | 2 (one ASP determining if they wish to pursue renewal) |
| March 2019 | 5 | 3 (2 other ASPs have been contacted and IAAME staff are working with them to schedule on-site review dates) |
| April 2019 | 2 | 2 |
| May 2019 | 0 | 0 |
| June 2019 | 1 | 0 (intake call with ASP has been scheduled) |
| July 2019 | 1 | 0 |
| August 2019 | 3 | 0 |
| September 2019 | 1 | 0 |
| October 2019 | 1 | 0 |
| November 2019 | 5 | 0 |
| December 2019 | 2 | 0 |
| Total 2019 | 27 | 11 |

WHOSE LANE IS IT?



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WHOSE LANE IS IT?

- The Department of State (DOS) is responsible for interpretation of the standards, provision of technical guidance, and communication with U.S. embassies and foreign governments. DOS Consular Officers conduct I-604 investigations, issue Article 5/17 letters, and process immigration petitions and immigrant visa applications.
- The Accrediting Entity (AE) is responsible for application of and compliance with the standards, accreditation/approval and monitoring and oversight activities.
- U.S. Citizenship & Immigration Services (USCIS) is responsible for determination of the eligibility and suitability of prospective adoptive parents to adopt, and the adjudication and processing of immigration petitions.

SO WHO DO I ASK?

- Questions related to:
 - ❑ The Hague Convention, interpretation of the standards; technical guidance on interpretation of the standard; acting as a primary provider; foreign provider guidance; issues involving the adoption process in a foreign country; issues related to post-adoption and post-placement services, and unregulated custody transfers; habitual residence; and outgoing adoptions - Department of State – adoption@state.gov
 - ❑ Application of U.S. accreditation standards – IAAME – contact@iaame.net
- Questions with multiple layers (i.e. interpretation, application, and/or eligibility) should be sent to adoption@state.gov and cc all applicable parties for response (i.e. one question could require responses by DOS, IAAME and USCIS).

WHY DOES IAAME ASK QUESTIONS ABOUT MY QUESTIONS?

- In order for IAAME to provide responses related to questions about application of the standards IAAME needs specifics from ASPs – why?
 - ❑ One size does not fit all – one answer may not be applicable in all scenarios
 - ❑ ASP understanding of the situation is key to applying the standards correctly so IAAME will ask:
 - ❖ What the ASP has attempted
 - ❖ What has worked
 - ❖ What barriers have been experienced
 - ❖ What does the ASP think they should do
 - ❖ What gaps are there
 - ❖ What questions remain

WHAT IS COMING UP NEXT?

- Finalization of Application Part B in IAAME Portal
 - ❑ Standards with links to upload supporting documentation from Tables of Evidence
 - ❑ Ability to upload one document and link it to multiple standards as needed
 - ❑ IAAME's review tool, scoring, justifications and reporting
- Addition of Supervised Providers (foreign and domestic) into the IAAME Portal
 - ❑ IAAME staff to enter information from COA project and self-reports and verify information with ASPs.
- Quarterly calls with IAAME and ASPs
 - ❑ Plans are to begin calls in July or August
 - ❑ Calls will be a focused and structured format
 - ❑ Poll to be available for ASPs to submit questions or topics for discussion