

## An Explanation of Dillon International's Fees and Services

Dillon International makes every effort to keep the fees for services at a reasonable rate. However, during the adoption process, fees can change and families will be responsible for any increase that occurs. Fees for services are due at the time the service is provided. For this reason, fees paid to Dillon International are non-refundable.

### Adoption Application-Part I:

- Review of Adoption Application-Part I by case manager
- Communication with family regarding additional information, if needed, to process their Adoption Application-Part I
- Data entry of family's information to create their adoption file

### Adoption Application-Part II:

- Review of Adoption Application-Part II by case manager
- Communication with family and others to assist in completing the Adoption Application-Part II
- Attendance at Dillon's "*Emotional & Physical Care of the Newly Adopted Child*" class and/or receipt of class DVD prior to child's arrival

### Program Management Fee #1 and #2:

- Facilitating family's adoption process between agency and

- government officials both in the U.S. and overseas
- Administrative expenses for processing family's documents including photocopying and data entry
- Communication with family via email, fax and telephone
- Family education regarding the adoption process
- Facilitating USCIS processing of family's documents
- Communicating on family's behalf with U.S. and foreign officials regarding family's adoption process
- Review of adoption home study by Dillon's Adoption Supervisor to ensure home study report meets U.S. and foreign country's requirements
- Preparation of child referral information
- Preparation of family for travel to foreign country
- Delivery of periodic post-placement reports as required by foreign country
- On-going adoption education and consultation regarding child and family's adjustment issues
- Instruction of family regarding adoption finalization and naturalization process
- General adoption agency overhead expenses

### Adoption Home Study:

- Two to four visits with a highly qualified adoption professional
- Development of a written home study report on family according to specific country's guidelines by adoption professional

- Adoption professional's mileage to meet with the family
- Administrative processing of approved home study including photocopying
- Mailing approved home study to appropriate USCIS office
- On-going adoption education and consultation with adoption professional in preparation for initial adjustments after the child's arrival

### **International Program Fee and Maintenance Support Fee:**

- Background investigation of child and/or birthparents
- Caring for the child in an orphanage or foster care setting
- Standard medical testing and/or medical treatment for child
- Salaries of foreign caregivers and medical staff
- Care and upkeep of orphanage facilities
- Supplies to run orphanage
- Assistance with foreign country welfare projects
- Processing child's legal documents through foreign adoption system
- Translation of family's documents into foreign language for review by foreign adoption officials
- Child's passport fee
- Providing services and care to waiting children who may not be adopted

### **Document Processing Fee:**

- Review and preparation of family's documents to meet the

requirements of the country from which they are adopting

- Photocopying and processing all documents prior to shipment to foreign country

### **Post-Placement Fee:**

- Three to five visits with a highly qualified adoption professional
- Preparation of written post-placement reports by adoption professional on child and family's initial adjustments and progress
- Adoption professional's mileage to meet with the family

### **Express Delivery Fee:**

- International shipping & handling expenses of family's documents to and from foreign country
- Domestic shipping & handling expenses of child's assignment documents
- General postage expenses

### **Refundable Deposits:** *-to be refunded after Dillon International receives-*

- Copy of child's U.S. adoption finalization within a 3-year period after placement
- Copy of child's adoption documents from the foreign country
- Copy of child's Certificate of U.S. Citizenship within a 3-year period after placement