

DISCLOSURE POLICY

St. Mary's Services seeks to treat all families with dignity, respect, and in an environment of transparency regarding our policies and practices. All clients – birth families, adoptive families, and adoptees - will receive the necessary information to make informed decisions regarding their work with St. Mary's Services and the adoption process overall. Some of the information is specific to one part of the adoption triad, and are outlined below.

Birth Families

- Description of all applicable St. Mary's Services programs and services available to them
- Documentation of *Birth Family Rights and Responsibilities*
- Information about the *Illinois Adoption Registry*
- Non-identifying information about adoptive parents for the purposes of selecting parents for their child
- Consent for exchanging identifying information with adoptive parents in an open adoption
- Documentation to indicate preferences for ongoing correspondence with the adoptive family and child
- Information about the *Adoption Agency Information and Complaint Registry*
- Our agency's *Grievance Policy*
- HIPPA Notice of Privacy Practices

Adoptive Families

- Description of all applicable St. Mary's Services programs and services available to them
- Description of St. Mary's Services' policies and practices
- General eligibility requirements
- General description of fees and refund policies
- Documentation of *Adoptive Family Rights and Responsibilities*
- Information about the *Illinois Adoption Registry*
- Non-identifying background information about an infant available for adoption and the associated birth family, including relevant social, medical and mental health information for the child's birth parents, when available
- Consent for exchanging identifying information with birth parents in an open adoption
- Documentation of the correspondence requested by the birth family following the adoption of the child
- Information about the *Adoption Agency Information and Complaint Registry*
- Our agency's *Grievance Policy*
- HIPPA Notice of Privacy Practices

Adoptees

- Description of all applicable St. Mary's Services program and services available to them
- Information about the *Illinois Adoption Registry*
- Our agency's *Grievance Policy*
- HIPPA Notice of Privacy Practices
- Our full cooperation with requests within forty-five days from court-appointed Confidential Intermediaries for information pursuant to subsection 18.3(g) of the Illinois Adoption Act