Section 40 of the Adoption Act 2010

Adoption Authority of Ireland

Steps in the Adoption Process

1. Assessment

2. Adjudication

3. Determination

The following three flowcharts give you a step-by-step guide to the adoption process in Ireland. We provide a glossary for reference, as several terms are abbreviated in the charts. Also, some terms we have to use are quite formal, so we have explained them in the glossary for clarity.

We provide a colour key to show which person or agency is responsible for particular actions. We hope you find this helpful.
Glossary:

Abbreviations:

AAI  The Adoption Authority of Ireland
AAI Board  The board of the Adoption Authority of Ireland who adjudicate on adoption matters where necessary
AAI ICA  The Intercountry Adoption Unit within the AAI who administer the intercountry adoption process
AAI SW  The social work team within the Adoption Authority of Ireland
PACT  An adoption agency accredited by the AAI to carry out assessments for prospective adoptive parents
Tusla  Child and Family Agency, carries out assessments for prospective adoptive parents

Terms:

Adjudication:  Examination and assessment of all the information supplied by the applicants, assessment agency, social workers, and so on.

Determination:  The decision of the Board or the Intercountry Adoption Unit whether or not to issue a Declaration of Eligibility and Suitability

Minded to decline  If the Board are ‘minded to decline’, it means they are not satisfied to let the application proceed without further information from the applicants.

Flow Chart Key

Applicants  =  Applicants
Assessing Agency / Local Adoption Committee  =  Assessing Agency / Local Adoption Committee
AAI ICA  =  AAI ICA
AAI Board  =  AAI Board
1. Assessment

Applicants apply to be assessed by TUSLA / PACT

TUSLA / PACT assess applicants and prepare Assessment Report with a Finding as to the eligibility & suitability

Local Adoption Committee consider the Assessment Report and Finding and make a Recommendation

AAI ICA and SW verify that Assessment and Recommendation paperwork is complete

Request additional documents or clarification

Incomplete → Complete

Move on to Step 2 - Adjudication
2. Adjudication

Either Assessment or Recommendation
Negative

Board assess case sheet compiled by ICA. This includes:
- TUSLA / PACT assessment and finding
- LAC recommendation

Further information may be requested from assessing agency

Written documents may be submitted to AAI and/or an Information Sharing meeting may be held with AAI Board

The AAI Board considers:
- Assessing Agency Assessment
- Local Adoption Committee Recommendation
- Any additional documents submitted
- Proceedings of the Information Sharing meeting (if held)

The Board then satisfies itself as to the eligibility and suitability of the applicants.

Satisfied
Not satisfied

Move on to Step 3 - Determination
3. Determination

**Satisfied**

AAI ICA write to applicants advising that the AAI Board is ‘minded to decline’. The letter from AAI will give reasons, and invite applicants to make a written submission and / or attend an oral hearing.

Applicants wish to make a written submission and / or attend an oral hearing.

AAI issue applicants with copies of all documentation considered by them.

The Board considers written submission and / or the oral hearing held.

Board review all available information.

Board are **satisfied** as to eligibility and suitability.

**Issue Declaration** of Eligibility and Suitability.

**Not satisfied**

Applicants either decline or don’t respond in the time-frame given.

Applicants wish to make a written submission and / or attend an oral hearing.

AAI issue applicants with copies of all documentation considered by them.

The Board considers written submission and / or the oral hearing held.

Board review all available information.

Board are **not satisfied** as to eligibility and suitability.

**Refuse Declaration** of Eligibility and Suitability, giving reasons for the decision.