



**New York State  
Office of  
Children & Family  
Services**

[www.ocfs.state.ny.us](http://www.ocfs.state.ny.us)

**David A. Paterson**  
*Governor*

**Gladys Carrión, Esq.**  
*Commissioner*

Capital View Office Park  
52 Washington Street  
Rensselaer, NY 12144

November 16, 2009

Dear Director of Services,

Several months ago, you received a letter informing you that the Office of Children and Family Services (OCFS) was awarded a federal adoption grant to provide specialized permanency adoption services for freed foster children with mental health, developmental disabilities, or criminal justice histories so serious that they required residential treatment. The project, "A Parent for Every Child" (PFEC), will focus on the population of freed children under the age of 21 that reside in facilities operated by the Offices of Mental Health (OMH), Mental Retardation and Developmental Disabilities (OMRDD), Children and Family Services Juvenile Justice Program (DJJOY), and children in a Residential Treatment Center (RTC) who have a permanency goal of another planned living arrangement (APLA).

We solicited your help to update the Child Care Review System (CCRS) data on the targeted population of children and assist OCFS in its efforts to identify all the freed children who may be eligible to participate in the program. Based on the updated data, and through a random selection process, OCFS has identified the first group of children to participate in the project.

OCFS is pleased to announce the selection of a child or children from your district to participate in the intervention group. The project will provide a dedicated permanency specialist from one of the participating partner agencies to assist in finding an adoptive family or a permanent resource for each identified child. The trained permanency specialists will be from three partner agencies that will cover all regions in the state: You Gotta Believe in the New York City area, Parsons Child and Family Center in the Capital District, and Hillside Children's Center in Central and Western New York. Each child will receive an array of child-specific recruitment services designed to find a permanent adoptive family or resource that can undertake the role of parenting and caring for a child with multiple needs.

Upon notification of each district with a child or children selected for the intervention group, the permanency specialist assigned to the child or children will be instructed to:

- Contact the local social services office and set up an appointment to meet with the child's social services caseworker;
- Conduct a review of the child's permanent record in an effort to mine it for potential contacts as the search for appropriate adoptive parents begins. Important Note: All permanency specialists have been cleared by their respective agencies and as OCFS contract staff, by extension, they are authorized to conduct these confidential record reviews;



- Meet with the residential service team assigned to the child to plan a strategy to introduce the child to the assigned worker and to partner in developing a family recruitment plan.

Notification of the individual names of children in your district will be made by a password-encrypted email one week following the mailing of this notification.

If you do not receive an email regarding the names of the selected child or children, or if you have any other questions, please contact Brenda Rivera, Director of the NYS Adoption Service, at [Brenda.Rivera@ocfs.state.ny.us](mailto:Brenda.Rivera@ocfs.state.ny.us); or Michael Carroll, A Parent for Every Child Project Director, at [Mcarroll@hillside.com](mailto:Mcarroll@hillside.com).

Thank you for your help with this project.

Sincerely,



Brenda S. Rivera, Director  
New York State Adoption Service

cc: Local District Commissioners  
Linda C. Brown  
Regional Directors  
Adoption Specialists  
PFEC Staff