

Oakland County Circuit Court - Family Division, Adoption Services

Adoption Finalizations (MCL 710.56)

Finalization hearings are held weekly. The judge hearing the finalizations is the duty judge for that week, not necessarily the judge assigned to the case.

If adoptee is less than one year old at the time of filing, case may be finalized 3 months from date of *Order Placing Child* (PCA 320). For adoptees over the age of one, case may be finalized six months from the date of the Order Placing Child.

Requests and materials for finalization hearings may be submitted with the second supervision report, generally five months after placement. If that is done there will be no delay in finalization.

Include the following:

1. A **cover letter** from the agency or attorney requesting the finalization hearing which includes the case number, the child's birth name, the child's name after adoption, birth date and petitioner(s) name(s). **Please indicate if there are dates when a party or attorney is unavailable.**
2. One signed, original Verified 21-Day Fee Statement with the required attachments of each of the following:
 - Statement of Services Performed by Agency/DHS* (PCA 345)
 - Statement of Services Performed by Attorney* (PCA 346)
 - Petitioner's Supplemental Verified Statement* (PCA 347a)
3. Birth Certificate, with raised seal
--if not submitted previously
4. *Final Order Allowing Fees and Costs* (PCA 341)
 - Submit one
5. *Adoption Facilitator Clearinghouse Record, Non-Confidential Information.* (DHS 4746)
Complete this form for all adoptions in which consent is required by birth parents or a licensed private child-placing agency. (MCL 710.58(a)) This is not required for stepparent/relative/guardian adoptions or if the **MCI superintendent's consent is required.**
6. Report on Appeals and Rehearings