



Confidential Communication Services Post-Adoption Program

Amara's Post-Adoption Program believes that maintaining contact between adoptive and birth families is in the adoptee's best interest. However, we understand that there are times when families are unable to communicate with each other directly, at which point Amara may serve as a liaison.

In agreeing to act as a liaison, Amara is responsible for:

- Receiving, opening, reviewing, and (if necessary) redacting identifying information within correspondence in accordance with RCW 26.33.340
 - Identifying information includes, but is not limited to:
 - Last Names
 - Personal Identification Numbers
 - Addresses
 - Telephone Numbers
- Forwarding correspondence to the intended recipient in a timely manner
 - Amara will be responsible for up to \$25 worth of any cost of forwarding correspondence
- Assisting with visit scheduling in a timely manner
- Updating either party's contact information in our database

We offer the following Confidential Communication Services for families:

SENDING CORRESPONDENCE

Families may send non-identifying correspondence (letters/photos/gifts), as agreed upon in the Open Adoption Agreement, to our physical address:

Amara
Attn: Post-Adoption Correspondence
5907 Martin Luther King Jr. Way S.
Seattle, WA 98118

or via email

postadopt@amarafamily.org

Requests must include:

- Sender's full name and relation to the intended recipient(s)
- Intended recipient's name
 - If this is a child, please include their date of birth (if known)
- Sender's current contact information

Once received, Amara will:

1. Open all correspondence contents and review items for identifying information, then
2. Forward the correspondence to the intended recipient using the most current address in our database, and list Amara's address as the return address

Please note:

- In the event identifying information is found within the correspondence, Amara will contact the sender to request an updated non-identified version or receive permission to redact the identifying information before forwarding.
- If the sender chooses a redaction, the recipient will receive the altered correspondence as well as a note from Amara. We will store any identifying information in our database. If at any time the recipient is interested in receiving the redacted portions of the correspondence, they may contact us directly for assistance.
- If correspondence is returned to us as undeliverable, we will scan and save color copies of any letters/photos and mail it back to the sender.

SCHEDULING VISITS

If visit initiation is your responsibility, contact Amara's Post-Adoption department at the appropriate time stating you want to arrange a post-adoption visit.

When contacting us, please provide:

- Your name and relation to the child(ren)
- Your current contact information
- The name of the person/people you are scheduling a visit with
- The name of the child(ren)
- Birth date of the child(ren)
- Visit date and location preferences

Amara's business hours are 8:30am – 5:00pm, Monday through Friday. Calls, texts, and email messages will be answered during business hours only.

ADDITIONAL OPTIONS

In lieu of utilizing our intermediary services, we encourage you to consider setting up a private, yet confidential method to communicate directly and confidentially with family members. Examples include (but are not limited to):

- Google Voice - a free program that allows you to select a local phone number. People can leave voicemails and send texts to this number. Calls will come through to your cell number (or another number you provide), while keeping your number confidential. If issues arise, callers can be blocked from the number.
- www.tinybeans.com – Tiny Beans is an online photo album. The owner of the album can invite others to view the album with an email address invite. It allows you to share pictures off social media. There is an app for Tiny Beans that makes uploading photos and videos quick and easy. People who have been granted access to the album then receive an email that a new picture or video has been uploaded. They can leave comments on the pictures if they would like.
- Disposable cell phone – Inexpensive cell phones (\$20) can be purchased at stores like Wal-Mart and loaded with prepaid minutes. These can be used for calling and texting.
- PO Box – families who are not comfortable sharing their home address can rent a PO Box at the post office or a store like the UPS store. Some families who live in small towns have found it most comfortable for them to rent the PO box in another town (to keep their hometown confidential).
- Family Support Conference Call – families who are in communication with first families but are not comfortable utilizing a separate number or app can contact the Post-Adoption Family Support Specialist to receive access to a conference call line.

Please contact us if you'd like to discuss these options or are searching for any other form of post-adoption support.