

STEP PARENT ADOPTIONS

PETITION FOR ADOPTION

1. Attorney files Petition for Adoption (Form 18.0) signed by adopting parent only, using full legal names, no initials, and pays court costs. Spouse signs Consent (Form 18.3)
2. Need Consent (Form 18.3) or Putative Father Registry Certification by absent parent OR notification of hearing (Form 18.2) will be done by the Court. If legal father, we need file stamped copy of paperwork. If putative father, we need Putative Father Registry Certification (for child born after 01/01/1997).
3. Attorney also provides ODH Vital Statistics, Certificate of Adoption (Form HEA 2757) with original or certified copy of child's existing birth certificate.
4. Home study is ordered by the Court and must be approved before any hearings.
5. Step Parent makes appointment with the Court to process fingerprints for criminal background check. Please call 419-213-4794 to schedule.
6. Final Hearing is set if we have mother and father consents or consent by mother and Putative Father Registry Certification.
7. Hearing on Petition will be set if non-consenting parent needs to be notified.
8. Notification is by personal service, arranged by the Court, or by publication if address is unknown. If publication is necessary, Attorney to provide Affidavit and Request for Service by Publication (Form ADP-ARSBP). Certified mail may be used if non-consenting parent is incarcerated.

HEARING ON PETITION (petitioners to appear without children)

1. If non-consenting parent does not appear: Evidence taken regarding history of payment and support. Judge signs JE/Consent Not Required (Form 18.4) and JE/Best Interest (Form 20.14-A). Final Hearing is scheduled.
2. If non-consenting parent appears to object: Contested Consent Hearing is scheduled for half or whole day of testimony.
 - If consent is found necessary, petition is dismissed.
 - If consent is found unnecessary, Best Interest Hearing is scheduled.
 - If Best Interest to be adopted is confirmed, Final Hearing is scheduled.
 - If Best Interest to be adopted is denied, Petition is dismissed.

FINAL HEARING

1. Petitioners and child must appear.
2. Court provides:
 - * Notice of Final Hearing (Form 20.11 A)
 - * Adoption Certificate for Parents (Form 18.8)
 - * Final Decree of Adoption (Form 18.7)
3. Court forwards documents to State Bureau of Vital Statistics for new birth certificate.