

**DATE:** March 25, 2008  
**MANUAL:** Family Services Manual, Volume 1: Children's Services,  
Chapter VI: Adoption Manual  
**CHANGE NO:** 01-2008  
**TO:** County Directors of Social Services  
**ATTENTION:** CPS Program Managers and Supervisors  
CPS Social Workers  
**RE:** Confidential Intermediary Policy  
**EFFECTIVE:** April 1, 2008

**I. BACKGROUND**

The North Carolina General Assembly in Session Law 2007-262; House Bill 445 passed [N.C.G.S. 48-9-104](#) Release of Identifying information effective January 1, 2008. This legislation provides that an adoption agency licensed by the North Carolina Division of Social Services or a North Carolina county department of social services *may* agree to be a Confidential Intermediary (CI) for:

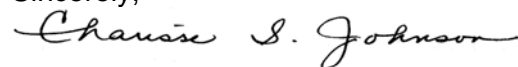
- A. Biological Parent:** by facilitating contact or the sharing of identifying information with adult adoptees or adult lineal descendants of deceased adoptees with the written consent of **the** parties to the contact and the sharing of information.
- B. Adult Adoptee:** by facilitating contact or the sharing of identifying information with biological parents with the written consent of the parties to the contact and the sharing of information.
- C. Adult Lineal Descendant** of deceased adoptee: by facilitating contact or the sharing of identifying information with the biological parent of the deceased adoptee with the written consent of the parties to the contact and the sharing of information. Verification may be made via certified birth certificate, death or marriage certificate.
- D. Adoptive Parent:** by obtaining and sharing current non-identifying birth family health information for a minor adoptee with the written consent of the parties to the contact and the sharing of non-identifying information.

As a result of the legislation, Confidential Intermediary Policy was drafted by the Division of Social Services and recently approved by the NCACDSS. The approved Confidential Intermediary Policy is now being incorporated into Chapter VI: Adoption Services Manual.

<b>Instructions</b>
Insert Section 1305 - Confidential Intermediary

Should you have any questions regarding Confidential Intermediary Policy, please contact the Family Support & Child Welfare Section, Foster Care/Adoption/Interstate Policy Team at (919) 733-2580. Should you need to request assistance with conducting Confidential Intermediary activities or need to request an adoption record, please contact the Adoption Review and Indexing Team, CI Services, at (919) 733-7675.

Sincerely,



Charisse Johnson, Chief  
Family Support and Child Welfare Services

CSJ/sam

Attachment  
Section 1305