



Michigan Department of
Human Services

CSA

Children's Services
Administration
Communication
Issuance

Type: <input type="checkbox"/> Informational Memorandum (IM) <input checked="" type="checkbox"/> Program Instruction (PI) <input type="checkbox"/> Policy Guide (PG)	
Issuance Date: 6/4/12	Obsolete Date: n/a
Response Due: None	
Log No.: 12-075	
Contact: Erin Setla SetlaE@michigan.gov	
Originating Office: Bureau of Child Welfare	
Subject/Title: DHS-3154-A, Adoption Finalization Report	
Distribution:	<input type="checkbox"/> BCAL
<input checked="" type="checkbox"/> DHS Child Welfare Staff	<input type="checkbox"/> CWTI
<input checked="" type="checkbox"/> Private Agency Child Welfare Staff	<input checked="" type="checkbox"/> SACWIS
<input checked="" type="checkbox"/> CSA Central Office Managers/Staff	
<input checked="" type="checkbox"/> Native American Tribes	
<input type="checkbox"/> Data Management	
<input type="checkbox"/> DHS County Directors	
<input type="checkbox"/> Other:	

This is to inform you that adoption workers are no longer required to send the DHS-3154-A, Adoption Finalization Report to Central Office. Private agencies must still send the DHS-3154-A to the DHS monitors for inclusion in the child's record. DHS monitors must assure that the required information is entered into SWSS prior to closing the adoption case.