

Adoption Photolisting Webinar

June 18, 2020

Is there a limit of photos that can be uploaded?

One photo may be uploaded per profile. However, you may use photo editing software to make a collage. The photo must be 500x350 resolution and less than 1MB.

Will first and last name appear in the profile since they are provided?

No, just the first name will appear.

What is the turn-around time for approval of a profile before it's posted?

Currently profiles have been approved or returned for changes within one business day. However, as we move forward, I would allow 1-2 business days.

For sibs ... when you making the sib profile, only one stock pic can be used? What if that is not possible? What if the children have very different interests?

One photo may be uploaded per child profile, then the sibling profile has one picture as well. However, you may use photo editing software to make a collage. The photo must be 500x350 and less than 1MB.

When you search in the list to capture the individual profiles for a sib group, is the list for the entire state or just for my county agency?

The list will only contain profiles that are assigned to you.

What time on the 120th day?? (This question refers to profiles being removed from the public facing website)

The profile will be removed on the 121st day.

Is there a prompt (i.e. email notification) that warns the caseworker that the profile is approaching day 120 or has been removed from the public facing view?

You will receive an email at the 90th day and the 120th day.

When we are putting city for the child, is this based on their custodial agency location?

For the city field, please use the city in which the custodial agency is located.

Will the public see the agency's name? Can the agency name be added?

The public will not see the agency's name or the caseworker's information. If someone is interested in learning more about the child, they will complete an inquiry form which will be emailed directly to the worker who is responsible for the profile.

When does this go live?

Our hope is for the public facing side of the website to go live by the end of July, depending on the number of profiles that have been created. The portion of the website where profiles are created is currently live.

Once a profile has been approved, who uploads it ... ODJFS or the agency?

Once the profile is approved by ODJFS it is published automatically.

In the future, will you expand the stock pics you offer?

We may look at expanding the number of stock photos, however you are NOT limited to the use of stock photos. The only limitations are that the photos cannot contain people or identifying information and cannot be offensive or inappropriate.

Will it be noted somewhere when a profile was added to the site?

The caseworker will receive an email when the profile is approved and published to the site. In the list of the worker's profiles, the last modified date is the date it was published to the site.

When does the 120 days reset? On the day of last login? Or is it based on the date of the initial creation of the listing?

The 120 days resets once you verify that the profile is current and should continue to be posted on the site. Also, if you edit the profile any time within the 120 days it will also reset.

Will ODJFS do any promotion of the site?

Yes. ODJFS staff have been talking about the new site while in attendance at outside meetings. The website will also be promoted on the "It Takes Heart" foster and adoption website and social media platforms.

Who receives the prompts? I, the agency recruiter, will be uploading all profiles.

Whoever creates the profile will receive the prompts. However, the profile can be transferred to another staff if they have access to the website. Once transferred, the new worker will receive the prompts.

How many staff members can have access to the site? Are there limits?

There is no limit to the number of staff that have access.

Does the 120 days start at launch date of site?

No, the 120 days starts at the time of approval of the profile by ODJFS.

Will we receive notification when a profile has been approved and published?

The person responsible for the profile will receive an email when the profile is approved.

With the profile, if there is a suggestion to improve it, is that something that your team might bump it back and offer?

If the profile contains identifying or negative information, we will reject the profile and send it back with further guidance. It may also be returned if there is not enough information included to get to know the

child. In these situations, we may provide suggestions for what else to include. If anyone has general questions about how to improve profile narratives, please reach out to us.

Is it possible for the supervisor to be copied on the email when the profile is accepted?

Currently, we do not have that capability within the system. However, you could set up a rule in Outlook to forward all photolisting emails to another email address.

I created a profile for an 18-year-old on my caseload that was rejected, what happened?

ODJFS absolutely believes that recruitment should still occur for an 18-year-old who wants to be adopted. However, we do not feel that photolisting is the best recruitment tool for adults. Therefore, we have elected not to post profiles of children 18 years of age and older.