



TEXAS
Department of Family
and Protective Services

Child Protective Services

Texas Adoption Resource Exchange (TARE) User Guide

**AdoptChildren.org
(800) 233-3405**

May 2025



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Texas Adoption Resource Exchange (TARE) User Guide

Introduction

Welcome to the Texas Adoption Resource Exchange (TARE) User Guide.

The TARE website is an online tool that allows you to quickly and easily provide the Department of Family and Protective Services (DFPS) with your adoption preferences and interest in adopting Texas children. Your profile is made available to DFPS staff statewide. Staff can view and search the information you provide about your adoption preferences, such as child characteristics, family skills, and the overall level of need you want to parent. Ultimately, it may result in a successful adoptive placement for a child or sibling group with you.

TARE gives you the ability to:

- create and maintain a family profile* that includes adoption preferences.
- search for children available for adoption.
- view the status of your inquiries on TARE children; and
- receive updates on children you have inquired on.

* When the term "family profile" is used within this document or on the TARE website, it refers to single individuals and married couples (with or without children).

Matching Component

The TARE system has a built-in matching component that automatically compares your adoption preferences (using your family profile) with the child's profile characteristics. The TARE system determines the number of preferences that match with the child's characteristics and assigns a percent value to the match. This match percentage is not the only basis for consideration of your family as a potential adoptive placement. The primary consideration is the child's best interest. In pursuit of the child's best interest, DFPS bases each placement on an informed evaluation and understanding of the child's needs and on the adoptive family's understanding of and potential for meeting those needs.

Matching a child with a family who can meet their needs requires an exchange of information between the child's caseworker and your home worker/case manager. We will request your home screening so that we can determine whether you are a good match for a child or sibling group in TARE. If DFPS considers you as a possible match, your home worker/case manager or the child's caseworker will contact you. Please note that the TARE database is not an all-inclusive list of children waiting for adoption.

Create a TARE Account

This section describes how to create a login and password to establish a TARE account. The information collected by the TARE system is stored in a secure, password protected database that can only be viewed by DFPS staff and designated partners. Information may be used or shared between DFPS and authorized third parties.

If you are interested in foster care only, please visit the DFPS Foster Care information page rather than creating a TARE account.

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Steps to Create a TARE Account

Follow these steps to create a login account on TARE. Please only create one account per family.

Step 1: From the TARE homepage, click on the **Create an Account** link.

Heart Gallery | Adoption | Foster Care | Espanol | TARE home | Facebook | Instagram | DFPS home

Adopt a child Why not you?

Texas Adoption Resource Exchange

TEXAS Department of Family and Protective Services

CONTACT US CHILD SEARCH SIGN IN

CREATE AN ACCOUNT
VIEW WAITING CHILDREN
ADOPT A CHILD
OUR CHILDREN
ABOUT TARE
GENERAL INFORMATION
INFORMATION MEETINGS
ADOPTION PARTNERS
DFPS HOME

Texas Adoption Resource Exchange (TARE)

The TARE website helps match children awaiting adoption with adoptive parents. Families need to create an account and complete a family profile in order to view the full profile information and to inquire on children or sibling groups. Refer to the "User Guide" for tips and guidelines on creating an account and completing a family profile.

Benefits of Creating a TARE Login Account:

- Access to detailed information and photos of children available for adoption in Texas
- Ability to maintain your adoption preferences
- Track children you are interested in and receive updates on your inquiries
- Access to Texas Adoption Resource Exchange staff contact information

If you have an account, login below:

Login

If you are still having problems Login to TARE [contact us.](#)

Create an Account

Warning: This is a Texas Department of Family Protective Services information resources system that contains State and/or U.S. Government information. By using this system you acknowledge and agree that you have no right of privacy in connection with your use of the system or your access to the information contained within it. By accessing and using this system you are consenting to the monitoring of your use of the system, and to security assessment and auditing activities that may be used for law enforcement or other legally permissible purposes. Any unauthorized use or access, or any unauthorized attempts to use or access, this system may subject you to disciplinary action, sanctions, civil penalties, or criminal prosecution to the extent permitted under applicable law.

If you are having problems viewing this site, we recommend upgrading to the most recent version of your browser. If you are still having problems, [contact us.](#)

Step 2: The following **Sign in** page appears, click on the **Sign up now** link.

DFPS TARE Application

DFPS Texas Department of Family and Protective Services

System Use Notification

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Sign in

Sign in with your username

Username

Password

[Forgot your password?](#) [Forgot Username?](#)

Sign in

Don't have an account? **Sign up now**

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Step 3: The following **Registration** page appears. Fill in the highlighted fields and click the **Send Verification code** button.

***Please note:** Users will need to repeat the email and verification code step twice as part of the double verification process.

Texas Department of
Family and Protective Services

Family Profile Registration for TARE
Please provide the following details.

* Username

* New Password

* Confirm New Password

* Email Address

Send verification code

* First Name

* Last Name

* Preferred Name

* Primary Phone

* Address 1

Address 2

* City

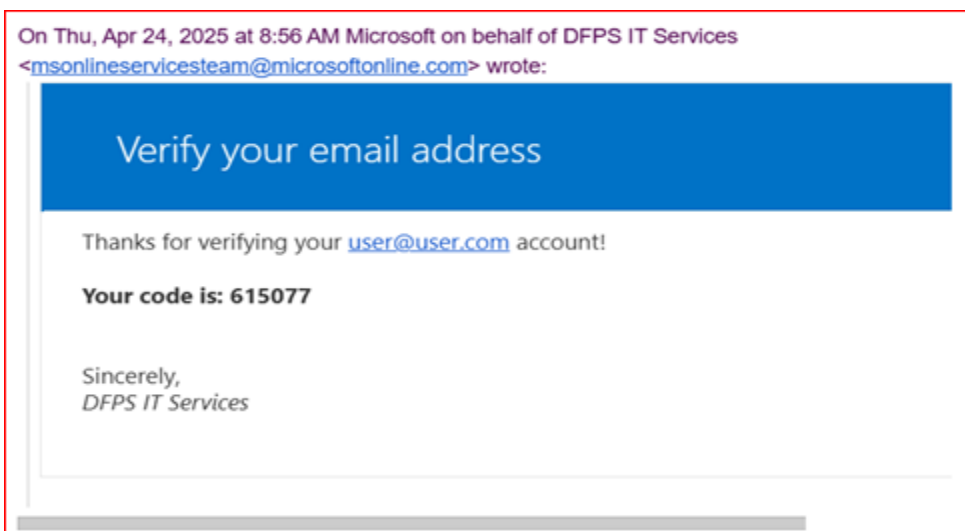
* State
State/Province

* County
County

* Zip Code


Create

The following email with the **verification code** is sent to the email address you provided during registration.



Texas Adoption Resource Exchange (TARE) User Guide

Step 4: Enter the code in the **verification Code** field and click the **Verify code** button.

 **Texas Department of
Family and Protective Services**

Family Profile Registration for TARE
Please provide the following details.

* Username
* New Password
* Confirm New Password

Verification code has been sent to your inbox. Please copy it to the input box below.

User@user.com
Verification Code

Verify code **Send new code**

* First Name
* Last Name

Step 5: The following page appears, fill in the highlighted fields and click the **Create** button.

Change e-mail

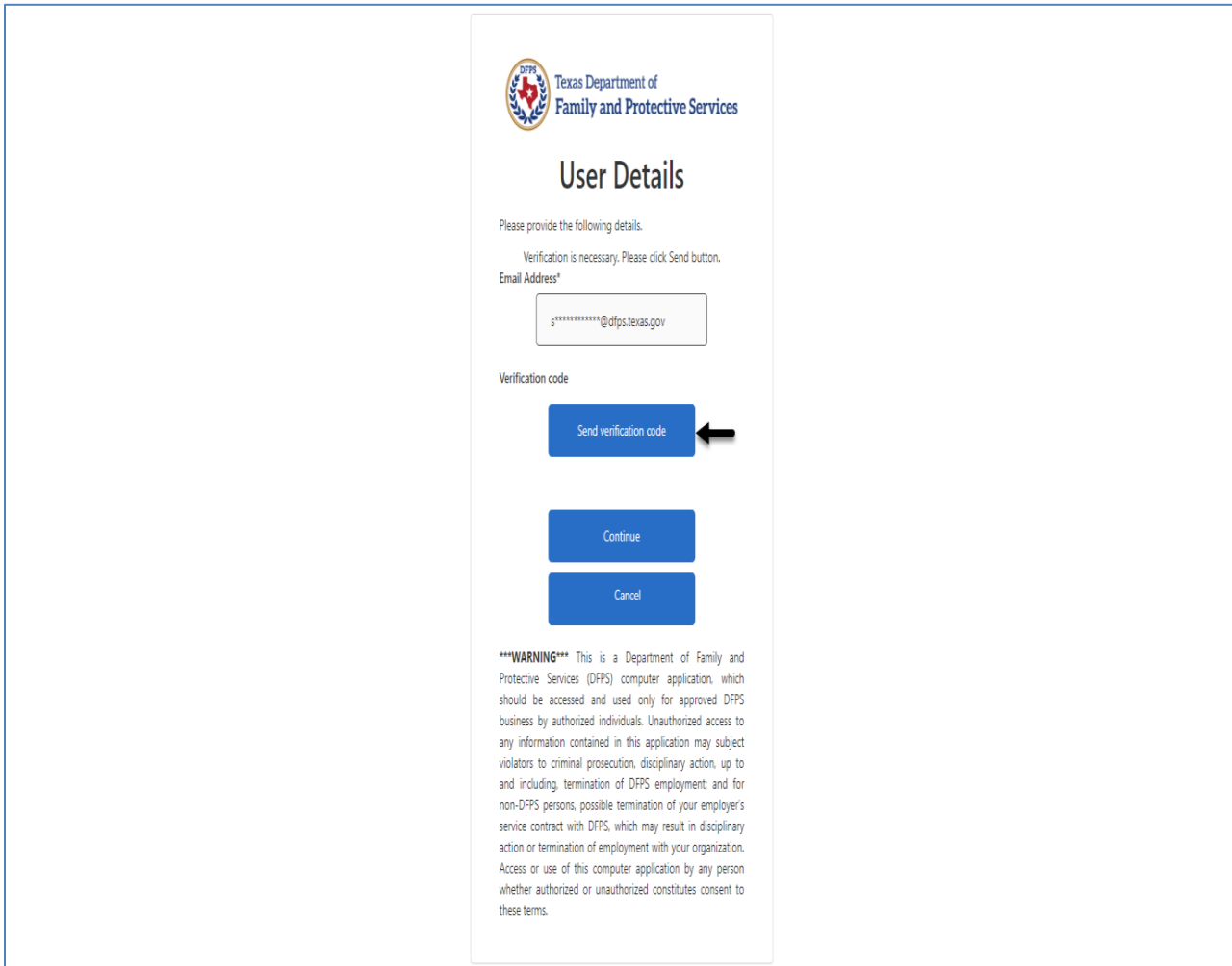
* First Name
* Last Name
* Preferred Name
* Primary Phone
* Address 1
Address 2
* City
* State
State/Province
* County
County
* Zip Code

Create

Step 6: The following **User Details** page appears; Access requires a two-step verification.

Texas Adoption Resource Exchange (TARE) User Guide

Click the **Send verification code** button.



Texas Department of Family and Protective Services

User Details

Please provide the following details.

Verification is necessary. Please click Send button.

Email Address*

s*****@dfps.texas.gov

Verification code

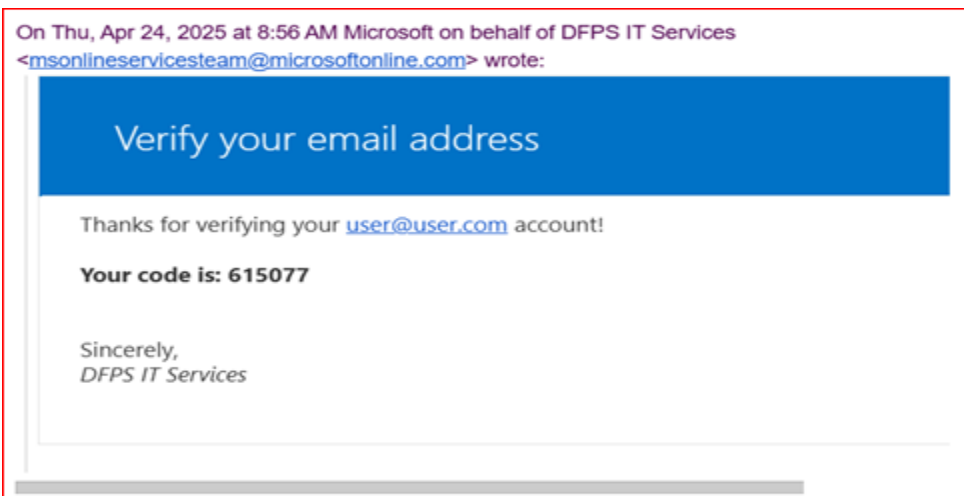
Send verification code

Continue

Cancel

*****WARNING***** This is a Department of Family and Protective Services (DFPS) computer application, which should be accessed and used only for approved DFPS business by authorized individuals. Unauthorized access to any information contained in this application may subject violators to criminal prosecution, disciplinary action, up to and including, termination of DFPS employment; and for non-DFPS persons, possible termination of your employer's service contract with DFPS, which may result in disciplinary action or termination of employment with your organization. Access or use of this computer application by any person whether authorized or unauthorized constitutes consent to these terms.

The following email with the **verification code** is sent to the email address you provided during registration.



On Thu, Apr 24, 2025 at 8:56 AM Microsoft on behalf of DFPS IT Services
<msonlineservicesteam@microsoftonline.com> wrote:

Verify your email address

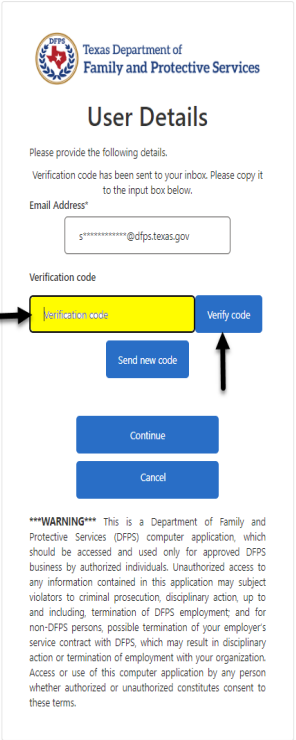
Thanks for verifying your [user@user.com](#) account!

Your code is: 615077

Sincerely,
DFPS IT Services

Texas Adoption Resource Exchange (TARE) User Guide

Step 7: The following **User Details** page appears, enter the **verification code** and click the **Verify code** button.



Texas Department of Family and Protective Services

User Details

Please provide the following details.

Verification code has been sent to your inbox. Please copy it to the input box below.

Email Address*

*****@dfps.texas.gov

Verification code

Verification code **Verify code**

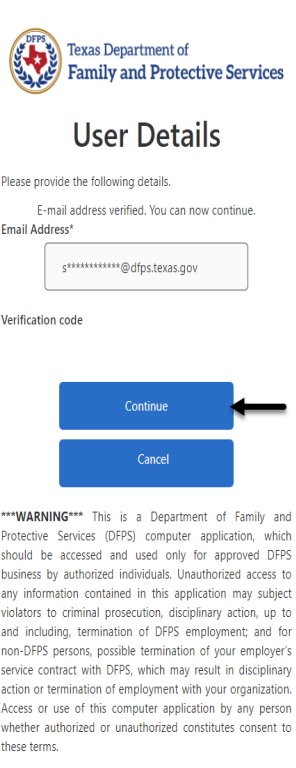
Send new code

Continue

Cancel

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Step 8: The following **User Details** page appears, click the **Continue** button.



Texas Department of Family and Protective Services

User Details

Please provide the following details.

E-mail address verified. You can now continue.

Email Address*

*****@dfps.texas.gov

Verification code

Continue **Cancel**

*****WARNING***** This is a Department of Family and Protective Services (DFPS) computer application, which should be accessed and used only for approved DFPS business by authorized individuals. Unauthorized access to any information contained in this application may subject violators to criminal prosecution, disciplinary action, up to and including, termination of DFPS employment; and for non-DFPS persons, possible termination of your employer's service contract with DFPS, which may result in disciplinary action or termination of employment with your organization. Access or use of this computer application by any person whether authorized or unauthorized constitutes consent to these terms.

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Step 9: The following **Create User** page appears, fill in all the required fields and click the **Save Changes** button.

The screenshot shows the 'Create User' page on the TARE website. On the left is a blue sidebar with navigation links: CHILDREN, ADOPT A CHILD, OUR CHILDREN, ABOUT TARE, GENERAL INFORMATION, INFORMATION MEETINGS, ADOPTION PARTNERS, and DFPS HOME. The main content area has a 'Create User' tab selected. Below the tab is the 'Create User' heading and a sub-instruction: 'Please complete the information below for your family's primary contact:'. There are two required text fields: '* First Name:' with 'TARE' entered, and '* Last Name:' with 'demo911' entered. Below this is the 'Contact Information' section. It includes '* Email Address:' with 'user@user.com' and '* Primary Phone:' with '1234567890'. There is also a 'Secondary Phone:' field. The 'Mailing Address' section has '* Address 1:' (4090 N.Lamar Blvd), 'Address 2:', '* City:' (Austin), '* State:' (Texas), and '* County:' (BOWIE). A note states: 'If you are not a Texas resident, please visit the [Out of State Adoption page Information](#) to get more information on being approved to adopt in your state.' The '* Zip :' field contains '77456'. The 'Physical Address' section has a checkbox 'Same as Mailing Address' which is checked and pointed to by an arrow. Below it are fields for '* Address 1:', 'Address 2:', '* City:', '* State:', '* County:', and '* Zip :'. The 'Referral and Interest' section has two dropdown menus: '* How were you referred to us?' and '* Parenting Interest:', both highlighted in yellow and pointed to by arrows. A 'Save Changes' button is at the bottom right, also pointed to by an arrow.

Create User

Please complete the information below for your family's primary contact:

* First Name: TARE

* Last Name: demo911

Contact Information

* Email Address: user@user.com

* Primary Phone: 1234567890

Secondary Phone:

Mailing Address:

* Address 1: 4090 N.Lamar Blvd

Address 2:

* City: Austin

* State: Texas

If you are not a Texas resident, please visit the [Out of State Adoption page Information](#) to get more information on being approved to adopt in your state.

* County: BOWIE

* Zip : 77456

Physical Address:

☒ Same as Mailing Address

* Address 1:

Address 2:

* City:

* State:

* County:

* Zip :

Referral and Interest


* How were you referred to us?:

* Parenting Interest:


Save Changes

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Step 10: The TARE Dashboard page appears, and the login account is now activated. You can begin completing your family profile.



Adopt a child Why not you?

 Texas Adoption Resource Exchange

CREATE AN ACCOUNT

VIEW WAITING CHILDREN

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Heart Gallery | Adoption | Foster Care | Espanol | TARE home | Facebook | Instagram | DFPS home

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CONTACT US 

CHILD SEARCH 

SIGN IN 

Systest

TAREPublicManual

DashboardChild SearchFamily Information

Home

TARE Dashboard

Families need to complete a family profile in order to view the full profile information and to inquire on children or sibling groups. Refer to the [User Guide](#) for tips and guidelines on completing a family profile.

Notifications

This table displays all notifications on children you have a bookmark and/or have submitted an inquiry on.

Child/ Group	Notice
No records found	

Bookmarks

This table displays all your bookmarks of the children you are looking at

Actions	Photo	Child/ Group	Bookmark Date
No records found			

Inquiries

This table displays all your inquiries and their current statuses

Status	Submit Date	Child/ Group
No records found		

Texas Adoption Resource Exchange (TARE) User Guide

Complete a Family Profile

This section describes how to complete the family profile. You must be logged in and the profile must be 100% complete in order to inquire on children. With a completed family profile, you will be able to:

- see more detailed information about the children available for adoption in Texas, including the full profile, additional photos, and special needs and interests.
- see who the assigned TARE coordinator is and access their contact information.
- maintain and change your adoption preferences in the profile.
- inquire on children or bookmark their profile.
- receive notifications regarding children you have inquired on or bookmarked; and
- receive information on children who match the adoption preferences you provide in your profile.


Steps to Complete a Family Profile

- Follow these steps to complete your family profile in TARE.


Log into the TARE Application


Step 1: From the Login page, click on the **Login** button.

Heart Gallery | Adoption | Foster Care | Espanol | TARE home | Facebook | Instagram | DFPS home



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Texas Adoption Resource Exchange (TARE)

The TARE website helps match children awaiting adoption with adoptive parents. Families need to create an account and complete a family profile in order to view the full profile information and to inquire on children or sibling groups. Refer to the "[User Guide](#)" for tips and guidelines on creating an account and completing a family profile.

If you have an account, login below:

Login

↑

If you are still having problems Login to TARE, [contact us](#).

Benefits of Creating a TARE Login Account:

- Access to detailed information and photos of children available for adoption in Texas
- Ability to maintain your adoption preferences
- Track children you are interested in and receive updates on your inquiries
- Access to Texas Adoption Resource Exchange staff contact information

[Create an Account](#)


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If you are having problems viewing this site, we recommend upgrading to the most recent version of your browser. If you are still having problems, [contact us](#).


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Step 2: Enter your **Username** and **Password**, then click the **Sign in** button.

DFPS TARE Application



Texas Department of
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System Use Notification

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Sign in

Sign in with your username

Username

Password


Forgot your password?

Forgot Username?

Sign in

Don't have an account? [Sign up now](#)

Step 3: The following **User Details** page appears, click the **Send Verification Code** button.



Texas Department of
Family and Protective Services

User Details

Please provide the following details.

Verification is necessary. Please click Send button.

Email Address*

s*****@dfps.texas.gov

Verification code

Send verification code

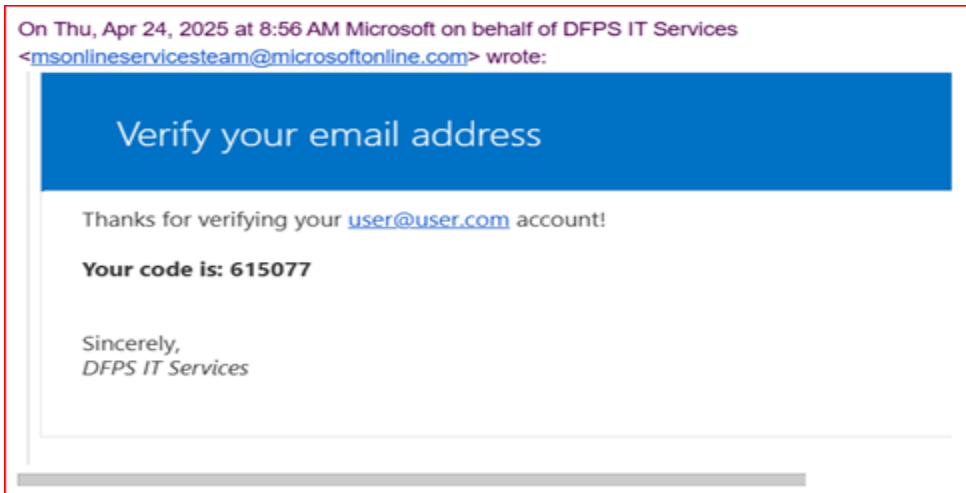
Continue

Cancel

WARNING This is a Department of Family and Protective Services (DFPS) computer application, which should be accessed and used only for approved DFPS business by authorized individuals. Unauthorized access to any information contained in this application may subject violators to criminal prosecution, disciplinary action, up to and including, termination of DFPS employment; and for non-DFPS persons, possible termination of your employer's service contract with DFPS, which may result in disciplinary action or termination of employment with your organization. Access or use of this computer application by any person whether authorized or unauthorized constitutes consent to these terms.

Texas Adoption Resource Exchange (TARE) User Guide

Step 4: The following email with the **verification code** is sent to the email address you provided during registration.



Step 5: The following **User Details** page appears, enter the **verification code**, and click the **Verify code** button.

A screenshot of the "User Details" page for the Texas Department of Family and Protective Services. The page has a header with the DFPS logo and the text "Texas Department of Family and Protective Services". Below the header, the title "User Details" is centered. Underneath, it says "Please provide the following details." and "Verification code has been sent to your inbox. Please copy it to the input box below." There is a text input field for "Email Address*" with the value "s*****@dfps.texas.gov". Below that is a "Verification code" section with a yellow input field labeled "Verification code" and a blue "Verify code" button. A black arrow points from the "Verification code" label to the yellow input field. Below the input field is a blue "Send new code" button. At the bottom of the verification section are blue "Continue" and "Cancel" buttons. At the very bottom of the page is a "***WARNING***" section with a disclaimer about the application's security and terms of use.

Texas Adoption Resource Exchange (TARE) User Guide

Step 6: The following **User Details** page appears, click the **Continue** button.



Texas Department of
Family and Protective Services

User Details

Please provide the following details.

E-mail address verified. You can now continue.

Email Address*


Verification code

Continue

Cancel

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Step 7: This brings you to your **Dashboard** page first. Click on the **Family Information** tab.



CREATE AN ACCOUNT

VIEW WAITING CHILDREN

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OUR CHILDREN

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Child Search

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TARE Dashboard

Families need to complete a family profile in order to view the full profile information and to inquire on children or sibling groups. Refer to the [User Guide](#) for tips and guidelines on completing a family profile.

Notifications


This table displays all notifications on children you have a bookmark and/or have submitted an inquiry on.

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Texas Adoption Resource Exchange (TARE) User Guide


As you complete your profile, you will see the percentage completed displayed and updated as you complete and save each section. Once your profile is 100% complete and your home study is uploaded you can inquire on children and view additional information. Caseworkers will also be able to review your home study to determine if your family may be a good match.




Heart Gallery | Adoption | Foster Care | Espanol | TARE home | Facebook | Instagram | DFPS home



Adopt a child Why not you?

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DashboardChild SearchFamily Information

Family Information

Parental Expectations

Adoption Interests

Child Characteristic Preferences

Agency

Family Profile

The Section(s) Below Needs Attention:
Please fill all the required feilds from the below sections to complete the profile.

- Family Information
- Parental Expectations
- Adoption Interests
- Behavioral
- Emotional
- Physical
- Medical
- Developmental
- Learning
- Risk Factor

Profile is currently 16% complete

Home Screening Status: N/A

* required field

Family Information

Please complete the information below for your family's primary contact:

* First Name:

TAREPublicManual

Middle Name:

* Last Name:

TAREPublicManual

Add Photo

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Texas Adoption Resource Exchange (TARE) User Guide

Family Information tab

You will see the contact information you provided when you created your login account displayed on the screen. Complete the additional contact and family information that is required. All fields with an asterisk (*) are required:

- Fill in Date of Birth.
- Select a Race.
- Select a Marital Status. If you select "Married", you will be asked to enter your Date of Marriage and your Spouse's basic information. If you select "Divorced", you will be asked to enter your Date of Divorce.
- To enter any additional family members that live in your house, click on the **Add Family Member** button. Include all children, stepchildren, parents, grandparents, etc., who currently live in your home.
- On the **Languages** tab, select the Primary Language spoken in your home. If more than one language is spoken, select a Secondary language (there is only room for two languages).
- Click **Save Changes** at the bottom of the page. The percentage completed will update and it will bring you back to the main profile page.

Heart Gallery | Adoption | Foster Care | Español | TARE home | Facebook | Instagram | DFPS home

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Why not you?
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CONTACT US
CHILD SEARCH
SIGN IN

Systest TAREPublicManual

Dashboard Child Search **Family Information**

Family Information

Parental Expectations
Adoption Interests
Child Characteristic Preferences
Agency

Family Profile

The Section(s) Below Needs Attention:
Please fill all the required fields from the below sections to complete the profile.

- Family Information
- Parental Expectations
- Adoption Interests
- Behavioral
- Emotional
- Physical
- Medical
- Developmental
- Learning
- Risk Factor

Profile is currently 16% complete Home Screening Status: N/A

Family Information

Please complete the information below for your family's primary contact:

* First Name: TAREPublicManual
Middle Name:
* Last Name: TAREPublicManual
Suffix:
* Date of Birth:
Gender:
* Race:
Ethnicity:
* Marital Status:

Add Photo

American Indian/Alaskan Native
Native Hawaiian/Pacific Islander
Asian
White/European Descent
Black/African Descent

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Ethnicity:

* Marital Status:

Contact Information

* Email Address:

* Primary Phone:

Secondary Phone:

Mailing Address:

* Address 1:

* Address 2:

* City:

* State:

* County:

* Zip:

Physical Address:

☐ Same as Mailing Address

* Address 1:

* Address 2:

* City:

* State:

* County:

* Zip:

Referral and Interest

* How were you referred to us?:

* Parenting Interest:

Languages

* Primary Language:

Secondary Language:

DFPS periodically sends emails to families registered on TARE when children who match the preferences in your profile are identified. These emails come from TXDFPS@public.govdelivery.com.

☐ Opt-out of receiving emails from DFPS staff

Save Changes

Family Members

Actions	First Name ↑↓	Last Name ↑↓	Date of Birth ↑↓	Age ↑↓	Gender ↑↓	Relationship
	TAREPublicManual	TAREPublicManual		0		SL

Add Family Member

DFPS home | website policies | Texas online | statewide search | contact us | download help | top of page

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Texas Adoption Resource Exchange (TARE) User Guide

Parental Expectations tab

Click on the **Parental Expectations** tab. This page contains several questions that will help DFPS learn more about your expectations of the children you may be adopting. To see examples of responses to each question, click the **Parental Expectation Examples** link on the screen.

This page also allows you to upload a photo and type in a description if you'd like.

- Answer the questions about the **Parental Expectations**.
- Click on **Change Photo** link to add a photo.
- Type in the **Family Description** textbox to add information about your family; and
- Click **Save Changes** at the bottom of the page. The percentage completed will update and it will bring you back to the main profile page.

The screenshot displays the TARE website interface. At the top, there's a header with the text "Adopt a child Why not you?" and the Texas Department of Family and Protective Services logo. A navigation menu on the left includes links like "CREATE AN ACCOUNT", "VIEW WAITING CHILDREN", "ADOPT A CHILD", "OUR CHILDREN", "ABOUT TARE", "GENERAL INFORMATION", "INFORMATION MEETINGS", "ADOPTION PARTNERS", and "DFPS HOME". The main content area is titled "Family Profile" and includes a "Family Information" tab. A yellow box highlights the "Parental Expectations" section, which is currently 24% complete. Below this, a green banner indicates "Successfully Saved on Monday, October 28, 2024, 10:17:30 PM". The "Parental Expectations" section contains several questions with dropdown menus for answers, such as "Flexibility-Time: How flexible is your employer regarding your work absences, flexing work time to meet the needs of family/children?", "Togetherness Expectations: What is the expectation for family group activities?", "Child's Academic Performance: What are your parental expectations of the level of the child's academic achievement-how far should a child go in school?", "School Behavior: What are your parental expectations regarding school problems related to child's behavior?", "Expression of Emotion: How would you describe the way your family expresses affection/emotion?", "Physical Activity Level: What is the typical activity level of your family?", and "Do you own any pets?". A "Family Description" section at the bottom allows users to describe their parenting experience and any special children's skills or experiences. A "Save Changes" button is located at the bottom right.

Texas Adoption Resource Exchange (TARE) User Guide

Adoption Interests tab

Click on the **Adoption Interests** tab. This page asks a series of questions about your adoption interests. For each child you inquire on in TARE, a match percentage is determined based on how well your profile settings align with the child's characteristics. The information on this page and the **Child Characteristics** page determines the match percentage.

- Answer the questions about the **Adoption Interests**.
- Rank the importance of each category in the **Match Rank Order Preferences** section.
- Click **Save Changes** at the bottom of the page. The percentage completed will update and it will bring you back to the main profile page.

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Family Information
Parental Expectations
Adoption Interests
Child Characteristic Preferences
Agency

The Section(s) Below Needs Attention:
Please fill all the required fields from the below sections to complete the profile.

- Adoption Interests
- Behavioral
- Emotional
- Physical
- Medical
- Developmental
- Learning
- Risk Factor

Profile is currently 45% complete Home Screening Status: N/A * required field

Successfully Saved on Monday, October 28, 2024, 10:25:51 PM

Adoption Interests
We would like to learn more about your adoption and parenting preferences. This information will be used to match your family's strengths with children in Texas waiting to be matched with a forever family.

- * Max # of Children willing to Adopt? [dropdown]
- * Max age of Children willing to Adopt? [dropdown]
- * Gender of Children willing to Adopt? [dropdown]
- * Race of Children willing to Adopt? [dropdown]
- * Ethnicity of children willing to adopt? [dropdown]

Match Rank Order Preferences
Select the child characteristic below and use the Move Up and Move Down buttons to arrange the weighted search criteria in the order of importance from highest to lowest. The match rank order is used to calculate the child match percentage based on your family profile settings and the rank order listed below.

Child Characteristic
Age
Gender
Race
Siblings
Behavioral
Emotional
Physical
Medical
Developmental
Learning
Risk Factor

Save Changes

Texas Adoption Resource Exchange (TARE) User Guide


Child Characteristic Preferences

Click on the **Child Characteristic Preferences** tab. This tab contains a list of special needs divided amongst seven categories (Behavioral, Emotional, Physical, Medical, Developmental, Learning, Risk Factor) and one tab for Interests/Hobbies. Please note that **all** seven special needs categories must be completed with at least an **Overall** selection of **None**, **Mild**, **Moderate**, or **Severe** to get the profile to 100% completion.

For each child you inquire on in TARE, a match percentage is determined based on how well your profile settings align with the child's characteristics. The information on this page and the **Adoption Interests** page determines the match percentage.

- **Select a Characteristic Category.** At the Category level, select the maximum **Overall Level of Severity** of conditions in that category that you are willing to accept from the dropdown box.
 - If you select **Severe**, children who have **Mild**, **Moderate**, or **Severe** conditions in that category will show up as a potential match.
 - If you select **Moderate**, children who have only **Mild** or **Moderate** conditions will show up as a potential match.
 - If you select **Mild**, children who have only **Mild** conditions will show up as a potential match.
- If you would like to identify children who match your preferences at a more detailed level, you may select the **Level of Severity** you are willing to accept for each individual characteristic within a category.
- Click **Save Changes** at the bottom of the page. The percentage completed will update and it will bring you back to the main profile page. If everything has been completed, it should reflect 100% complete.

Texas Adoption Resource Exchange (TARE) User Guide



Adopt a child Why not you?

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BehavioralEmotionalPhysicalMedicalDevelopmentalLearningRisk Factor

Interest/Hobbies

Family Profile

The Section(s) Below Needs Attention:
Please fill all the required fields from the below sections to complete the profile.

- Emotional
- Physical
- Medical
- Developmental
- Learning
- Risk Factor

Profile is currently 61% completeHome Screening Status: N/A

Successfully Saved on Tuesday, October 29, 2024, 6:41:39 AM

Special Needs, Interests and Hobbies

We would like to learn more the characteristics of children you are able to parent. This information will be used to match you family's strengths with children in Texas waiting to be matched with a forever family. For each condition that you and your caseworker have determined you can parent, please select the degree of overall disability you could accept.

Behavioral

* Behavioral Overall:

Behavioral Summary Information:

Assaultive Behavior: Severe

Cruelty to animals: None

Damages property: None

Displays oppositional behavior: None

Fire setting: None

Gang activity: None

History of playing with matches: None

Hyperactive: None

Inappropriate interactions with strangers: None

Lack of awareness of others: None

Lying: None

Masturbates in public: None

Other: None

Physically acts out towards adults: None

Physically acts out towards peers: None

Runs away: None

Sexually acts out with peers: None

Sexually provocative: None

Stealing: None

Unable to sustain attention: None

Save Changes

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Agency tab

Click on the **Agency** tab. If you are currently working with an Adoption Agency, select Yes in the question dropdown. You will then be asked to enter the contact information for the agency you are currently working with. This is a very important step for DFPS to receive a copy of your home screening. The system will automatically request a copy of the home screening from your home worker/case manager via email (using the address you provide). A courtesy copy of this email will be sent to your email address as well. Once the home screening is received, DFPS staff will attach it to your profile so that TARE coordinators are able to view it any time you inquire on a child. For faster processing, your home worker/case manager can email the approved, signed home screening to TAREFAMN@dfps.texas.gov.

- Enter the information about your **Adoption Agency** (if applicable)
- Click **Save Changes** at the bottom of the page. The percentage completed will update and it will bring you back to the main profile page.

This screenshot shows the 'Family Profile' page in the TARE system. The left sidebar contains a menu with options like 'CREATE AN ACCOUNT', 'VIEW WAITING CHILDREN', 'ADOPT A CHILD', 'OUR CHILDREN', 'ABOUT TARE', 'GENERAL INFORMATION', 'INFORMATION MEETINGS', 'ADOPTION PARTNERS', and 'DFPS HOME'. The 'Agency' tab is highlighted in blue. The main content area shows the 'Family Profile' with a progress indicator 'Profile is currently 77% complete' and 'Home Screening Status: N/A'. A dropdown menu is open for the question 'Are you currently working with an agency to open your home to Foster and/or Adopt a child?', showing 'No' as the selected option. A 'Save Changes' button is visible at the bottom right. Arrows point to the 'Agency' tab and the 'Save Changes' button.

This screenshot shows the 'Family Profile' page after the changes have been saved. The progress indicator now shows 'Profile is currently 97% complete'. The 'Agency' tab remains selected. The 'Save Changes' button is no longer visible. An arrow points to the updated progress percentage.

Texas Adoption Resource Exchange (TARE) User Guide

Contact Preferences

If you prefer *not* to receive emails from DFPS staff regarding children who potentially match your preferences, click the **Opt-out** checkbox, and then click **Save Changes**. **Please note this will also make it more difficult for workers to find your profile in searches.*

You may also subscribe to a bi-weekly email list of new children who have been added recently to TARE by clicking the **Subscribe** link.

Referral and Interest

* How were you referred to us?:

Self Search

* Parenting Interest:

Foster Care and Adoption

Languages

* Primary Language:

Polish

Secondary Language:

DFPS periodically sends emails to families registered on TARE when children who match the preferences in your profile are identified. These emails come from TXDFPS@public.govdelivery.com.

☐

Opt-out of receiving emails from DFPS staff

Save Changes

Family Members

Actions

First Name ↑↓

Last Name ↑↓

Date of Birth ↑↓

Age ↑↓

TAREPublicUAT

TAREPublicUAT

08/30/1964

60

Edit | Delete

Sunita

Kantam

10/06/2011

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Add Family Member


Texas Adoption Resource Exchange (TARE) User Guide

Search for Children Waiting for Adoption

To search for children available for adoption on the TARE website, it's best to login first and then click **View Waiting Children**. When logged in, the preferences you selected in your family profile will be automatically filled in on the search screen. You can change these criteria if you'd like. You can search for children using any combination of search criteria on the screen or by leaving all fields blank (this will bring up all children available for adoption in the TARE database). You must click **Search** to get the result pages.


The search results will be displayed in one or more pages with a photo of the children, their names, and the match percentage. The photo and the name can be clicked to see the child's full profile information. You can use the **Back** button to return to your search results. You can use the **Next Page**, **Last Page**, **First Page**, and **Previous Page** links to scroll through the pages of results. Click **Reset** to start a new search with different criteria.

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Dashboard

Child Search

Family Information

Search for Children Waiting for Adoption

Enter your search criteria below to view the profiles of children or sibling groups waiting for their forever family. The search results section below will list the children matching the criteria.

Families need to create an account and complete a family profile in order to view the full profile information and to inquire on children or sibling groups. Refer to the [User Guide](#) for tips and guidelines on creating an account and completing a family profile.

Child Characteristics

First Name:	<input type="text"/>	TARE ID:	<input type="text"/>
Group Type:	<input type="text" value="All Groups"/>	Age:	<input type="text" value="13 to 17 years old"/>
Gender:	<input type="text" value="Boy"/>	Area:	<input type="text"/>
Ethnicity:	<input type="text" value="Hispanic"/>		
Race	<input type="checkbox"/> American Indian/Alaskan Native <input type="checkbox"/> Native Hawaiian/Pacific Islander	<input type="checkbox"/> Asian <input type="checkbox"/> White/European Descent	<input type="checkbox"/> Black/African Descent

Advanced Search

Select the highest level of need for each category you are willing to accept.

*For more information on each Special Needs category, see the [Special Needs Descriptions](#)

Behavioral:	<input type="text" value="Mild"/>	Emotional:	<input type="text" value="Severe"/>
Physical:	<input type="text" value="Severe"/>	Medical:	<input type="text" value="Severe"/>
Learning:	<input type="text" value="Severe"/>	Developmental:	<input type="text" value="Mild"/>
Risk Factors:	<input type="text" value="Mild"/>		

Reset

Search


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Search Results section appears.

Search Results

Sunita
Match % : 59.09




Jose
Match % : 59.09




Justin
Match % : 69.7


Kevin
Match % : 54.55




Lonnie
Match % : 59.09



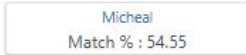
Damell, Dorothy
Match % : 42.42



Michael
Match % : 59.09



Kearau
Match % : 54.55



Micheal
Match % : 54.55

Showing 1 to 10 of 14133 entries

1

2

3

4

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10

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Texas Adoption Resource Exchange (TARE) User Guide

Submit an Inquiry for a Child or Sibling Group

To express interest in becoming an adoptive parent to a child or sibling group on TARE:

- Click the **Inquire on Child** on the child or sibling group's profile (you must be logged in with a completed family profile).
- You will be asked if you are related to the child or group. If you answer Yes, the system will prompt you to describe your relationship to the child.
- Click **Submit Inquiry**.
- The TARE system will record your inquiry and submit it to DFPS staff. You can view your inquiries on the **TARE Dashboard** page.

Heart Gallery | Adoption | Foster Care | Espanol | TARE home | Facebook | Instagram | DFPS home

Adopt a child Why not you?

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Information

Profile for Hazel

Inquire on Child Bookmark Child TARE ID: 84679

Information

Name: Hazel Age: 7 Gender: Female Race: White/European Descent Ethnicity: Hispanic Region: Abilene / N/W - Northwest

Inquiry on Child page appears.

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Inquiry on Kearau

* Are you related to the Child/Sibling Group? No


If you are related to this child/sibling group please select YES and identify yourself as a relative. If you are not related, but know this child/sibling group, please select YES and identify yourself as Fictive Kin. We define Fictive Kin as someone who is not related but has a pre-existing long-term relationship with the child/sibling group, such as a family friend, coach, teacher, god parent, long-standing neighbor, etc.

Submit Inquiry

TARE Dashboard


Once you have completed the family profile for TARE, you can submit inquiries on children who are available for adoption. You can then view the status of these inquiries from the **TARE Dashboard**. The dashboard automatically opens each time you sign on. The TARE Dashboard tracks notifications, bookmarks, and inquiries.


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TARE Dashboard

Families need to complete a family profile in order to view the full profile information and to inquire on children or sibling groups. Refer to the [User Guide](#) for tips and guidelines on completing a family profile.

Notifications

This table displays all notifications on children you have a bookmark and/or have submitted an inquiry on.

Child/ Group	Notice
No records found	

Bookmarks

This table displays all your bookmarks of the children you are looking at

Actions	Photo	Child/ Group	Bookmark Date
No records found			

Inquiries

This table displays all your inquiries and their current statuses

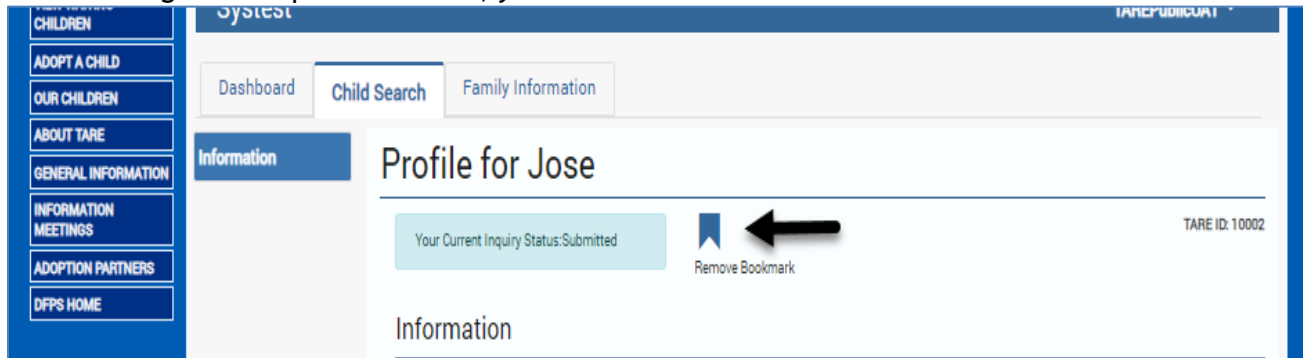
Status	Submit Date	Child/ Group
Submitted	10/22/2024	Michael

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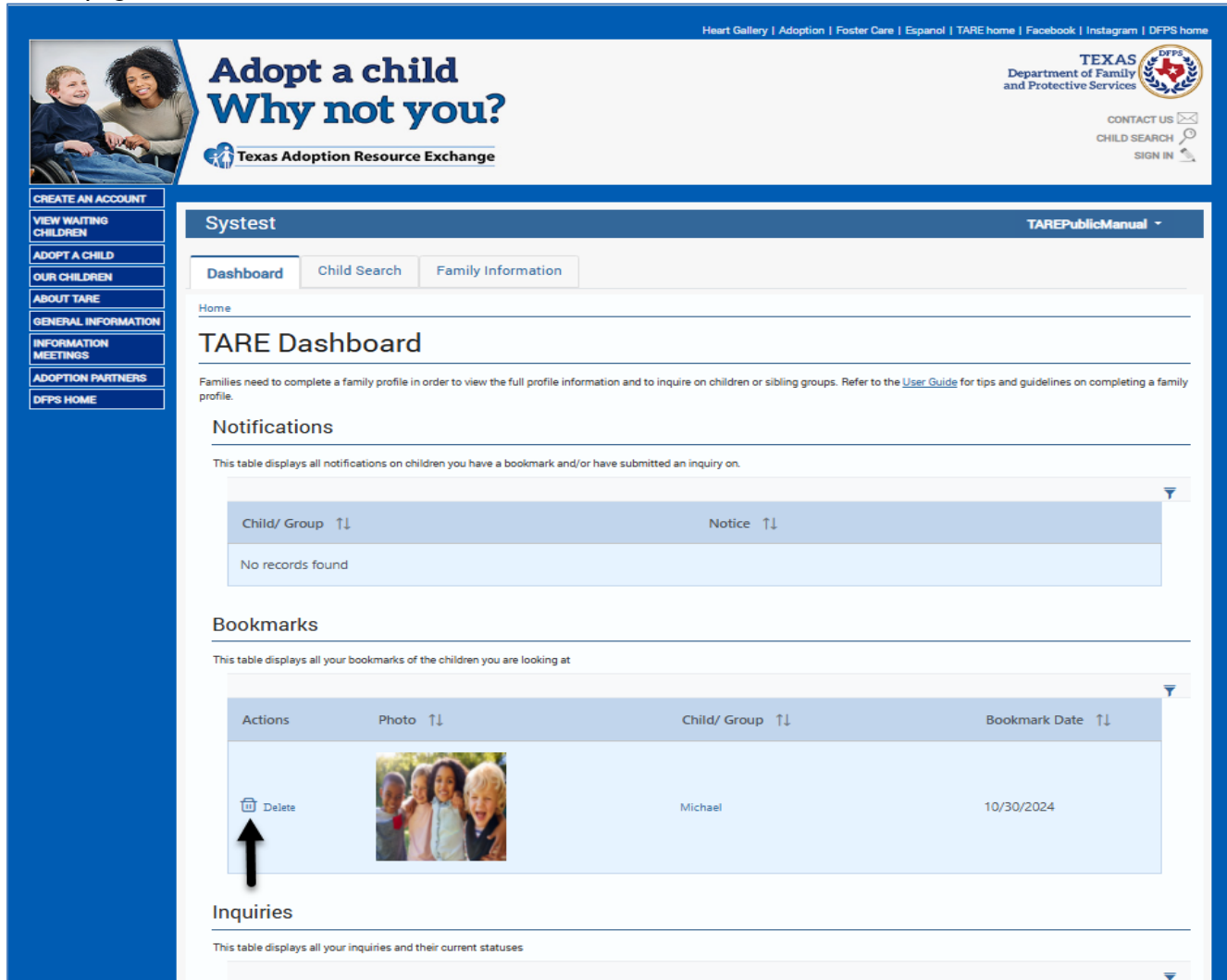
Texas Adoption Resource Exchange (TARE) User Guide

Bookmarks

When viewing a child's profile on TARE, you can **Bookmark** the child:



This will save the child on your **Dashboard** so that you can easily retrieve the child's profile information at any time. If you would like to remove a child from your Dashboard, click the **Delete** link on the bookmark or go to the child's page and click **Remove Bookmark**.




Texas Adoption Resource Exchange (TARE) User Guide

Notifications

Periodically, children are removed from the TARE website for a variety of reasons (the child's medical or therapy needs have changed; the child is placed with a family; etc.). When a child you have inquired on or bookmarked is removed from TARE, you will receive a notification on your **Dashboard**.

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Families need to complete a family profile in order to view the full profile information and to inquire on children or sibling groups. Refer to the [User Guide](#) for tips and guidelines on completing a family profile.


Notifications

This table displays all notifications on children you have a bookmark and/or have submitted an inquiry on.

Child/ Group	Notice
No records found	

Bookmarks

This table displays all your bookmarks of the children you are looking at

Actions	Photo	Child/ Group	Bookmark Date
Delete		Michael	10/30/2024

Inquiries

This table displays all your inquiries and their current statuses

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Texas Adoption Resource Exchange (TARE) User Guide

Inquiries

Under the **Inquiries** section of the TARE Dashboard, if you have submitted any inquiries on a child, you will see the inquiry status, the date the inquiry was made, and the child's name (with a hyperlink to their profile, if they are still available for adoption). DFPS staff will update the inquiry status at various stages of the process.

Status	Description of Activity
Family Withdrew	You withdrew your previously submitted child inquiry.
In Review	Your inquiry is currently being reviewed by a TARE coordinator. Staff may be waiting to receive a copy of your home screening from your home worker/case manager, if it has not already been received and attached.
New Inquiry	Your child-specific inquiry was received and should be responded to within three business days of receipt.
Not selected - TC	You were not selected as a potential adoptive placement for this child.
Pending	Your family's home study is not on file with TARE. You may not have a completed home study, or the home study has been requested but not received.
Selected	You were selected as a potential adoptive placement for this child.
Selection Staffing Pending	You are being considered as a potential adoptive parent. You and your home worker/case manager will be contacted by DFPS for the next steps. Please contact your home worker/case manager for status updates.
Submitted	Your inquiry was received by DFPS and is waiting to be reviewed by a TARE coordinator.

Texas Adoption Resource Exchange (TARE) User Guide

Inquiries

This table displays all your inquiries and their current statuses

Status ↑↓	Submit Date ↑↓	Child/ Group ↑↓
Pending	09/18/2024	Jose
Selected	09/25/2024	James
New Inquiry	10/04/2024	Darnell,Dorothy
Not Selected - TC	10/23/2024	Sunita
Selection Staffing Pending	10/30/2024	Justin

Showing 1 to 5 of 7 entries


1 2 5 Entries per page

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Forgot (or Reset) Your Password

Follow these steps to retrieve a forgotten password or to reset your password.

STEP 1: From the TARE homepage click the **Login** button.



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Texas Adoption Resource Exchange (TARE)

The TARE website helps match children awaiting adoption with adoptive parents. Families need to create an account and complete a family profile in order to view the full profile information and to inquire on children or sibling groups. Refer to the "User Guide" for tips and guidelines on creating an account and completing a family profile.

If you have an account, login below:

Login

If you are still having problems Login to TARE, [contact us](#).

Benefits of Creating a TARE Login Account:

- Access to detailed information and photos of children available for adoption in Texas
- Ability to maintain your adoption preferences
- Track children you are interested in and receive updates on your inquiries
- Access to Texas Adoption Resource Exchange staff contact information

[Create an Account](#)

Warning: This is a Texas Department of Family Protective Services information resources system that contains State and/or U.S. Government information. By using this system you acknowledge and agree that you have no right of privacy in connection with your use of the system or your access to the information contained within it. By accessing and using this system you are consenting to the monitoring of your use of the system, and to security assessment and auditing activities that may be used for law enforcement or other legally permissible purposes. Any unauthorized use or access, or any unauthorized attempts to use or access, this system may subject you to disciplinary action, sanctions, civil penalties, or criminal prosecution to the extent permitted under applicable law.

If you are having problems viewing this site, we recommend upgrading to the most recent version of your browser. If you are still having problems, [contact us](#).


STEP 2: Click on the **Forgot your password** link.

Texas Adoption Resource Exchange (TARE) User Guide

DFPS TARE Application



**Texas Department of
Family and Protective Services**




System Use Notification

Warning: This is a Texas Department of Family Protective Services information resources system that contains State and/or U.S. Government information. By using this system you acknowledge and agree that you have no right of privacy in connection with your use of the system or your access to the information contained within it. By accessing and using this system you are consenting to the monitoring of your use of the system, and to security assessment and auditing activities that may be used for law enforcement or other legally permissible purposes. Any unauthorized use or access, or any unauthorized attempts to use or access, this system may subject you to disciplinary action, sanctions, civil penalties, or criminal prosecution to the extent permitted under applicable law.

Sign in


Sign in with your username

[Forgot your password?](#) 

[Forgot Username?](#)

[Don't have an account?](#) [Sign up now](#)


STEP 3: Enter your **Email Address** and click the **Send verification code** button.




**Texas Department of
Family and Protective Services**

User Details

Please provide the following details.

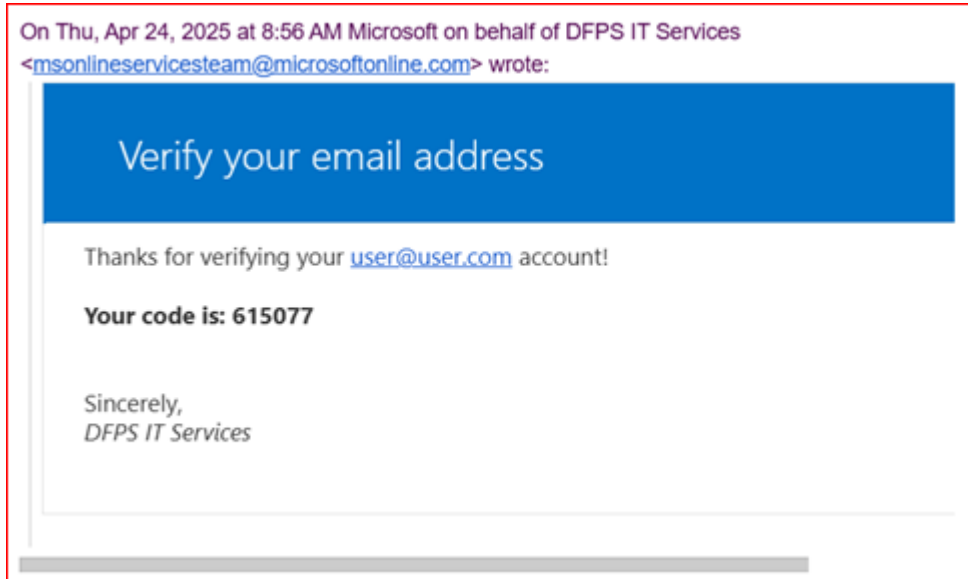




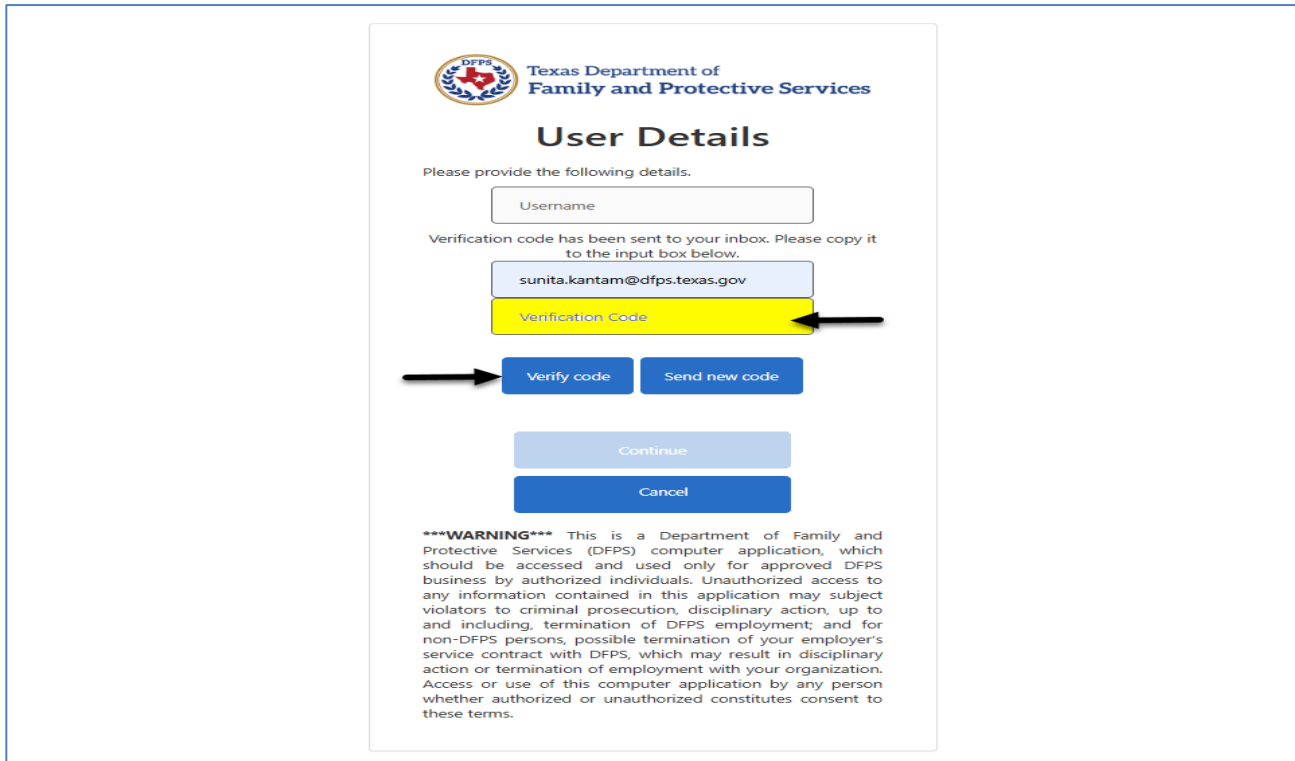
*****WARNING***** This is a Department of Family and Protective Services (DFPS) computer application, which should be accessed and used only for approved DFPS business by authorized individuals. Unauthorized access to any information contained in this application may subject violators to criminal prosecution, disciplinary action, up to and including, termination of DFPS employment; and for non-DFPS persons, possible termination of your employer's service contract with DFPS, which may result in disciplinary action or termination of employment with your organization. Access or use of this computer application by any person whether authorized or unauthorized constitutes consent to these terms.

Texas Adoption Resource Exchange (TARE) User Guide

STEP 4: The following email with the **verification code** is sent to the email address you provided during registration.

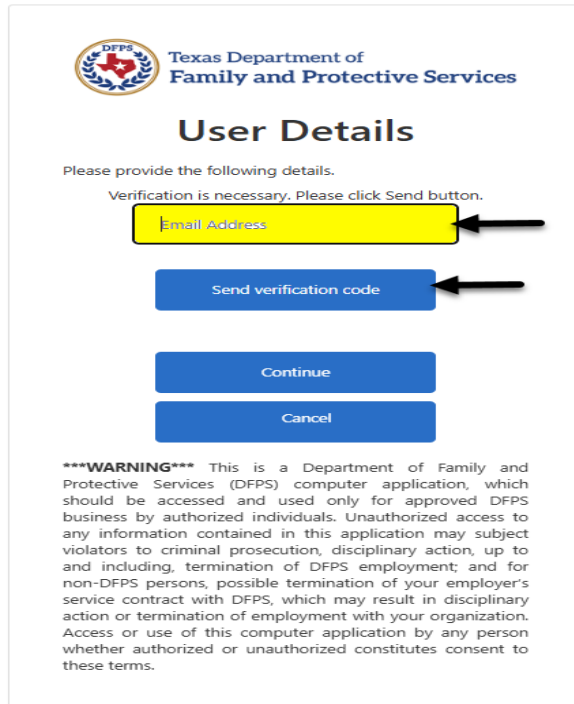



STEP 5: Enter the above sent **verification Code** and click the **Verify code** button.

A screenshot of the 'User Details' form in the Texas Department of Family and Protective Services (DFPS) system. The form is titled 'User Details' and includes the DFPS logo. It asks the user to provide details and shows a verification code has been sent to the email address 'sunita.kantam@dfps.texas.gov'. The verification code is displayed in a yellow box, and an arrow points to it. Below the code box are two buttons: 'Verify code' and 'Send new code'. An arrow points to the 'Verify code' button. At the bottom of the form are 'Continue' and 'Cancel' buttons. A warning message is at the bottom: '***WARNING*** This is a Department of Family and Protective Services (DFPS) computer application, which should be accessed and used only for approved DFPS business by authorized individuals. Unauthorized access to any information contained in this application may subject violators to criminal prosecution, disciplinary action, up to and including, termination of DFPS employment; and for non-DFPS persons, possible termination of your employer's service contract with DFPS, which may result in disciplinary action or termination of employment with your organization. Access or use of this computer application by any person whether authorized or unauthorized constitutes consent to these terms.'

STEP 6: Enter your email address and click the **Send verification code** button.

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 Texas Department of
Family and Protective Services

User Details

Please provide the following details.

Verification is necessary. Please click Send button.

Email Address

Send verification code


Continue

Cancel

*****WARNING***** This is a Department of Family and Protective Services (DFPS) computer application, which should be accessed and used only for approved DFPS business by authorized individuals. Unauthorized access to any information contained in this application may subject violators to criminal prosecution, disciplinary action, up to and including, termination of DFPS employment; and for non-DFPS persons, possible termination of your employer's service contract with DFPS, which may result in disciplinary action or termination of employment with your organization. Access or use of this computer application by any person whether authorized or unauthorized constitutes consent to these terms.

STEP 7: Click the Continue button.



 Texas Department of
Family and Protective Services

User Details

Please provide the following details.

E-mail address verified. You can now continue.

sunita.kantam@dfps.texas.gov

Change e-mail

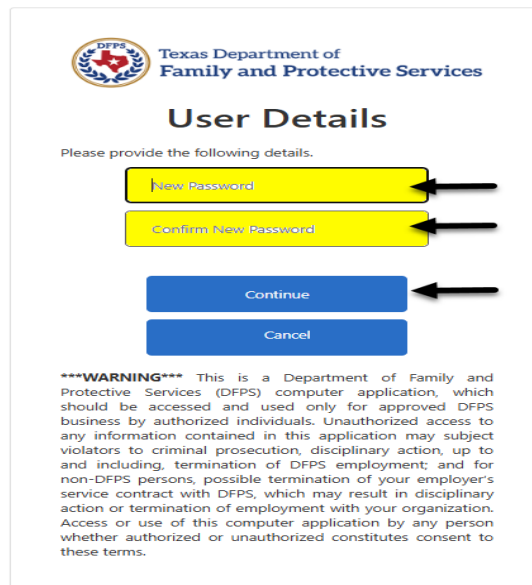
Continue

Cancel

*****WARNING***** This is a Department of Family and Protective Services (DFPS) computer application, which should be accessed and used only for approved DFPS business by authorized individuals. Unauthorized access to any information contained in this application may subject violators to criminal prosecution, disciplinary action, up to and including, termination of DFPS employment; and for non-DFPS persons, possible termination of your employer's service contract with DFPS, which may result in disciplinary action or termination of employment with your organization. Access or use of this computer application by any person whether authorized or unauthorized constitutes consent to these terms.

Texas Adoption Resource Exchange (TARE) User Guide

STEP 8: Enter your new password and click the **Continue** button.



The screenshot shows the 'User Details' form within the Texas Department of Family and Protective Services (DFPS) application. At the top is the DFPS logo and the text 'Texas Department of Family and Protective Services'. Below this is the title 'User Details' and a prompt: 'Please provide the following details.' There are two yellow input fields: 'New Password' and 'Confirm New Password', each with a black arrow pointing to it. Below these fields are two blue buttons: 'Continue' and 'Cancel', with a black arrow pointing to the 'Continue' button. At the bottom, there is a warning section titled '***WARNING***' with text stating that this is a DFPS computer application and that unauthorized access may lead to criminal prosecution or disciplinary action.

User Details

Please provide the following details.

New Password

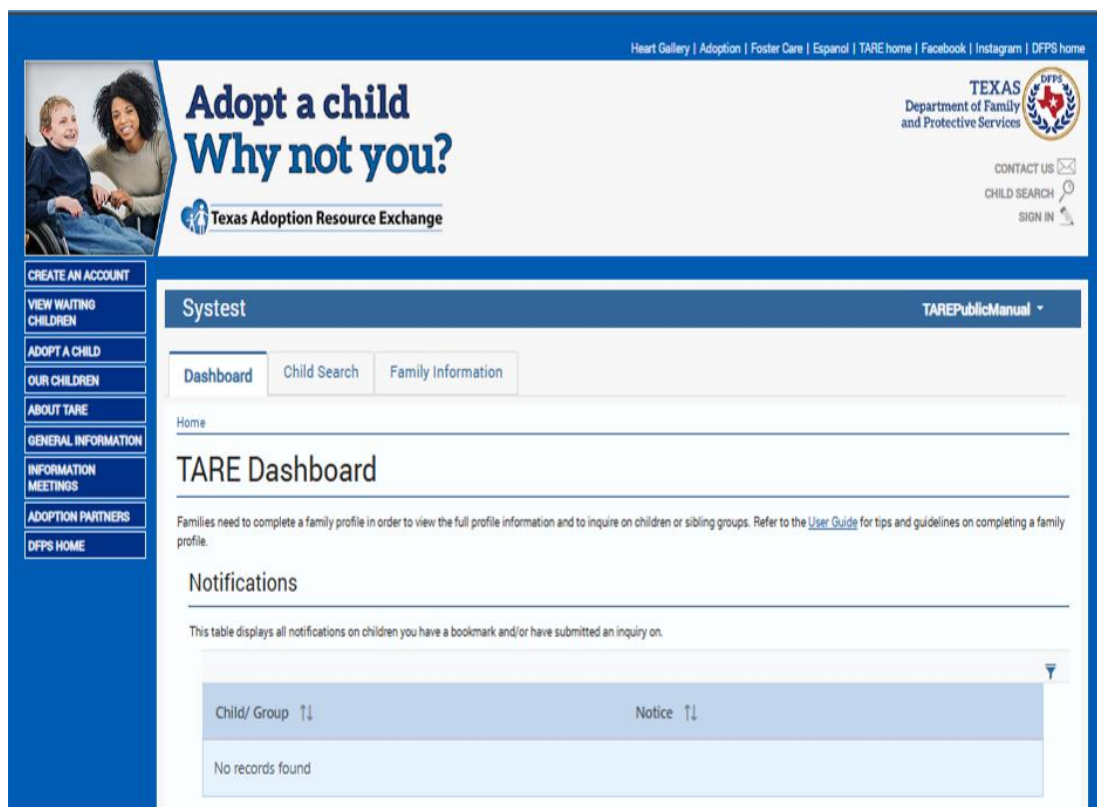
Confirm New Password

Continue

Cancel

*****WARNING***** This is a Department of Family and Protective Services (DFPS) computer application, which should be accessed and used only for approved DFPS business by authorized individuals. Unauthorized access to any information contained in this application may subject violators to criminal prosecution, disciplinary action, up to and including, termination of DFPS employment; and for non-DFPS persons, possible termination of your employer's service contract with DFPS, which may result in disciplinary action or termination of employment with your organization. Access or use of this computer application by any person whether authorized or unauthorized constitutes consent to these terms.

STEP 9: The TARE dashboard page appears.



The screenshot shows the TARE dashboard page. At the top is a navigation bar with links: 'Heart Gallery | Adoption | Foster Care | Espanol | TARE home | Facebook | Instagram | DFPS home'. Below this is a header section with a photo of a family, the text 'Adopt a child Why not you?', and the 'Texas Adoption Resource Exchange' logo. To the right of the header is the 'TEXAS Department of Family and Protective Services' logo and links for 'CONTACT US', 'CHILD SEARCH', and 'SIGN IN'. On the left side is a vertical menu with links: 'CREATE AN ACCOUNT', 'VIEW WAITING CHILDREN', 'ADOPT A CHILD', 'OUR CHILDREN', 'ABOUT TARE', 'GENERAL INFORMATION', 'INFORMATION MEETINGS', 'ADOPTION PARTNERS', and 'DFPS HOME'. The main content area has a 'Systest' header with a 'TAREPublicManual' dropdown. Below this are three tabs: 'Dashboard', 'Child Search', and 'Family Information'. The 'Dashboard' tab is selected. The main content area is titled 'TARE Dashboard' and contains a message: 'Families need to complete a family profile in order to view the full profile information and to inquire on children or sibling groups. Refer to the [User Guide](#) for tips and guidelines on completing a family profile.' Below this is a 'Notifications' section with a message: 'This table displays all notifications on children you have a bookmark and/or have submitted an inquiry on.' There is a table with two columns: 'Child/ Group' and 'Notice'. The table is currently empty, showing 'No records found'.

Heart Gallery | Adoption | Foster Care | Espanol | TARE home | Facebook | Instagram | DFPS home

Adopt a child Why not you?

TEXAS Department of Family and Protective Services

CONTACT US
CHILD SEARCH
SIGN IN

CREATE AN ACCOUNT
VIEW WAITING CHILDREN
ADOPT A CHILD
OUR CHILDREN
ABOUT TARE
GENERAL INFORMATION
INFORMATION MEETINGS
ADOPTION PARTNERS
DFPS HOME

Systest TAREPublicManual

Dashboard Child Search Family Information

Home

TARE Dashboard

Families need to complete a family profile in order to view the full profile information and to inquire on children or sibling groups. Refer to the [User Guide](#) for tips and guidelines on completing a family profile.

Notifications

This table displays all notifications on children you have a bookmark and/or have submitted an inquiry on.

Child/ Group ↑↓	Notice ↑↓
No records found	