ORANGE COUNTY SOCIAL SERVICES AGENCY
CFS OPERATIONS MANUAL

Effective Date: March 9, 2012 **Number: J-0101**
Revised: October 18, 2012
Revised: March 13, 2013

Extended Foster Care (EFC)

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Purpose

To provide guidelines for extended foster care.

Approved

This policy was approved by Gary Taylor, Director of CFS, on March 13, 2013. *Signature on file*.

Most Recent Revision

This revision of the Policy and Procedure (P&P) includes removal of the following information now included in CFS P&P Non-Minor Dependent (NMD) Placements (J-0102):

- EFC placement guidelines
- NMD placement options, including SILP and Transitional Housing Plus Foster Care (THP Plus FC)
- Placement referrals and placement process
- Placement disputes-grievance process
- Placement absence/AWOL

Further, this revision includes guidelines for completing an evaluation of risk services for NMDs alleged to have been endangered by abuse, neglect, or exploitation by a licensed or approved caregiver while in foster care placement.

Background

In California, historically, approximately 4,500 young adults aged out of foster care annually upon reaching 18 years of age. Research has shown that former foster youth often experienced poor outcomes as young adults, including low levels of employment and educational achievement and high rates of homelessness, pregnancy, and criminal justice involvement. In an effort to offer further support for foster youth beyond age 18 and improve their opportunities for a safe, productive adulthood, the Fostering Connections to Success and Increasing Adoptions Act of 2008 (Public Law 11-351) was passed into federal law in September 2008.

In October 2010 and 2011, respectively, Assembly Bill 12 (AB 12) and AB 212 were signed into law, allowing California to implement the provisions of PL 11-351 and make two major changes to foster care in California:

- Make Kinship Guardianship Assistance Program (Kin-GAP) and Adoption Assistance Program (AAP) benefits eligible for federal financial participation effective January 1, 2011
- Extend foster care past age 18 for young adults who meet the eligibility guidelines and participation requirements outlined in the Policy sections below

The extension of foster care past age 18 allows for non-minor dependents (NMDs) and those in legal guardianship/adoption ordered by Juvenile Court to have the continued support of the Social Services Agency (SSA), including continuation of foster care payment benefits and/or case management services, as they work to pursue educational and employment goals and develop permanent connections with caring, committed adults.

The goal of Extended Foster Care (EFC) is to prepare young adults to be independent and self sufficient. The objectives of EFC include, but are not limited to, young adults:

- Assuming incremental responsibility for adult decision making
- Understanding and effectively managing all the rights and responsibilities of adulthood
- Connecting with family, friends, and other supportive members of the community, as early as possible, with the goal of promoting life-long relationships
- Developing the skills necessary to establish and maintain social, work-related, and school-related relationships
- Managing decisions about risk taking behavior
- Developing skills to successfully navigate risk and failure
- Identifying barriers to achieving goals and understand how they might avoid/overcome those barriers
- Accessing family planning resources
- Processing issues of loss, trauma, personal identity, and relationships
- Being informed about and managing their own health care

Definitions

For purposes of this P&P, the following apply:

Medical Condition: A physical or mental state that limits a NMD's ability to participate in any of the participation requirements for EFC as verified by a healthcare practitioner. (Refer to "Participation Requirements" Policy section below for a list of EFC participation requirements.) A healthcare practitioner is any individual provider licensed or authorized by the state, county, or city in which the provider is located to provide services related to physical or mental health.

Non-Minor Dependent (NMD): A current dependent or ward of the Juvenile Court who satisfies all of the following criteria:

- Has turned 18 years of age, but is less than 21 years of age
- Is in foster care under the placement and care responsibility of Children and Family Services (CFS), County of Orange Probation Department, or an Indian tribe that entered into an agreement pursuant to WIC § 10553.1
- Is participating in or intending/willing to participate in a Transitional Independent Living Plan (TILP)

NMDs include young adults in legal guardianship with an open dependency case as of their 18th birthday.

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Out-of-Home Caregiver: Relative, NREFM, foster parent (licensed or certified), or group home/Transitional Housing Placement Program (THPP)/ Transitional Housing Placement (THP) Plus Foster Care provider, including case managers and/or administrative staff who are responsible for providing regular support for NMDs. (**Note:** NMDs residing in Supervised Independent Living Placements [SILPs], as defined in CFS P&P Non-Minor Dependent [NMD] Placements [J-0102], do not have an out-of-home caregiver.)

Transitional Independent Living Case Plan (Case Plan): NMD's case plan that is updated every six months. It is a continuation of the same case plan ordered before the NMD turned 18 years old; however, there is no longer focus on reunification, termination of parental rights for adoption, or the establishment of guardianship of a minor.

POLICY

EFC Summary Overview

Pursuant to ACL 11-69, the guidelines for a young adult to participate in EFC include:

A. Turned age 18 years old in or after 2011. (Refer to the "Eligibility Criteria" section of Attachment 1—EFC/Kin-GAP/AAP Eligible Groups, Services, and Funding for specific eligibility guidelines for each EFC eligible group.)

B. Meets at least one of the following Participation Requirements:

- Completed/progressing towards completion of high school or equivalent program
- Enrolled in a post-secondary or vocational school at least half-time
- Participating in program or activity that promotes employment
- Employed at least 80 hours per month
- Incapable of enrollment in school or employment due to a qualifying medical/mental health condition

(Refer to "Participation Requirements" Policy section for further information regarding EFC Participation Requirements.)

C. Resides in foster care placement. (Refer to CFS P&P Non-Minor Dependent [NMD] Placements [J-0102] for further information regarding placement options for NMDs.)

Life Skill Development

Preparation for an independent, stable adulthood begins when a child is placed into protective custody and continues throughout the life of the case with support from social work staff, out-of-home care providers, and community partners to encourage development of independent living skills as age appropriate.

Pursuant to CFS policy, to support the development of independent living skills, the assigned SSW and the Transitional Planning Services Program (TPSP) SSW will facilitate the provision of ILP services for ILP eligible youth pursuant to CFS P&P ILP Services (D-0504) by:

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- Assisting youth with developing TILP goals every six months beginning at age 15 ½ years
- Reviewing TILP goals with youth and their out-of-home caregivers during each mandated monthly contact to assess the youth's progress in achieving goals and, as necessary, assist with facilitating the youth's progress in meeting goals
- Encouraging participation in Transitional Planning Conferences (TPCs)
- Facilitating and supporting family finding and engagement efforts pursuant to CFS P&P Maintaining Connections with Important Persons (D-0410), as appropriate

The goals and plans established in TILPs and TPCs while a youth is a minor dependent provide the foundation for preparing the youth to meet EFC participation requirements or emancipate from foster care and remain eligible to re-enter EFC prior to their 21st birthday.

Note: Information regarding educational scholarships, employment resources, housing resources, and services provided by Orangewood Children's Foundation (OCF) for supporting ILP eligible youth, including those eligible for EFC, can be accessed by clicking on: TPSP/ILP.

EFC—General Guidelines

Pursuant to ACLs 11-61 and 11-69:

A. **EFC/Kin-Gap/AAP Eligible Groups, Services, and Funding:** Attachment 1—EFC/Kin-GAP/AAP Eligible Groups, Services, and Funding provides eligibility criteria, available services, and the process for facilitating EFC, Kin-Gap, and AAP funding for young adults in each of the following categories:

- NMDs (including legal guardianship with dependency at age 18 years)
- Non-Dependent Non-Related Legal Guardianship (NRLG)
- Kin-Gap
- Adoption Assistance Payments (AAP)

Note: Kin-Gap and AAP are not considered EFC; however, young adults who meet the eligibility and participation requirements pursuant to the guidelines in Attachment 1—EFC/Kin-GAP/AAP Eligible Groups, Services, and Funding are eligible for continued Kin-Gap and AAP funding up to age 21.

The decision to transition to EFC is a voluntary one. An EFC eligible youth turning 18 years of age may elect to not participate in EFC upon turning 18 years old or opt out of EFC at any time after turning 18 years old by, as applicable, stating their intent to opt out to their assigned social worker, Foster Care Eligibility Worker, and/or attorney.

Those who opt out of EFC can reenter EFC an unlimited number of times until they no longer meet the eligibility criteria. (Refer to CFS P&P Re-Entry Into Extended Foster Care (EFC) [J-0105] for guidelines regarding completion of the EFC voluntary re-entry process.)

B. **Additional Eligibility/Ineligibility Guidelines:**

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Eligible for EFC:	**Ineligible for EFC:**

A minor dependent/young adult who meets the eligibility criteria in Attachment 1—EFC/Kin-GAP/AAP Eligible Groups, Services, and Funding remains eligible for EFC if they are: • Pregnant/parenting • Residing out-of-state/out-of-county • An undocumented dependent with an application for Lawful Permanent Residence Status and Special Immigrant Juvenile Status (SIJS) pending pursuant to Policy section "Retaining Juvenile Court Jurisdiction" of CFS P&P Undocumented Dependents (D-0508)	A minor dependent/young adult is not eligible to remain in EFC as a NMD if they are: • Age 19 in 2011 • Married • In the military/reserves • Incarcerated • In Non-Related Legal Guardianship ordered by Probate Court • Residing with a parent pursuant to a FM case plan as of their 18th birthday

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Note: If the circumstances change for a young adult who is serving in the military/reserves or is incarcerated, they may be eligible to re-enter EFC, provided the young adult meets the criteria pursuant to CFS P&P Re-Entry Into Extended Foster Care (EFC) (J-0105).

C. ***Mutual Agreement for Extended Foster Care (SOC 162)*:**
To transition to EFC, young adults must meet:

- Eligibility criteria
- At least one of the participation requirements

–AND–

- Sign the *Mutual Agreement for Extended Foster Care (SOC 162)* no later than 30 calendar days following their 18th birthday

The *Mutual Agreement for Extended Foster Care (SOC 162)* is an agreement between CFS and the young adult, which specifies the young adult's willingness to:

- Remain under the jurisdiction of the Juvenile Court as a NMD. (**Note:** This does not apply to those in non-dependent NRLG)
- Remain in a placement supervised by CFS
- Report changes in meeting eligibility criteria and/or participation requirements
- Work on TILP goals

D. **Additional NMD Advisements:**
Pursuant to ACL 11-69, the assigned SSW will provide EFC eligible youth with the information required pursuant to the policy sections below within six months prior to the youth's 18th birthday, so they may make an informed decision about whether to participate in EFC.

The assigned SSW will advise all NMDs of their eligibility for:

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- Medi-Cal
- ILP services
- Not being required to pay taxes on EFC payments to them or their caregiver(s)
- NMDs residing in SILPs (as defined in CFS P&P Non-Minor Dependent [NMD] Placements [J-0102]) may be eligible for food stamps and should be encouraged to apply (NMDs residing in a foster home, THP Plus Foster Care, THPP, room and board, or dorm are not eligible for food stamps)
- Reimbursement for educational travel expenses to school of origin through 12th grade, pursuant to "Educational Travel Expenses" Policy section in CFS P&P School Placement and Transfer (I-0102)
- CFS-issued bus passes to engage in activities that meet EFC eligibility requirements

EFC Legal Status

Pursuant to ACLs 11-69 and 11-77, those participating in EFC have legal status as adults and retain all legal decision making authority.

CFS social work staff who work with youth participating in EFC will provide services in a manner that respects the young adult's rights as a legal adult, including the right to privacy and self determination. This includes the young adult holding their own educational rights, the young adult consenting for their medical care, and the Juvenile Court no longer providing consent for psychotropic medication or out-of-state travel.

A. **NMD Educational Rights:** Upon reaching 18 years of age:

1. A NMD will assume all educational rights in accordance with Education Code § 56041.5, unless the NMD has been determined to be incompetent under state law (i.e., is the subject of a conservatorship).

2. Any prior appointment of an educational representative will expire, pursuant to WIC 361(a), unless:

   - The NMD chooses not to make educational decisions for their own behalf, and elects to transfer their educational rights to another person

   –Or–

   - The NMD is deemed by the Court to be incompetent

   In the event a NMD elects to transfer their educational rights to another person, the assigned SSW will:

   a. Advise the NMD to contact their own attorney to discuss the appropriateness of transferring educational rights.

   b. In the court report prepared for the next scheduled NMD Status Review hearing, identify who holds educational decision-making authority for the NMD (i.e., the NMD, another person to whom the NMD has transferred educational rights, or a conservator appointed by Probate Court).

B. **NMD Medical Information/Confidentiality:** The assigned SSW will support a NMD's responsibility to be informed about their health and manage their own health care needs, including:

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- Being informed about prescribed medication and how those medications may interact with other medications, food, or drink
- Their right to privacy regarding any medical condition and their medical information
- Their right to consent to receive treatment or take medication, including psychotropic medication

Health and Education Passport (HEP): A NMD's HEP will be updated pursuant to CFS P&P Health and Education Passport (I-0403). Pursuant to WIC §16010(c) and ACL 11-77, a NMD's current HEP will be provided to the NMD's caregiver. (**Note:** This applies to any placement other than a SILP.)

Pursuant to WIC §16010, the assigned SSW will advise the NMD of the assigned SSW's obligation to provide the HEP to the out-of-home caregiver and discuss with the NMD the benefits and liabilities of sharing that information.

Confidentiality: The placing SSW will advise a NMD's caregiver of their responsibility to keep all of the NMD's medical information confidential and that they cannot release information to any other party without the written consent of the NMD.

Note: This includes medical information required for the last Status Review Hearing prior to the Juvenile Court making findings regarding the youth's/young adult's non-minor dependency status.

Pursuant to CFS policy, if this Status Review Hearing occurs after the young adult's 18th birthday, information regarding medical care that occurred after the young adult's 18th birthday will only be included in the court report with the young adult's written consent. Information regarding medical care that occurred prior to the young adult's 18th birthday may be included in the Status Review Hearing report without the consent of the young adult.

Refer to Attachment 1—Non-Minor Dependency Supplemental Documentation for Court Reports contained in CFS P&P Non-Minor Dependency Court Proceedings (J-0104) for guidelines for completing the Status Review Hearing report prior to the Juvenile Court making findings regarding the youth's/young adult's non-minor dependency status.

Participation Requirements

Pursuant to ACL 11-61, a young adult who meets the eligibility criteria above to remain in EFC must meet at least one of the following participation requirements to participate in EFC:

A. Completed/progressing towards completion of high school or equivalent program, including, but not limited to:

- Public/Charter/Alternative High School
- Adult Education classes
- Any course of study leading towards completion of High School diploma, General Equivalency Degree (GED), High School Proficiency Certificate, High School Completion Certificate
- Participating in special education activities as described in the NMD's Individualized Education Plan (IEP)

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Note: Enrollment is considered continuous during any summer or other scheduled break during the academic program.

B. Be enrolled in post-secondary or vocational school at least half-time, including, but not limited to:

- Enrolled in any for-credit or non-credit courses
- Formal admission to an institution is not required (e.g., NMD enrolled in individual courses without being enrolled in institution)

C. Participate in program or activity that promotes employment, including, but not limited to:

1. Individualized program based on a youth centered assessment of skills and needs.

2. Activities may be self-directed, completed in conjunction with the NMD's caregiver or SSW, or part of an organized program (e.g., unpaid employment, volunteer activities, unpaid internships or apprenticeships). (**Note:** Participation in programs for drug and alcohol treatment also fulfills this participation requirement.)

3. NMD is deemed to be meeting this requirement as long as participating in regular meetings with SSW to develop and implement the Transitional Independent Living Plan (TILP).

D. Be employed at least 80 hours per month:

- Engaged in full or part time employment, including paid or unpaid employment, volunteer activities, paid or unpaid internships, apprenticeships, vocational rehabilitation, or work study programs

–OR–

E. Incapable of enrollment in school or employment due to a qualifying medical/mental health condition

Verification of Participation Requirements: The assigned SSW will obtain documentation to verify participation in activities related to meeting the participation requirements above. (Refer to Attachment 2—Examples of Supporting Documentation for Meeting EFC Participation Criteria.)

Pursuant to CFS policy, the assigned SSW will make ongoing efforts to engage a NMD who is not meeting any Participation Requirement to assess the factors impacting their ability to do so. The assigned SSW may, as necessary, coordinate TPCs and case staffings to assist the NMD with meeting a Participation Requirement and achieving their TILP goals.

Case Compliance Contacts

A. **NMDs:**
Pursuant to ACL 11-69, the assigned SSW will have at least one monthly in-person contact with the NMD, with the majority of visits (at least 51 percent) occurring in the NMD's placement.

The assigned SSW will complete case compliance contacts in a manner that respects the NMD's privacy, while assessing the NMD's progress in meeting TILP goals and the safety and stability of the NMD's placement.

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B. **Out-of-Home Caregiver:**
The assigned SSW will have at least one monthly in-person or telephone contact with the NMD's out-of-home caregiver. (**Note:** Pursuant to CFS policy, exchanging voice mail messages with the out-of-home caregiver does not meet the monthly contact requirement.) In-person contact with the NMD's out-of-home caregiver is required at least once every three months.

The assigned SSW will assess whether a higher frequency of in-person contact is necessary to support the out-of-home caregiver's support of the NMD with meeting their goals (e.g., when there is conflict between the NMD and out-of-home caregiver, concern that out-of-home caregiver is not assisting the NMD with developing self sufficiency skills, etc.).

C. **Non-Dependent NRLG:**
The assigned SSW will have in-person contact with a young adult in Non-Dependent NRLG and their legal guardian a minimum of once every six months.

Telephone and in-person contact with NMDs and, as appropriate, young adults in Non-Dependent NRLG will:

- Verify NMD's/young adult's compliance with meeting at least one EFC participation requirement
- Verify the location of the NMD/young adult and assess the living environment
- Monitor the NMD's/young adult's social, educational, and vocational development
- Engage and involve the NMD/young adult in the development of the case plan and TILP
- Gather information to identify needed services to be included in the case plan and TILP
- Monitor the effectiveness of services provided
- Assess the NMD's/young adult's ability to maintain a relationship with siblings, relatives, and adults important to them
- Establish and maintain a helping relationship to provide continuity and a point of stability
- Solicit the NMD's/young adult's input on his/her future and discuss current as well as future residential and permanency plans
- Discuss progress in case plan and TILP goals and identify modifications which may be needed

Telephone and in-person contact with a NMD's out-of-home caregiver/legal guardian will include:

- Discussion of the NMD's/young adult's progress in meeting TILP goals and EFC Participation Requirements
- Support for the out-of-home caregiver/legal guardian with ensuring the NMD/young adult has opportunities for increasing independence as appropriate
- Discussion of any issues of concern regarding the placement
- Any additional issues as identified by the assigned SSW or out-of-home caregiver/legal guardian

Contact waivers are not permitted.

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Evaluation of Risk Services

Pursuant to WIC §16504(c), the Child Abuse Registry (CAR) will accept reports regarding NMDs alleged to have been endangered by abuse, neglect, or exploitation while residing in a Foster Family Home (FFH), Foster Family Agency (FFA), group home, Transitional Housing Placement Plus Foster Care (THP Plus FC), or with a relative or Non-Related Extended Family Member (NREFM). (Refer to CFS P&P Child Abuse Registry [CAR] [M-0109] for guidelines when CAR receives a call regarding abuse, neglect, or exploitation of a NMD.)

Pursuant to CFS policy, the assigned SSW will conduct an evaluation of risk services when CAR accepts a report of abuse, neglect, or exploitation of a NMD. Further, pursuant to CFS policy, a report will be filed with law enforcement when the reported situation necessitating the evaluation of risk services for the NMD indicates a crime may have been committed.

The assigned SSW will discuss with the NMD CFS's requirement to file a report with law enforcement. Further, pursuant to CFS policy, the assigned SSW will discuss with the NMD which of the following options the NMD prefers for filing the report with law enforcement:

- NMD files report and provides the assigned SSW with police report number (e.g., DR number)
- Assigned SSW assists NMD with filing report
- Assigned SSW files report on NMD's behalf if NMD declines to file a report

Structured Decision Making (SDM)/ Team Decision Making (TDM)

Pursuant to CFS policy:

A. **SDM:** SDM is not required for NMDs.

B. **TDM:** TDMs are not required for NMDs but may be utilized at the discretion of the assigned SSW for NMDs placed with:

- Relative/NREFM
- FFH/FFA
- Group Home

TDMs will not be facilitated for NMDs placed in SILPs, THPP, or THP Plus FC.

Data Entry

Data entry for NMDs will be completed pursuant to CWS/CMS Data Entry Standards—Special Project Codes for AB12 Non Minor Dependents.

Case Management—NMDs Placed in Other Jurisdictions

Pursuant to ACL 11-69, the assigned SSW will be responsible for all case management activities and documentation, including monthly face-to-face contacts and submitting required court reports to Juvenile Court, for NMDs who reside out-of-county or out-of-state unless, as applicable, the placement county has entered into a:

- Courtesy supervision agreement pursuant to CFS P&P Courtesy Supervision (K-0501)
- ICPC agreement pursuant to CFS P&P ICPC (K-0502)

Note: ICPC after a youth turns 18 years of age is at the discretion of the state of residence. If the state of residence does not agree to provide ICPC supervision beyond age 18 years, the assigned SSW will complete monthly face-to-face contacts and provide services.

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Further, pursuant to ACL 11-69, video conferencing, use of “Skype,” or the use of any other forms of technology for communication do not meet the requirements for conducting monthly face-to-face contact with NMDs.

Intercounty Transfers

The case of an OC NMD residing in another county may be transferred to the NMD’s County of Residence when doing so is in the NMD’s best interests, will support the NMD’s successful transition to adulthood, and all of the following apply:

- NMD requests and/or provides consent for the intercounty transfer (**Note:** The case will not be transferred if the NMD does not want to remain in EFC)
- NMD has resided in the other county as a NMD for 12 consecutive months
- NMD does not reside in group home placement
- NMD has a connection to the community in which they reside (e.g., through employment or school)
- Maintains a connection with a person who is significant to them (e.g., Important person)

The assigned SSW will ensure that each of the following EFC documents are current, completed, signed, and entered into CWS when or prior to requesting an intercounty transfer for a NMD:

- *Six-Month Certification of Extended Foster Care Participation (SOC 161)*
- *Mutual Agreement for Extended Foster Care (SOC 162)*
- As applicable: *Placement Agency-Foster Family Agency Agreement (Non-Minor Dependent Placed by Agency in Foster Family Agency) (SOC 153)* or *Agency-Foster Parents Placement Agreement (Non-Minor Dependent Placed by Agency in Foster Home) (SOC 156A)*
- Transitional Independent Living Plan (TILP)
- Transitional Independent Living Case Plan (Case Plan)
- SIJS documentation
- SSI documentation

Intercounty transfers for NMDs will be completed pursuant to CFS P&P Intercounty Transfers (G-0402).

Regional Center Clients

Pursuant to best practice, the assigned SSW/SSSS may determine on a case-by-case basis whether EFC is appropriate for developmentally delayed youth/young adults who qualify for Regional Center services. EFC may not be necessary for those youth/young adults who are already linked to a long term system of care that will meet their needs.

The assigned SSW will review and have the youth/young adult sign the *Mutual Agreement for Extended Foster Care (SOC 162),* if it is determined that EFC would be beneficial.

The assigned SSW will submit an Ex Parte to request Court assign a *Guardian Ad Litum* for the purpose of signing the *Mutual Agreement for Extended Foster Care (SOC 162)* and other documents requiring consent (including medical consents), if the youth/young adult is unable to understand the *Mutual Agreement for Extended Foster Care (SOC 162*).

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Wraparound Services

Wraparound services may be considered for NMDs at risk of placement in a Level 10 or higher group home or for NMDs placed in a group home with a plan for transition to a lower level of care within three months. Utilization of Wraparound Services for NMDs that meet the group home criteria may be considered on a case-by-case basis and with Multi-Agency Family Partnership Program Manager (PM) approval. (Refer to CFS P&P Wraparound Referral and Services [D-0511] for further guidelines regarding Wraparound.)

Transporting NMDs

Pursuant to CFS policy, when CFS social work staff transport a NMD, the NMD must have signed, in advance, the *Mutual Agreement for Extended Foster Care (SOC 162)* or *Voluntary Re-Entry Agreement (SOC 163).* The CFS social work staff transporting the NMD will carry a copy of the signed form during the transport.

Parenting NMDs

Parenting NMDs are eligible to receive the infant supplement for their non-dependent child residing with them in any placement, including SILPs and THP Plus Foster Care. (Refer to EFC Policy section in CFS P&P Foster Care, AAP, and Kin-GAP Rates for Young Adults [J-0103] for further information to support parenting young adults with making an informed decision about the most beneficial CalWORKS option to support themselves and their child[ren].)

SSI

NMDs receiving SSI are eligible for EFC even if they receive SSI instead of AFDC-FC or a combination of both.

The assigned SSW will consult with the assigned Eligibility Worker regarding the source of payment (SSI or AFDC-FC) to ensure that the NMD receive state only funded AFDC at least one month in any 12 months period to ensure the NMD maintains SSI eligibility at the time the NMD exits foster care.

CalWORKs

Pursuant to best practice, the assigned SSW may consult with the Foster Care Eligibility Program Manager or CalWORKs representative when information is required for a NMD to understand the differences between Foster Care and CalWORKs funding to determine which will best meet their needs.

Forms/ Documents Filing

An *Extended Foster Care Acco (F063-25-1145)* will be added to the Service File for those participating in EFC. Pursuant to CFS policy, the following forms will be filed in the *Extended Foster Care Acco (F063-25-1145)*:

- *Six-Month Certification of Extended Foster Care Participation (SOC 161)*
    - Include any supporting documentation of the young adult meeting the EFC participation requirements specified on the *Six-Month Certification of Extended Foster Care Participation (SOC 161)*
- *Mutual Agreement for Extended Foster Care (SOC 162)*
- *SILP Readiness Assessment (F063-25-704)*

For re-entries into EFC, the following additional documents will be filed in the *Extended Foster Care Acco (F063-25-1145):*

- *Voluntary Re-Entry Agreement for Extended Foster Care (SOC 163)*
- *Request to Return to Juvenile Court Jurisdiction and Foster Care (JV-466)*
- *Confidential Information—Request to Return to Juvenile Court Jurisdiction and Foster Care (JV-468)* (as applicable)
- Minute Order resuming dependency jurisdiction

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All NMD placement forms required pursuant to CFS P&P Non-Minor Dependent (NMD) Placements (J-0102) will be filed in the Placement Acco.

All other forms and documents for those participating in EFC will be filed in the Service Folder and/or Legal File.

REFERENCES

Attachments and CWS/CMS Data Entry Standards

Hyperlinks are provided below to access attachments to this P&P and any CWS/CMS Data Entry Standards that are referenced.

- Attachment 1—EFC/Kin-GAP/AAP Eligible Groups, Services, and Funding
- Attachment 2—Examples of Supporting Documentation for Meeting EFC Participation Criteria
- CWS/CMS Data Entry Standards—Special Project Codes For AB12 Non Minor Dependents

Hyperlinks

Users accessing this document by computer may create a direct connection to the following references by clicking on them.

- CFS P&P Maintaining Connections with Important Persons (D-0410)
- CFS P&P ILP Services (D-0504)
- CFS P&P Undocumented Dependents (D-0508)
- CFS P&P Wraparound Referral and Services (D-0511)
- CFS P&P Intercounty Transfers (G-0402)
- CFS P&P Foster Care Rates (H-0112)
- CFS P&P School Placement and Transfer (I-0102)
- CFS P&P Health and Education Passport (I-0403)
- CFS P&P Non-Minor Dependent (NMD) Placements (J-0102)
- CFS P&P Foster Care, AAP, and Kin-GAP Rates for Young Adults (J-0103)
- CFS P&P Non-Minor Dependency Court Proceedings (J-0104)
- CFS P&P Courtesy Supervision (K-0501)
- CFS P&P ICPC (K-0502)
- CFS P&P Re-Entry into Extended Foster Care (EFC) (J-0105)
- CFS P&P Child Abuse Registry (CAR) (M-0109)

Other Sources

Other printed references include the following:

None.

FORMS

Online Forms

Forms listed below may be printed out and completed, or completed online, and may be accessed by clicking on the link provided.

Form Name	Form Number
Foster Care Eligibility/Non-Dependent Legal Guardianship—Required Documentation to Transition to Extended Foster Care	F063-25-691

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Hard Copy Forms

Forms listed below may be completed in hard copy (including multi-copy NCR forms). ***For reference purposes only,*** links are provided to view these hard copy forms, where available.

Form Name	Form Number
Extended Foster Care (EFC) Acco	F063-25-1145

CWS/CMS Forms

The following forms may **only** be obtained in CWS/CMS. ***For reference purposes only,*** links are provided to view these CWS/CMS forms, where available.

Form Name	Form Number
Kin-Gap Mutual Agreement for Non-minor Former Dependents	KG 3
Request to Return to Juvenile Court Jurisdiction and Foster Care	JV 466
Confidential Information-Request to Return to Juvenile Court Jurisdiction and Foster Care	JV 468
Six-Month Certification of Extended Foster Care Participation	SOC 161
Mutual Agreement for Extended Foster Care	SOC 162
Voluntary Re-Entry Agreement for Extended Foster Care	SOC 163
Kinship Guardianship Assistance Payment (Kin-Gap) Program Agreement Amendment	SOC 369A

Brochures

Brochures to distribute in conjunction with this procedure include:

Brochure Name	Brochure Number
Youth Advisement of Non-Minor Dependency (Extended Foster Care)	F063-25-677
Youth Advisement of Non-Minor Dependency (Extended Foster Care) (Spanish)	F063-25-677Sp
Youth Advisement of Non-Minor Dependency (Extended Foster Care) (Vietnamese)	F063-25-677VN

LEGAL MANDATES

EFC General Guidelines: All County Letters (ACLs) 11-61 and 11-69 outline the basic provisions of EFC, including eligibility guidelines, participation requirements, and placement options.

NMDs:

CCSSA

- Welfare and Institutions Code (WIC) Section (§) 303 acknowledges the adult legal status of a NMD, details the rights of a NMD, and describes the responsibilities of the child welfare agency, towards a NMD
- WIC § 11400 defines a Non-Minor Dependent (NMD), *Mutual Agreement for Extended Foster Care (SOC 162)*, Supervised Independent Living Placement (SILP), and Transitional Housing Plus Foster Care (THP Plus FC). (Refer to Definitions section of this P&P)
- WIC § 16010 provides, in part, guidelines for maintaining the health and education records of NMDs and providing the Health and Education Passport (HEP) to the NMD's out-of-home caregiver. It further outlines the requirement to inform the NMD of the SSW's obligation to provide the HEP to the out-of-home caregiver
- WIC § 16504(c) provides that any NMD reported to the county welfare services department to be endangered by abuse, neglect, or exploitation by a licensed or approved caregiver while in a foster care placement will be eligible for evaluation of risk services to determine if the placement is safe and appropriate. The county child welfare department will cross report the suspected abuse, neglect, or exploitation by the licensed or approved caregiver to the appropriate licensing or approval agency and, as appropriate, to law enforcement

Non-Dependent Non-Related Legal Guardianship (NRLG):

- ACL 11-69 provides that case management activities for young adults in Non-Dependent NRLG established in Juvenile Court who remain in EFC will be completed pursuant to WIC § 11405
- WIC § 11405 defines the case management activities required for children and young adults in Non-Dependent NRLG, including the requirement that in-person visits will be made as often as appropriate, but no less than once every six months

Eligibility: WIC § 11403(b) outlines the participation requirements a NMD must meet to be eligible to remain in EFC and receive EFC services.

Funding:

- WIC § 11403(a) provides guidelines for NMDs to receive foster care payment benefits up to age 21 as of January 1, 2014
- ACL 11-15 and Errata outline modifications to the Kin-Gap Program
- ACL 11-78 and Errata outline the eligibility requirements for extending CalWORKs benefits to NMDs

Case Compliance Contacts: ACLs 11-69 and 11-77 provide that the same monthly contact requirements for children in foster care apply to NMDs.

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