Foster Care Payments

Number: 45-302
Date: 12/1/2008

PURPOSE

The purpose of this policy is to ensure that payments to Foster Care Providers are made using Federal or State Aid to Families with Dependent Children-Foster Care (AFDC-FC) or County Funds for placement costs in a timely manner.

APPROVED

This policy was approved by Mike Ryan, Director of CFS, on 2/19/2010. *Signature on file.*

POLICY

The following guidelines are contained in the Eligibility and Assistance Standards (EAS) Manual Section 45-300 with the premise that an eligible child that is placed with a non-parent caretaker is entitled to receive Federal, State or County AFDC-FC placement costs.

FEDERAL AFDC-FC

Federal funded AFDC-FC shall be available for payments on behalf of an eligible child to any one of the following:

- A licensed foster home
- An Emergency Shelter Home (ESH)
- A licensed, private, nonprofit group home
- A licensed nonprofit Foster Family Agency (FFA)
- A relative whose home has been approved
- A Non Relative Extended Family Member (NREFM) whose home has been approved
- A regional center home approved by Regional Center
- Any out-of-state placement which meets the licensing requirements of that state and approved by Interstate Compact on the Placement of Children (ICPC)
- Former Relatives

STATE AFDC-FC

State funded AFDC-FC shall be available for payments on behalf of an eligible child to any one of the following:

- A licensed foster home
- An ESH
- A licensed, private, nonprofit group home
- A licensed nonprofit FFA
- A NREFM whose home as been approved
- A regional center home approved by Regional Center
- Any out-of-state placement which meets the licensing requirements of that state and approved by ICPC

Note: Relatives are not entitled to receive State funded AFDC-FC.

COUNTY FUNDS

County funded Foster Care payments shall be available to any placement that is not eligible for Federal or State funded AFDC-FC. A County Funds Request signed at the appropriate level is required. The levels for placement costs are as follows:

- Senior Social Services Supervisor (SSSS)
- Program Manager (PM)
- Deputy Director

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BEGINNING DATE OF AID

If a child is determined to be eligible to receive Federal, State or County funded AFDC-FC payments, the beginning date of aid shall be the date of placement if the child meets all eligibility conditions.

The date of placement is the date on which an authorized county employee completes signs and dates a Foster Care Application (FCAPP) on behalf of a child.

The date the child meets all eligibility conditions is the date the following conditions exist, even though verification or documentation is received at a later date:

- Child meets all linking and non-linking eligibility factors, including deprivation, age, citizenship or alienage status, residence, property and income requirements.
- Exception: Federal/State funds cannot be used to make a payment prior to the detention hearing or prior to a home being approved.

BUDGETING METHODS

AFDC-FC payments are rounded to the next lowest dollar. The amount of a child's foster care payment is based on the host county foster care rate and specialized care increment (if applicable). This amount will be pro-rated if the child is not in the placement for the entire month.

If a child is placed in the following placements, the rate is determined by the child's age and host county/State rates.

- A licensed foster home
- An ESH
- A relative whose home has been approved
- A NREFM whose home as been approved
- Any out -of- state placement which meets the licensing requirements of that state.

If a child is placed in an FFA, the rate is determined by the child's age. If a child is placed in a Group Home, the rate is based on that placement's Rate Classification Level (RCL). For Regional Center placements, the child must be a regional center consumer currently receiving services. A Regional Center rate letter must be on file.

All Federal and State AFDC-FC and County funded payments are to be issued by the 15th of the following month after care was provided. This includes pro-rated amounts.

PAYMENT SCHEDULE

For clothing allowance payment schedule please refer to the Foster Care Replacement Clothing Allowance Policy and Procedure 45-302.2.

LAST DATE OF AID

The last date of Federal or State AFDC-FC shall be the date preceding the date the child leaves, is removed, replaced to another placement, runs away from an eligible placement, or turns 18 or 19. Refer to Foster Care Age Requirements for Foster Care Children Between the Age of 18 and 19 Policy and Procedure 45-201.11. For example, if a child is moved on the 15th of the month, the previous placement is paid through the 14th of the month.

An additional AFDC-FC payment beyond the date the child leaves or is removed can be made when the assigned social worker or placement social worker requests a bed hold in anticipation the child will return to placement.
No AFDC-FC payment can be made for two placements for the same time period. In addition, County Funds may be used to fund any placement after the child is no longer eligible to Federal or State AFDC-FC.

TEMPORARY ABSENCE

When an AFDC-FC eligible child is temporarily absent from an eligible facility such as for school, work or training program, hospitalization, visiting, vacationing, or emergency circumstances, an AFDC-FC payment can be made for a brief absence that does not exceed 14 days in a calendar month as long as the child remains with the same provider.

Example: Child is temporarily absent on September 18th and is scheduled to return back to the Foster Care Provider on October 13th. Payment can be made from September 18th to September 30th as well as from October 1st to October 13th since the child did not exceed the 14-day limit per calendar month. If the child was absent after October 14th can only pay through October 14th, any further days would require County Funds.

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REFERENCES HYPERLINKS

Eligibility and Assistance Standards (EAS) Manual Section 45-300

Children and Family Services Placement Change Notification Policy and Procedure K-0209

Foster Care Age Requirements for Foster Care Children Between the Age of 18 and 19 Policy and Procedure 45-201.11

Foster Care Replacement Clothing Allowance Policy and Procedure 45-302.62

Foster Care Title IV-E Federal AFDC-FC Linkage Policy and Procedure 45-202.3

Orange County Foster Care Rate Schedule

REQUIRED FORMS HYPERLINKS

Form Name	Form Number
Foster Care Application (FCAPP)	F063-28-307
Placement Information Change (PIC) Notice	F063-28-301
Foster Child's Data Record and AFDC-FC Certification	SOC 158A
Pro-ration Worksheet	F063-31-12
County Funds Request	F063-25-415
Special Care Increment	F063-28-164

PROCEDURE

REQUIRED ACTION

The following actions must be completed when a new application for Foster Care is received by the placement SSW.

Responsibility	Step	Required Action
Foster Care Data Entry Technician (DET)	1.	Assigns Foster Care Application (FCAPP) to Foster Care Intake Eligibility Technician (ET).
Foster Care Intake ET	1.	Determines funding based on Federal or State eligibility requirements (refer to Foster Care Title IV-E Federal AFDC-FC Linkage Policy and Procedure 45-202.3).
	1.	Once child and placement meet all eligibility requirements, completes pro-ration worksheet to determine amount of payment.
	1.	Completes Data Collection in CalWIN and runs Eligibility Determination and Benefits Calculation (EDBC).
	1.	Reviews results of EDBC and compares to pro-ration worksheet. Rate will be based on type of placement, age of the child or Host County/State rates.
	1.	Once results are confirmed, authorizes payment(s) in CalWIN.
	1.	Reviews Benefit Issuance screen in CalWIN to ensure payments were generated correctly for past, current and future months.
	1.	Reviews Client Correspondence screen in CalWIN to ensure proper Notice(s) of Action (NOA) were generated.
	1.	Once all procedures are completed, transfers case to Foster Care Continuing ET.
Foster Care Continuing ET	1.	Reviews case and ensures all procedures were followed correctly by Foster Care Intake ET.

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	1.	Maintains case and monitors any placement changes until child leaves placement permanently.
Foster Care DET	1.	If child leaves or is removed, will be notified via e-mail by the Senior Social Worker (SSW) through the Foster Care Eligibility (FCE) e-mail account and a call into the Placement Change Hotline (refer to Children and Family Services Placement Change Notification Policy and Procedure K-0209).
	1.	Receives Placement Information Change (PIC) via e-mail through FCE account.
	1.	Clears PIC to the assigned Foster Care ET.
	1.	Sends PIC to assigned Foster Care ET, Eligibility Supervisor (ES), and Placement Change Stop Payment (PCSP) account.
PCSP ET	1.	End dates placement in CalWIN.
	1.	Notifies assigned Foster Care ET of actions taken and documents in CalWIN case comments.
Foster Care ET	1.	If PIC is received and no action was taken by PCSP ET, end dates placement and documents actions in CalWIN, and notifies PCSP ET.
	1.	Waits to receive PIC and SOC 158A for new placement prior to issuance of payment to new placement.
	1.	Once all proper documentation is received, enters new placement information in CalWIN and authorizes payment for new placement. Note: PICs are to be worked within three (3) days prior to the 20th of the month. After the 20th of the month, the PIC is to be worked the day it was received to avoid overpayments.

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