



NC DEPARTMENT OF
**HEALTH AND
HUMAN SERVICES**
Division of Social Services

ROY COOPER • Governor

KODY H. KINSLEY • Secretary

SUSAN OSBORNE • Assistant Secretary for County
Operations for Human Services

January 4, 2022

DEAR COUNTY DIRECTORS OF SOCIAL SERVICES

**ATTENTION: DIRECTORS, CHILD WELFARE PROGRAM ADMINISTRATORS, MANAGERS,
SUPERVISORS, AND SOCIAL WORKERS**

SUBJECT: POLICY REVISIONS

REQUIRED ACTION: Information Only Time Sensitive **Immediate**

**PURPOSE: NOTIFICATION OF REVISIONS TO FOSTER CARE CANDIDACY, FOSTER CARE CLAIMING,
AND CHANGES TO THE BOARD, ADOPTION, AND GUARDIANSHIP ASSISTANCE RATES**

The Division is committed to providing counties with protocol and guidance to support compliance with federal and state law requirements. To ensure compliance with the Federal Requirements for IV-E, new policy revisions were completed to ensure an accurate definition of IV-E candidacy for foster care. The instructions for the administrative claiming of both 215 In-Home Services and 109 Foster Care Services has been revised. Additionally, changes to foster care, adoption, and guardianship assistance rates were updated to reflect the new North Carolina budget.

The revised manual changes include:

Policy Related to Candidacy for Foster Care:

- “Candidacy for Foster Care” has been added to the Cross Function manual. This new section includes the definition of candidacy, including the requirement that a child be at imminent or serious risk for removal, and the required documentation.
- Revisions to instructions in Child Welfare Funding--CPS to accurately reflect that CPS In-Home Services (215) can only be claimed to Title IV-E when a county has required documentation that a child is a candidate for foster care.
- Revisions to the Assessments and In-Home Services manuals to remove implications that risk of maltreatment or receipt of CPS In-Home services alone is sufficient to establish candidacy for foster care.

Child Placement and Payment System Manual (CPPS):

- Revised instructions were inserted into the CPPS for field 55 of the 5094, which designates the source of funds to reimburse counties for foster care assistance payments. This field is used to assure that all children eligible for administrative cost reimbursement are accurately included in the IV-E penetration

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rate that is applied to certain administrative claims. The revisions are consistent with the revisions in the Foster Care Funding manual.

Foster Care Funding Manual:

- Clarification of when administrative costs (worker costs) can be claimed for a IV-E eligible child. The revised policy outlines the general rule that administrative costs can only be claimed when a IV-E eligible child has spent at least one day of a month in a licensed placement, provides examples for applying the rule, and outlines the exceptions for when administrative costs can be claimed for a IV-E eligible child who was not in a licensed placement during a month.
- Incorporates information related to the 14-day limit on claiming for maintenance payments for most placements in congregate care made after September 1, 2021.
- Clarifies the differences in maintenance and administrative claiming for children under 18 and young adults in FC 18-21.
- Reflection of the increased foster care board rates in the recently approved state budget that are effective January 1, 2022. The new rates are:

Children	0-5	\$514
Children	6-12	\$654
Children	13+	\$698

- ❖ As per the budget bill legislation, the new rates are also applicable to adoption assistance and guardianship assistance effective January 1, 2022. The new rates have been updated in Appendix 3.6 and Appendix 3.7.

These policies have been published on the Division's web page at: <https://policies.ncdhhs.gov/divisional/social-services/child-welfare/policy-manuals>.

Upcoming Training and Support

- Statewide training webinars on the IV-E Policy Changes: Candidacy Definition and Administrative Claiming for In-Home Services and Foster Care will be held on the following dates:
 - January 25, 2022 from 10-11:30 a.m.
 - January 26, 2022 from 1- 2:30 p.m.
 - January 27, 2022 from 10- 11:30 a.m.
- ❖ The same webinar will be repeated on each date.
- Regional Child Welfare Consultants will be reviewing the changes with counties in their visits early next year.

The announcement for the IV-E Policy Changes: Candidacy Definition and Administrative Claiming for In-Home Services and Foster Care training is attached.

If you have any questions, contact Beth Riley at beth.riley@dhhs.nc.gov

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Sincerely,



Lisa T. Cauley, MSW
Senior Director of Child, Family, and Adult Services
North Carolina Division of Social Services

Cc: Susan Osborne, Assistant Secretary for County Operations
Kathy Stone, Section Chief for Safety and Prevention
Teresa Strom, Section Chief for County Operations
Carla McNeill, Section Chief for Permanency
Linda Waite, Section Chief for Licensing and Regulatory

Attachment: IV-E Policy Changes: Candidacy Definition and Administrative Claiming for In-Home Services and Foster Care training announcement

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