



NC DEPARTMENT OF
**HEALTH AND
HUMAN SERVICES**

ROY COOPER • Governor

KODY H. KINSLEY • Secretary

SUSAN G. OSBORNE • Deputy Secretary for Opportunity and Well-Being

October 12, 2023

DEAR COUNTY DIRECTORS OF SOCIAL SERVICES

ATTENTION: DIRECTORS, CHILD WELFARE PROGRAM MANAGERS, AND CHILD WELFARE STAFF

SUBJECT: UPDATES TO 5120 POLICY

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

The North Carolina Division of Social Services (NCDSS) and the Division of Health Benefits (DHB NC Medicaid) have been evaluating the Medicaid enrollment processes for children and youth who enter foster care. This work supports North Carolina in meeting the federal requirements that States must meet to ensure all children and youth in foster care have their medical, dental, developmental, and behavioral healthcare needs met.

Through this evaluation process, the State's completion of the *DSS-5120 Determination of Foster Care Assistance Benefits and or Medical Assistance Only* form was reviewed. The current 5120 processes in place for both child welfare and Medicaid eligibility does not support the timely Medicaid enrollment for children and youth who enter foster care. Completion of this form initiates the process for establishing Medicaid coverage.

To remedy this issue, NCDSS and DHB (NC Medicaid) have identified an improvement to the 5120 processes that will support timely access to care for the children and youth we serve. Effective 11/1/23, both NCDSS and DHB policy will require the *DSS-5120 Determination of Foster Care Assistance Benefits and or Medical Assistance Only* form to be completed within **seven business days** of the child or youth entering foster care.

For NCDSS, this change will be reflected in the Permanency Planning Policy Manual. While this policy will not be in effect until 11/1/23, county child welfare agencies are encouraged to begin collaborating with Medicaid eligibility staff to implement a process at the local level that will ensure the timely completion of the DSS-5120 form.

For questions, please contact the State Foster Care Coordinator, Jessica Frisina at Jessica.Frisina@dhhs.nc.gov.

Sincerely,

Carla McNeill

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Cc: Lisa Tucker Cauley, Senior Director of Human Services
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Katie Swanson, Deputy Director for County Operations
Kathy Stone, Section Chief for Safety and Prevention Services
Kimaree Sanders, Section Chief for Regulatory and Licensing
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