

CHILDREN'S DIVISION

P. O. BOX 88

JEFFERSON CITY, MISSOURI

February 8, 2016

M E M O R A N D U M

What's Inside:

Corrected
memo-
Increased rate
changes for
foster care &
subsidy
maintenance

TO: REGIONAL DIRECTORS, FIELD SUPPORT MANAGERS,
CIRCUIT MANAGERS AND SUPERVISORS

FROM: TIM DECKER, DIRECTOR

SUBJECT: CORRECTED MEMO-
INCREASED RATE CHANGES FOR FOSTER CARE AND SUBSIDY MAINTENANCE

DISCUSSION:

This memorandum has been corrected since posted on 1/22/16. The purpose of this memorandum is to notify staff of the increased maintenance rate change for foster care and adoption and guardianship subsidy, as well as to provide examples.

Effective January 1, 2016 a 1% rate increase was applied to Foster Care, Adoption Subsidy, and Legal Guardianship Maintenance rates. The new rates were entered into the FACES Financial Service and Amendment Code Maintenance screen. The new rates were automatically generated for service date January 1, 2016.

Staff should *not* manually enter the new rates on the SS-61 Placement Information Screen for children with a "Standard Rate (1)" Maintenance Level. The "Maintenance Amount" field should always be left blank. The FACES Financial System will automatically generate the appropriate rate for all maintenance levels based on placement type or the subsidy agreement.

If an adoption subsidy or legal guardianship subsidy has Special Maintenance Adoption Subsidy (SMAS) on the subsidy agreement and "yes" has been selected for the Standard Contracted Rate then the appropriate maintenance level to select on the SS-61 is "Standard Rate/ Base (1)". The FACES Financial System will automatically generate the appropriate rate of \$678.00 for SMAS. This is also true for Level A (FHB) and Foster Home Medical (FHM). The correct Maintenance level is "Standard Rate/ Base (1)". The FACES system will generate the correct maintenance level of \$762.00 for Level A and medical.

"Above Standard Rate (4)" or "Below Standard Rate (2)" maintenance levels should only be selected when a maintenance level amount has been approved and it is *not* a state contracted rate. These rates are entered on the SS-61 in maintenance level field box.

Section 4 Chapter 11 Attachment A: Standard Payment Rate for Foster Family Alternative Care and Section 4 Chapter 30 Attachment G: Payment Rate for Adoption and Guardianship Agreements has been updated to reflect the new rates.

Please see below for examples of "Standard Rate/Base (1)" and "Above Standard Rate (4)". After review, staff may need to correct the current maintenance level.

Ex. 1: Placement Information Screen-Showing “Standard Rate/Base (1)”

Case manager Name: [D. Stephenson, Onley Jean / STEL GOL](#)

View Temporary Location Information

* Placement Begin Date: 03 25 2012 Placement End Date: [] [] []

* Placement Reason: 03 - Adoption

* Placement Mode: 4 - Planned Move

* Placement Type: ADF - Adoption (by foster parent)

* Pre-Placement Visit: Yes

* Pre-Adoptive Placement: Yes

* Family Structure: Single Female (3)

Pre-Placement Visit Date: 03 22 2012

Placement Visit with Foster Family Conducted

- Document special needs of child
- Walk-through home with child;note sleeping arrangement
- Review/discuss household rules
- Provide foster parent with phone/pager #
- Provide foster parent with business card
- Provide foster parent with known information regarding child
- Give child's Lifebook to foster parent
- Schedule post-placement visit with child

Placement Visit Date: 03 22 2012

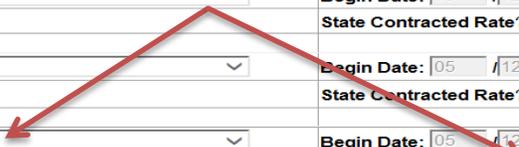
Effective Begin Date: 05 12 2015 Effective End Date: [] [] []

Maintenance Level: [Standard Rate/Base \(1\)](#)



Children's Division Contract Screen (Subsidy Agreement)-Showing SMAS & “yes” on State Contracted Rate

Service: Spec Maint Adopt Subsidy (SMAS)	Begin Date: 05 /12 /2013	End Date: 05 /11 /2015
Frequency: Monthly	State Contracted Rate? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Service: Respite Care (RSCR)	Begin Date: 05 /12 /2013	End Date: 05 /11 /2015
Frequency: Yearly	State Contracted Rate? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Rate: 399.00
Service: Spec Maint Adopt Subsidy (SMAS)	Begin Date: 05 /12 /2015	End Date: 01 /31 /2025
Frequency: Monthly	State Contracted Rate? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Service: Respite Care (RSCR)	Begin Date: 05 /12 /2015	End Date: 01 /31 /2025



Ex. 2: Placement Information Screen-Showing “Above Standard Rate (4)”-Maintenance amount entered

View Temporary Location Information

* Placement Begin Date: 01 28 2001 Placement End Date: [] [] []

* Placement Reason: 03 - Adoption

* Placement Mode: 1 - Ongoing Protective Service Case Planned Placement

* Placement Type: ADR - Adoption (by relative)

* Pre-Placement Visit: Yes

* Pre-Adoptive Placement: Yes

* Family Structure: Single Female (3)

Pre-Placement Visit Date: 01 25 2001

Placement Visit with Foster Family Conducted

- Document special needs of child
- Walk-through home with child;note sleeping arrangement
- Review/discuss household rules
- Provide foster parent with phone/pager #
- Provide foster parent with business card
- Provide foster parent with known information regarding child
- Give child's Lifebook to foster parent
- Schedule post-placement visit with child

Placement Visit Date: [] [] []

Maintenance Amount: \$ 826 .00

Effective Begin Date: 01 28 2001 Effective End Date: [] [] []

Maintenance Level: [Above Standard Rate \(4\)](#)



Children's Division Contract Screen (Subsidy Agreement)-Showing SMAS & "no" on State Contracted Rate

Service: Spec Maint Adopt Subsidy (SMAS)	Begin Date: 10 / 01 / 2004	End Date: 02 / 28 / 2017
Frequency: Monthly	State Contracted Rate? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Rate: 826.00
		Total Amount: \$123,074.00
Service: Please Select Service	Begin Date: / /	End Date: / /
Frequency: Please Select		

Ex. 3: Foster Care Maintenance Level on Child's Placement Screen-"Standard rate/Base (1)" has been selected, placement type is FHM.

View Temporary Location Information

* Placement Begin Date: 09 / 15 / 2015 Placement End Date: / /

* Placement Reason: 01 - Reason to Suspect CAVN

* Placement Mode: 2 - Ongoing Protective Service Case Emergency Placement

* Placement Type: FHM - Medical Foster Home

* Pre-Placement Visit: No

* Pre-Adoptive Placement: No

* Family Structure: Married Couple (1)

Placement Visit with Foster Family Conducted

Document special needs of child

Walk-through home with child;note sleeping arrangement

Review/discuss household rules

Provide foster parent with phone/pager #

Provide foster parent with business card

Provide foster parent with known information regarding child

Give child's Lifebook to foster parent

Schedule post-placement visit with child

Placement Visit Date: / /

Effective End Date: / /

Maintenance Level: [Standard Rate/Base \(1\)](#)

Effective Begin Date: 09 / 15 / 2015

NECESSARY ACTION

1. Review this memorandum with all Children's Division staff.
2. Review revised Child Welfare Manual chapters as indicated below.
3. All questions should be cleared through normal supervisory channels and directed to:

PDS CONTACT Sarah Bashore (Subsidy) (573)-751-0311 Sarah.Bashore@dss.mo.gov Jason Kearbey (Foster Care) (417)-895-6414 Jason.L.Kearbey@dss.mo.gov	PROGRAM MANAGER Amy Martin (573)751-3171 Amy.L.Martin@dss.mo.gov
CHILD WELFARE MANUAL REVISIONS Section 4 Chapter 11 Attachment A: Standard Payment Rate for Foster Family Alternative Care Section 4 Chapter 30 Attachment G: Payment Rate for Adoption and Guardianship Agreements	
FORMS AND INSTRUCTIONS N/A	
REFERENCE DOCUMENTS AND RESOURCES N/A	
RELATED STATUTE N/A	
ADMINISTRATIVE RULE N/A	
COUNCIL ON ACCREDITATION (COA) STANDARDS N/A	
CHILD AND FAMILY SERVICES REVIEW (CFSR) N/A	
PROTECTIVE FACTORS N/A	
FACES REQUIREMENTS N/A	