

EFFECTIVE

November 1, 2015.

Subject(s)

FOM 722-16, Foster Care - Young Adult Voluntary Foster Care FAMILY TEAM MEETING (FTM) REQUIREMENTS

For youth transitioning into Young Adult Voluntary Foster Care (YAVFC), a Semi-Annual Transition Meeting must be completed within 180 days from the date of the previous Semi-Annual Transition Meeting. For youth entering/re-entering, a Semi-Annual Transition Meeting must be held within 30 days of the youth signing the DHS-1297, YAVFC Agreement. Each Semi-Annual Transition Meeting must then be completed within 180 days from the previous meeting. The Semi-Annual Transition Meeting must follow currently established guidelines; see FOM 722-06B, Family Team Meetings.

Reason: Clarification from Program Office.

FOM 750, The Youth In Transition (YIT) Program

A youth who has reunified with a parent is YIT eligible if they were in a MDHHS supervised eligible placement at some point after the 14th birthday and meet other criteria for eligibility

The DHS-5305, Request for Youth In Transition Funds Checklist, is required to be completed for every YIT request processed at the county level. Once approval for the expenditure is obtained at the local level, the DHS-5305 must be placed in the financial section of the case file and uploaded to the Service Authorization section of MiSACWIS.

All YIT expenditures require prior MDHHS supervisory (or higher) approval. However, in the event a youth submits a reimbursement request for a YIT eligible expense without documentation of prior approval, a DHS-720, Youth in Transition Exception Request Form, can be completed and sent to the YIT Analyst in the Education and Youth Services Unit. Exception requests must be sent within 12 months of the purchase, must include all supporting documentation, and are subject to availability of funds.

For closed cases, the DHS-5305 replaces the need of a Child Assessment of Strengths and Needs (CANS).

Maximum allowable amounts are changed to the following:

- The lifetime limit for first month's rent and security deposit is increased to \$1500.
- If a youth is a parent or expecting a baby, there is an additional \$500 allowed for start-up goods, to be used specifically for baby/child items.
- When a father requests funds for startup goods for his child, verification of legal parentage must be provided. Acceptable forms of documentation include affidavit of parentage, child support order, birth certificate with the father's name identified, or a court order naming the youth as the legal father.
- The maximum allowed amount to purchase a vehicle is increased to \$5000.

Sales tax is not to be paid on purchases made by MDHHS on behalf of a youth. However, youth who have paid sales tax for a YIT eligible purchase can be reimbursed for sales tax included in the total.

Reason: Program Office decisions.

**MANUAL
MAINTENANCE
INSTRUCTIONS**

Changed Items ...

[FOM 722-16](#)

[FOM 950](#)