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**FINANCIAL  
SUPPORT**

Various funding sources are available to finance service provision. Individuals may be eligible for financial payments under day care, Medicaid or other assistance payment programs. In addition local offices have a variety of contracting dollars available to enter into contracts with agencies to provide specific services. Finally there are three specialized funding sources available to all local offices to fund services. These are:

**SER/Family  
Reunification Fund**

State Emergency Relief (SER) Family Reunification Services: Family reunification services policy and the Family Independence Program/SER policy were put into place to assist CPS workers in avoiding a removal or to assist a foster care worker in facilitating reunification.

**Eligibility**

The following families are eligible for Family Reunification Services:

- CPS families at imminent risk of experiencing a removal.
- Families who have one or more children in care (DHS or private agency supervised).
- Relative care situations may qualify if permanent placement with relatives is the plan.

Utilization of and payment for services is to be pursued in the order resources are listed; i.e. SER is the first resource to be used if available.

1. Regular SER services if otherwise eligible.
2. If regular SER is not sufficient to remove a threat to health or safety or to relieve an extreme hardship, an exception to SER policy is to be requested following procedures outlined in BEM 100.
3. Payment from Family Reunification funds may be used for food, clothing and shelter. when denied by SER and for security deposits, appliances, furniture and household items which are not covered by SER (1 or 2 above) plus

transportation assistance so long as the CPS or FC worker certifies that these services are needed to avoid a removal. Residential, institutional, or CPA staff are responsible for parenting time, including transportation.

## PROCESS FOR FAMILY REUNIFICATION FUNDS

### Worker Process

- The local CPS or foster care (FC) worker is to prepare a memo that states:
  - Eligibility has been exhausted.
  - The concrete item(s) is needed to avoid a removal or to accomplish a return of a child home by a specified date within the next 6 months.
  - The specific type of concrete item(s) and amount of money needed per specified service.
  - CPS or foster care case name and case number.
  - The phone number of the FC worker and supervisor.
- Prepare a DHS-1291 (RFF 1291).
- Submit the DHS-1291 (Local Payment Authorization) with an original invoice. An actual bill must be obtained from the provider before authorizing payment. If an invoice is not available, a purchase order should be requested.

**Note:** In the event that a provider is uncooperative in providing an actual bill, a FAX or email of the DHS-223 (Documentation Record) will be allowed as long as it is used as an exception process only. Documentation on the DHS-223 must include the date, time, amount needed, and the name of the person who provided the information. Photocopies of bills will not be accepted.

- If the amount is more than \$500 or the needed service is different than those listed above under “eligibility” number 3, an exception may be requested of the local office director. (See “Family Reunification Exception Process” below.)

**Local Business  
Office Process**

Payments are to be processed by the local business offices using standardized accounting procedures.

**FAMILY  
REUNIFICATION  
EXCEPTION  
PROCESS**

Occasionally there may be a need for some other support service not specifically identified as a covered service or for amounts exceeding \$500. Exceptions to covered service or amounts exceeding \$500 may be granted by the local office director. Once the local office director signs for the exception request, the payment procedures as outlined above are to be followed.

Each fiscal year all local offices will receive an allocation for these funds.

**Substance Abuse  
Treatment  
Services**

1997 PA 164 requires substance abuse agencies who have a waiting list for services to give priority to a parent whose child has been removed or is in danger of being removed due to substance abuse. See Childrens Protective Services Manual (PSM) item 713-7 for information on releasing substance abuse information. Problems with particular treatment agencies should be forwarded to the regional service delivery center.

**Expenditure Of  
State Funds In  
Substantiated  
Sexual Abuse  
Cases**

State law (DHS Appropriations Act) prohibits expenditures (including staff time) from state funds to preserve or reunite a family **unless there is a court order to the contrary**, if either of the following would result from that expenditure:

- A child would be living in the same household with a parent or **other adult** who has been convicted of criminal sexual conduct against a child.

- A child would be living in the same household with a parent or **other adult** against whom there is a preponderance of evidence conclusion of sexual abuse against a child.

### COUNSELING SERVICES IN SEXUAL ABUSE CASES WITH A PREPONDERANCE OF EVIDENCE

This restriction **does not** prohibit expenditures of state funds for counseling or other services in these cases, as long as the service is not directed toward influencing a child to remain in an abusive environment, justifying the action of the abuser, or reuniting the child with the offending adult.

Also, because it is in the best interest of all children for the sexual offender to receive treatment directed toward taking responsibility for his/her actions, individual treatment for the sexual offender **may be** paid for from state funds, as long as the treatment goal is never to return to the system with a similar offense.

Difficulties or problems with this policy in any particular case should be referred to the regional service delivery center for assistance in resolving them.

### Foster Parent/Paid Relative Eligibility for Child Development and Care (CDC) Services

Eligibility for CDC services may be provided to a child who has an active DHS foster care case and is in one of the following placements:

- Licensed foster care.
- DHS **paid relative placement** when:
  - There is a court order committing the child to DHS, and
    - DHS placed child with a non-parent relative, and

- That non-parent relative receives DHS State Ward Board and Care funding for the child's care.

### FIP Related

- Relative caregiver where the relative caregiver is receiving FIP for the child as an ineligible grantee.
- An unrelated caregiver with whom DHS children's services has placed a child, subsequent to a court order identifying DHS as responsible for child's care and supervision.

### Application

The foster parent/paid relative caregiver must submit an application for CDC. If there are two foster parents/paid relatives, **both of the foster parents/paid relatives must be unavailable** to provide the needed child care because of a valid CDC need reason:

### Need

- Employment,
- High school completion classes, or
- Family Preservation
- Michigan Works Agency approved activity.

The foster parent/paid relative caregiver must submit a **DHS-4583** (RFF 4583), Child Development and Care (CDC) Application, or an (RFF 1171) **DHS-1171**, Assistance Application, to the local DHS office serving the area where they live. Other verifications will be required such as verification of identity, need/reason for child care and child care provider information (See BEM 702, 703, 704).

### Eligibility for CDC

Eligibility for the CDC program will be determined after an application is received. The eligibility begin date is the date a complete application is received in the DHS office or 21 days prior to the date application is received when the following criteria is met:

- Day care provider is a licensed child care provider.
- If the day care provider completes the Great Start to Quality Orientation prior to or within the 21 day period, eligibility for payment as a DHS child care provider will begin effective the completion date of the orientation.

Care must be provided in Michigan by an eligible child care provider. Eligible providers are those regulated by DHS, Bureau of

Children and Adult Licensing (BCAL), or **enrolled by** DHS. Those regulated by BCAL are:

- Child care centers.
- Family child care homes.
- Group child care homes.

Enrolled providers are:

- Day care aides.
- Relative care providers.

Day care aides or relative care providers must meet all requirements listed on the DHS-220-A, Day Care Aide Provider Application or the DHS-220-R, Relative Care Provider Application.

**Note:** All newly enrolled day care aides or relative care providers are required to complete the Great Start to Quality Orientation before receiving payment as a DHS child care provider.

### Payment to Eligible Providers

If eligible, DHS will pay child care costs **up to the DHS maximum**. The amount of payment depends on the provider type, age of child, county where care is provided and number of hours of care provided. DHS pays the lesser of the provider's charge or the DHS maximum t rate. DHS will only pay for care actually provided during times when the foster parent/paid relative is unavailable due to a valid CDC need/reason.

Eligibility for CDC on this basis ends when either:

- The child(ren) is removed from the eligible placement, or
- The DHS foster care case is closed, or
- The need no longer exists.

### Youth In Transition Program

The purpose of the Youth in Transition program is to provide an extensive program of education, training, employment and financial support for youth leaving foster care. Participation in such programs is to begin several years before high school completion and continue, as needed, until the youth is discharged from foster care, establishes independence or reaches 21 years of age. Counties may provide services through noncontractual payments and/or contracts with community agencies and service providers. Existing

DHS contract management procedures must be followed for those services which will be under contract. (See FOM 950 for more details.)

### **Payment For Foster Care Placements**

Information on payment for foster care placements is contained in FOM 900 through 915-12. Also see FOM 903-03 for Determination of Care Payments.

### **Purchase Of Foster Care Services**

Information on purchase of foster care services and monitoring is contained in FOM 910-914, Placement Resources. All service expectations contained in this manual section 722 apply to private child placing agencies working under contract with DHS.

### **Tuition Incentive Program (TIP)**

TIP provides tuition and mandatory fee payments for students of low-income families to attend college at participating institutions. This includes youth in foster care, state wards, court wards and FIP, MA, and FAP-only recipients. (See FOM 903-17) The TIP toll-free telephone number is 1-888-4-GRANTS (1-888-447-2687) or email: [osg@michigan.gov](mailto:osg@michigan.gov). For more information online go to: <http://www.michigan.gov/mistudentaid> . Select About Us from the menu on the left, then State of Michigan Financial Aid Programs. TIP is found at the bottom of the list.

### **Assisted Care**

Assisted Care is a program to help maintain a child in a foster home who has special needs that cannot be met by the foster parent alone. See FOM 903-03 for more information.

### **FIP ELIGIBILITY FOR A CARE TAKER**

A person other than a parent or stepparent may be a caretaker only in the absence of the dependent child's parent or stepparent. This adult, with whom DHS Children's Services has placed a child, subsequent to a court order identifying DHS as responsible for the

child's care and supervision may be eligible for FIP. If the court allows a parent to reside in the caretaker's home, but not assume custody, the group may be eligible for FIP with the parent as the grantee and the caretaker as the third party payee. See BEM 210 for more information.

### **FIP ELIGIBILITY FOR A PARENT**

A parent of a dependent child in foster care may be eligible to receive FIP up to 12 months when there is a plan to return the child to the parent's home. See BEM 210 for more information.

### **MEDICAID ELIGIBILITY FOR A PARENT**

Parents with children placed out of the home may no longer continue to receive Medicaid (MA), even if the parent is FIP eligible. The Department of Community Health has confirmed that it is against federal regulations for the parents in homes without dependent children to receive MA based on FIP eligibility. The Bridges system has corrected the error by separating FIP and MA programs.

Parents without dependent children living in the household may be eligible for another type of FIP related MA (such as Low Income Family MA for pregnant women), SSI related MA or a non-Medicaid medical program. Parents in need of medical coverage should pursue the possibilities through the local DHS office.

Given the limited MA eligibility and medical programs for parents, insurance coverage should not be considered a barrier to reunification if a parent is trying to address his/her medical or mental health needs. The FC worker is to assist the parent with service referrals to address barriers, regardless of eligibility for insurance. Once the child is returned home, the parent may again be eligible for MA.