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**INTRODUCTION**

Adoption assistance and adoption medical subsidy agreements expire on the child's 18th birthday. The expiration of the agreement causes payments to end and subsidy-related Medicaid to close at the end of the month of the child's 18th birthday. The Adoption Subsidy Office sends an informational letter to the adoptive parent(s)/legal guardian(s) (if adoptive parent(s) is/are deceased) prior to the child's 18th birthday. The letter explains that the assistance will end when the child turns 18 and includes the eligibility requirements for extensions. Information regarding application for Supplemental Security Income (SSI) is also included. AAM 630 is specific for children adopted prior to their 16th birthday. If the child was adopted on or after his/her 16th birthday AAM 631, must be used in lieu of this section.

**TITLE IV-E-FUNDED  
ADOPTION  
ASSISTANCE  
EXTENSION  
ELIGIBILITY**

A title IV-E-funded adoption assistance extension may be authorized until age 19 for children who were receiving title IV-E-funded adoption assistance prior to their 18th birthday, if the Department of Health and Human Services (DHHS) determines that the child has a mental or physical disability which warrants continuation of adoption assistance under title IV-E.

The Adoption Subsidy Office will determine if the child has a disability which warrants the continuation of assistance based on a specific physical, mental or emotional condition or disability of such severity or kind that it would constitute a significant obstacle to the child's independence. Such conditions include, but are not limited to:

- Any medical condition which will require repeated or frequent hospitalization, treatment or follow-up care, for example, cancer, diabetes, epilepsy.
- Any physical handicap, by reason of physical defect or deformity, whether congenital or acquired by accident, injury or disease, which makes a child totally or partially incapacitated as described in R340.1709 of the Michigan Special Education Rules; or makes a child eligible for Children's Special Health Care Services (CSHCS) or the equivalent program in the

child's state of residence. Examples are cerebral palsy, paraplegia, quadriplegia, blindness, deafness, or hydrocephalus.

- Any substantial disfigurement, such as the loss or deformity of facial features, torso or extremities, for example, burn scars, or amputations.
- A diagnosed personality or behavioral problem, psychiatric disorder, serious intellectual incapacity or brain damage which seriously affects the child's ability to relate to his peers and/or authority figures, including mental impairment or developmental disability, for example, schizophrenia, pervasive developmental disorder, traumatic brain injury, moderate-severe mental impairment or emotional impairment.

If a child who previously qualified for a title IV-E adoption assistance does not have documentation of a mental or physical disability as described above, the child must meet the school enrollment eligibility requirements for a state-funded adoption assistance extension in order to continue receiving benefits.

#### **Title IV-E Medicaid Eligibility**

Children who are eligible for a title IV-E funded adoption assistance extension are categorically eligible for Medicaid during the extension period.

#### **NON-TITLE IV-E ADOPTION ASSISTANCE EXTENSION ELIGIBILITY**

For adoptees who do not qualify for a title IV-E-funded adoption assistance extension, a state-funded or TANF extension may be authorized to the age of 19, or high school graduation, or GED completion, or obtaining a certificate of completion for students receiving special education services whichever is earliest, if the child meets all of the following eligibility criteria:

- The adoptee is age 18 and has not completed high school or a GED program and has not obtained a certificate of completion for students receiving special education services.

- The adoptee is regularly attending high school, a GED program or a program for children with disabilities on a full-time basis and progressing toward achieving a high school diploma, certificate of completion or GED.

**Note:** An adoptee who is on a semester, summer, or other break, but was enrolled in school or a GED program or a program for children with disabilities on a full-time basis during the previous semester and will be enrolled after the break, is considered enrolled in school. Full-time means the child is regularly attending classes that are required of him/her to achieve a high school diploma, or a certificate of completion or a GED.

- The adoptee is not receiving SSI (Supplemental Security Income).

The Adoption Subsidy Office will determine if the funding source is state or TANF. TANF eligibility is determined based upon information obtained from the DHS-678, Annual Report/Status Change. A TANF-funded extension must be changed to state-funded once the child:

- Is no longer living in his/her adoptive parent(s) home but are continuing to provide support, or
- No longer meets TANF eligibility based upon information provided on the DHS-678, Annual Report/Status Change.

**Note:** The adoptive parent's information must be provided on the DHS-678, Annual Report/Status Change.

### **Non-Title IV-E Medicaid Eligibility**

Medicaid is not continued for adoptees over age 18 who are eligible for a state-funded adoption assistance extension, unless determined eligible for continuation by the Adoption Subsidy Office, based on the adoptee's medical needs and determination of care. If the adoptee is not eligible to continue Medicaid through the Adoption Subsidy Office, a Medicaid application may be made at the local DHHS office

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**ADOPTION MEDICAL  
SUBSIDY  
EXTENSIONS  
(STATE-FUNDED)**

A state-funded adoption medical subsidy extension may be authorized when:

- The child is eligible for a title IV-E-funded adoption assistance extension, **or**
- The adoptee is age 18 and has not completed high school or a GED program, and has not obtained a certificate of completion, and
- The adoptee is regularly attending high school, a GED program or a program for children with disabilities on a full-time basis and progressing toward achieving a high school diploma, certificate of completion or GED, and

**Note:** An adoptee who is on a semester, summer, or other break, but was enrolled in school or a GED program or a program for children with disabilities on a full-time basis during the previous semester and will be enrolled after the break, is considered enrolled in school. Full-time means the child is regularly attending the classes that are required of him/her to achieve a high school diploma, or a certificate of completion or a GED.

- The adoptee is not receiving SSI (Supplemental Security Income).

**EXTENSION  
DOCUMENTATION  
REQUIREMENTS**

The adoptive parent(s)/legal guardian(s) (if adoptive parent(s) is/are deceased) may request an extension by providing required documentation to the Adoption Subsidy Office. The appropriate application(s) and documentation forms will be provided to the adoptive parent(s)/legal guardian(s) (if adoptive parent(s) is/are deceased) with the termination letter prior to the child's 18th birthday. The required documentation must be received by the Adoption Subsidy Office within 30 calendar days following the child's 18th birthday. In all cases, an extension will not be granted if all of the required documentation is not received by the Adoption

Subsidy Office within 30 calendar days following the child's 18th birthday or 30 calendar days of the DHS-900, Adoption Assistance Extension Missing Documentation Notice, whichever is later.

**Title IV-E-Funded  
Adoption  
Assistance  
Extension  
Application**

In order for a determination of eligibility to be made for a title IV-E-funded adoption assistance extension, the following documents are required:

- DHS-1338, Adoption Subsidy Extension Application - Title IV-E Funded.
- DHS-54A, Medical Needs.

If an incomplete adoption assistance extension application is submitted to the Adoption Subsidy Office, the adoption subsidy specialist must respond using the DHS-900, Adoption Assistance Extension Missing Documentation Notice, within 30 calendar days of receipt of the application. The DHS-900, Adoption Assistance Extension Missing Documentation Notice, will clarify the documentation requirements and notify the adoptive parent(s) of any missing application or verification information. The adoptive parent(s) will have 30 calendar days from the child's 18th birthday or 30 calendar days from the date of the DHS-900, whichever is later, to provide the missing documentation.

**Non- title IV-E  
Funded Adoption  
Assistance and  
Adoption Medical  
Subsidy Extension  
Application**

To determine eligibility for a non-title IV-E funded adoption assistance and/or state-funded adoption medical subsidy extension, the following documents must be submitted to the Adoption Subsidy Office:

- DHS-1340, Adoption Subsidy Extension Application - State Funded.
- DHS-3380, Verification of Student Information.

- DHS-678, Annual Report-Status Change. This form provides information used in determining state or TANF funding.

Adoptive parents/legal guardian(s) (if adoptive parent(s) is/are deceased) are required to submit a new DHS-3380, if a child has not graduated by the date reported on the original DHS-3380. The new DHS-3380 is due 30 calendar days prior to the graduation date reported on the original DHS-3380.

### ***Home Schooling***

Adoptive parents/legal guardian(s) (if adoptive parent(s) is/are deceased) who are requesting an extension of the adoption assistance and/or medical subsidy for a child who is being educated at home must submit the following additional information to the Adoption Subsidy Office with the extension application:

A copy of the child's organized individual educational curriculum for the time period 9th grade through 12th grade. The individual education curriculum must include instruction in the subject areas of reading, spelling, mathematics, science, history, civics, literature, writing, and English grammar; See [www.michigan.gov/npshts](http://www.michigan.gov/npshts).

### ***Incomplete Application***

If an incomplete adoption assistance extension application is submitted to the Adoption Subsidy Office, the adoption subsidy specialist must respond using the DHS-900, Adoption Assistance Extension Missing Documentation Notice, within 30 calendar days of receipt of the application. The DHS-900, Adoption Assistance Extension Missing Documentation Notice, will clarify the documentation requirements and notify the adoptive parent(s)/guardian(s) of any missing application or verification information. The adoptive parent(s)/ legal guardian(s) (if adoptive parent(s) is/are deceased) will have 30 calendar days from the child's 18th birthday or 30 calendar days from the date of the DHS-900, whichever is later, to provide the missing documentation.

### ***Agreements***

Adoptive parents/legal guardian(s) (if adoptive parent(s) is/are deceased) are sent adoption assistance and/or adoption medical subsidy extension agreements which must be signed, witnessed, and returned to the Adoption Subsidy Office within 90 calendar days of the agreement issuance date. Adoption assistance and adoption medical subsidy payments begin after the adoption

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subsidy program manager or DHHS designee signs the extension agreement(s); see AAM 500, Agreement Procedures.

## TERMINATION OF EXTENSIONS

### State-Funded

For an adoptee over 18 years of age, a state-funded adoption assistance and/or adoption medical subsidy extension agreement shall terminate and will not be reinstated when one of the following occurs:

- The child is no longer attending high school, a GED program, or a program for children with disabilities on a regular, full-time basis.

**Note:** An adoptee who is on a semester, summer, or other break, but was enrolled in school or a GED program or a program for children with disabilities on a full-time basis during the previous semester and will be enrolled after the break, is considered enrolled in school. Full-time means the child is regularly attending the classes that are required of him/her to achieve a high school diploma, a certificate of completion or a GED.

- The child completes or withdraws from high school, a GED program or a program for children with disabilities.
- The child is still attending high school, a GED program or a program for children with disabilities on a full-time basis and reaches age 19.
- The child is receiving Supplemental Security Income (SSI) by the Social Security Administration.
- The adoptive parent(s) or legal guardian (state-funded following the death of an adoptive parent) is no longer providing any support to the child.

Adoptive parents or guardians must notify the Adoption Subsidy Office in writing within two weeks of any of the above changes. Recoupment procedures will be followed for overpayments.

**Title IV-E Funded**

For an adoptee over 18 years of age, a title IV-E funded adoption assistance and/or adoption medical subsidy extension agreement shall terminate and will not be reinstated when one of the following occurs:

- The child reaches age 19.
- The child is receiving Supplemental Security Income (SSI) by the Social Security Administration.
- The adoptive parent(s) is no longer providing any support to the child.

Adoptive parents must notify the Adoption Subsidy Office in writing within two weeks of any of the above changes. Recoupment procedures will be followed for overpayments.