

EFFECTIVE

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May 1, 2015.

Subject(s)

1. Education Services.
2. Young Adult Voluntary Foster Care.

**Educational
Services**

FOM 723, Educational Services

Each time a child moves placements, including initial placement or reunification, the case worker must transfer available school records to the new placement (foster parent, relative, parent etc.) This is anything that is available within the foster care case file, such as report cards, or IEPs. This must be completed at the time of placement or at least within two weeks of placement, replacement, or reunification. This must be documented that it was completed on the DHS-69 and within MiSACWIS.

At the end of each school year, the education portion of MiSACWIS must be updated to reflect grade advancement.

Special education information, including information regarding Individualized Education Plans (IEP) should be documented in MiSACWIS. This includes uploading a copy of the IEP into MiSACWIS.

Reason: Legislative requirement and Office of Child Welfare Policy and Programs recommendations

**Young Adult
Voluntary Foster
Care**

FOM 722-16, Young Adult Voluntary Foster Care

There has been an update regarding the payment procedure. There is no longer a Young Adult Extension Unit, and information now goes to the Child Welfare Funding Specialist (CWFS). Changes that affect a youth's funding eligibility must be reported by the caseworker to the CWFS within three business days.

Changes that must be reported to the CWFS include:

- The date a youth starts a grace period and the date the grace period is scheduled to end.

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- A youth’s living arrangement; for example, address changes, foster family license changes, CCI license changes, return to the biological parent’s home, incarceration.
- Changes in the youth’s family composition; for example, the youth has a child; there is a change in custody, the minor child moves in/out of the youth’s home.
- SSI/RSDI starting/stopping.
- Case closure.
- Caseworker change/agency change.

Changes must be reported via the DHHS-650-YA, Young Adult Voluntary Foster Care Checklist.

Federal guidelines require a judicial determination that remaining in foster care is in the youth’s best interests be made. If the order containing this finding is not signed by the judge or referee within 180 days of the date the youth signed the DHHS-1297, YAVFC Agreement, the youth is no longer eligible for the YAVFC Program and the case must be closed.

A school determines if a student is "enrolled" in the institution. Once the school no longer considers a youth enrolled, he/she begins the grace period.

There is no longer a required filing fee of \$150.00

Reason: Public Act 532 of 2014 and Office of Child Welfare Policy and Programs recommendations

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**MANUAL
MAINTENANCE
INSTRUCTIONS**

Changed Items ...

[FOM 722-16](#)
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