



Bulletin

NUMBER

#15-68-16

DATE

September 4, 2015

OF INTEREST TO

County Directors

Social Services Supervisors
and Staff

Tribal Social Services
Directors

Tribal Social Services
Supervisors and Staff

County Attorneys

Guardians ad Litem

Private Foster Care Agency
Directors, Supervisors and
Staff

Judges

ACTION/DUE DATE

Review and implement as
directed.

EXPIRATION DATE

September 4, 2017

Extended Foster Care for Youth Ages 18–21

TOPIC

Fostering Connections to Success and Increasing Adoptions Act of 2008 [Public Law 110-351], including foster care for youth ages 18–21.

PURPOSE

Update and reissue policy guidance regarding foster care for youth ages 18–21, including Title IV-E claiming, eligible settings, parenting youth, Northstar Care for Children, Education and Training Vouchers, vulnerable adults and amendments to state law.

CONTACT

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For questions about transition policy and services: Kathleen Hiniker, agency policy specialist, 651-431-4707, kathleen.a.hiniker@state.mn.us

SIGNED

JAMES G. KOPPEL
Assistant Commissioner
Children and Family Services Administration

TERMINOLOGY NOTICE

The terminology used to describe people we serve has changed over time. The Minnesota Department of Human Services (DHS) supports the use of "People First" language.

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I. Background

In September 2012, the Minnesota Department of Human Services re-issued instructions [DHS bulletin #12-68-22] that provided policy guidance on foster care for youth ages 18 – 21. The guidance was based on the Fostering Connections to Success and Increasing Adoptions Act of 2008 [Public Law 110-351] which was designed, in part, to improve the well-being of children and youth served by the public child welfare system.

This bulletin provides additional policy guidance on serving youth in extended foster care based on more than four years of implementation and practice. Instructions on making changes to case documentation in the Social Service Information System (SSIS) and Title IV-E claiming are also provided.

Below are the number of youth in extended foster care since the inception of this policy on Oct. 1, 2010:

Year	Total Number of Youth in Extended Foster Care	Number of Extended Foster Care Youth in Supervised Independent Living Settings
2010	1520	116
2011	1646	326
2012	1498	443
2013	1320	419
2014	1204	366

Data provided from “Minnesota Child Welfare” reports.

II. Eligibility for Extended Foster Care

To ensure youth have sufficient time to decide if they wish to remain in foster care beyond age 18, six months prior to the 18th birthday (age 17 ½) of a youth in foster care under Chapter 260C or 260D, agencies are required to provide notification of the availability of continued foster care benefits past age 18 to:

- Youth
- Youth’s parent(s) or legal guardian
- Guardian ad litem, and
- Foster parents.

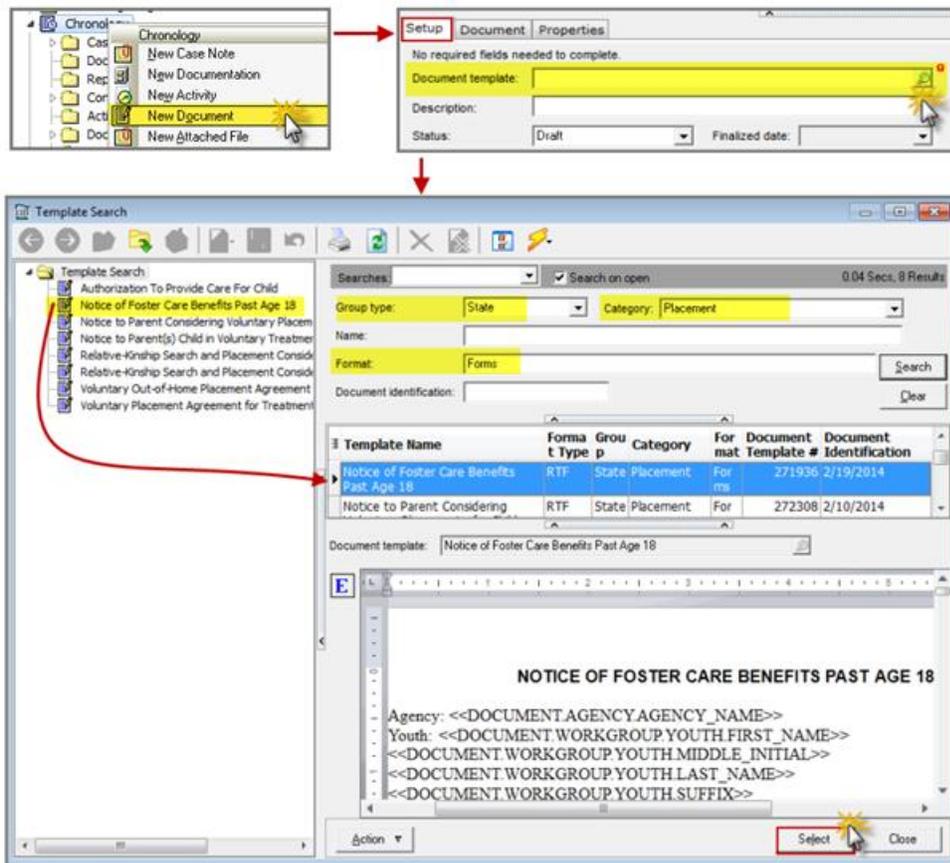
[Minnesota Statutes, section 260C.451, subdivision 1]

If a youth does not wish to remain in extended foster care, a personalized transition plan (as outlined in section III. Casework Requirements) must be developed and executed during the 90-day period immediately prior to their discharge.

The “Notice of Foster Care Benefits Past Age 18” form is in SSIS templates, as

indicated below:

1. From Chronology, access the Action menu and select **New Document**. The document Setup tab displays.
2. In the document template field, click on the Document Search icon. The Document Search displays in a new window.
3. Enter criteria (Group type is **State**, Category is **Placement**, and Format is **Forms**). Select **Search**; results display.
4. Find **Notice of Foster Care Benefits Past Age 18** and select it in the grid or the Treeview.
5. Click the **Select** button in the lower right corner of the document search window.
6. Complete the **Setup** tab. Review and print from the **RTF Document** tab.



Eligibility Criteria

Youth in foster care immediately prior to their 18th birthday may continue in foster care past age 18 if they desire to continue in foster care and are not able to return home, or otherwise achieve permanency prior to age 18. They **must** meet at least one of the following conditions on an ongoing basis.

A youth must be:

- Completing secondary education or a program leading to an equivalent credential such as a G.E.D.
- Enrolled in an institution that provides post-secondary or vocational education
- Participating in a program or activity designed to promote or remove barriers to employment
- Employed for at least 80 hours per month, or
- Incapable of doing any of the above activities due to a medical condition.

A youth only needs to meet one of the above in order to be eligible. An agency may not require a youth to meet multiple conditions to remain in care. However, it is always a good idea to have a back-up plan in the event a youth no longer meets their current eligibility requirement, such as dropping out of school or having work hours reduced.

Note: The eligibility requirement for post-secondary or vocational education includes the language “enrolled.” Youth may be enrolled in a four-year college, community college, vo-tech program, online classes, or other accredited post-secondary program, either full or part time.

Eligibility for Youth Placed Under 260D

Extended foster care provisions apply to 260D cases (i.e., children’s mental health and developmental disability). It may be that a youth placed under 260D is not competent to make the request to continue in foster care past age 18. In those situations, the agency may decide to pursue guardianship over the youth through probate court and placement would proceed accordingly.

If a youth placed under 260D is not expected to live independently in the community by age 21, then adult services, rather than extended foster care, should be pursued at age 18.

Eligibility for Youth Placed Under 260B

Agencies will not be reimbursed under Title IV-E and are not required to offer extended foster care to youth placed **solely** under 260B. There is no legal provision for this. If a youth under age 18 in placement under corrections does not have a safe home, or any home, to return to when their placement ends, the corrections officer, as a mandated reporter, should report the child protection or child welfare issues to social services. If warranted, a Child in Need of Protection or Services (CHIPS) petition [Minnesota Statutes, section 260C.001] should be filed to support meeting a child’s safety needs, ideally, concurrently with the planning that is occurring through corrections. This practice applies to all youth in placement under corrections; it is not limited to umbrella counties, or those with Title IV-E agreements between corrections and social services.

III. Casework Requirements

All ongoing casework responsibilities applicable to youth under age 18 in foster care continue for all youth in extended foster care. These requirements continue regardless of a youth's Title IV-E eligibility determination. Youth in extended care will be included in federal Child and Family Service Reviews.

Examples of ongoing casework requirements include:

- Annual permanency review hearing
- Out-of-home placement plan (including independent living plan)
- At least monthly face-to-face caseworker visits
- Administrative reviews (or court reviews) every six months
- Ongoing case documentation in SSIS
- Regular reviews and verification of eligibility conditions for each youth
- Transition planning (in accordance with section 475(5)(H) of the Social Security Act and Minnesota Statutes, section 260C.203(f).

Case Plans

Social workers have responsibility to collaborate with youth to create a case plan for extended care. A case plan:

- Includes the out-of-home placement plan and an independent living plan.
- Reflects the agency's ongoing duty to make reasonable efforts to implement a plan for supports and services for independent living.
- Documents a youth's incapacity to participate in school, employment, or vocational training due to a medical condition. The case plan must include written information that addresses the medical condition(s) and the youth's incapacity.
- Is updated when a change in eligibility occurs and at regular six-month intervals.

Discharge from Extended Foster Care

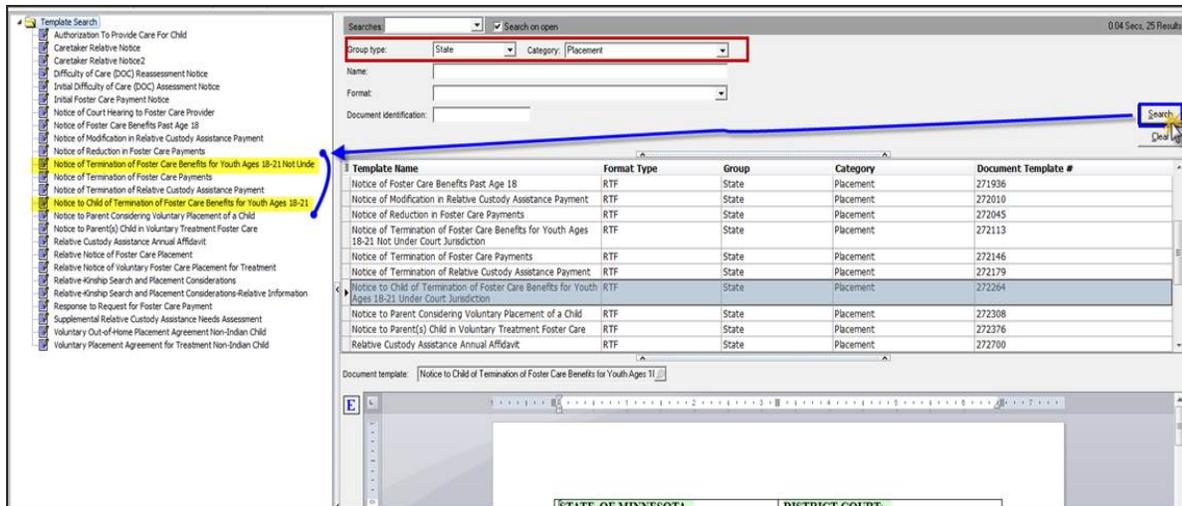
Youth who cease to meet one of the eligibility conditions after attaining age 18 may be discharged from foster care. Social workers should make efforts to engage youth in a planned discharge from foster care. Notice of termination of benefits and youth's right to appeal under Minnesota Statutes, section 256.045, must be given to youth. The responsible social service agency must give youth written notice that foster care will terminate 30 days from the date the notice is sent. The termination of benefits should be discussed in court.

[Minnesota Statutes, section 260C.451, subdivision 8]

The "Notice of Termination of Foster Care Benefits for Youth Ages 18 – 21" is in SSIS Documents, as indicated below:

1. From Chronology, access the Action menu and select **New Document**. The document Setup tab displays.

2. In the document template field, click on the Document Search icon. The Document Search displays in a new window.
3. Enter criteria (Group type is **State**, Category is **Placement**, and Format is **Forms**). Select **Search**; results display.
4. Find **Notice of Termination of Foster Care Benefits for Youth Ages 18 –21** and select it in the grid or the Treeview.
5. Click the **Select** button in the lower right corner of the document search window.
6. Complete the **Setup** tab. Review and print from the **RTF Document** tab.



90-day Transition Plan

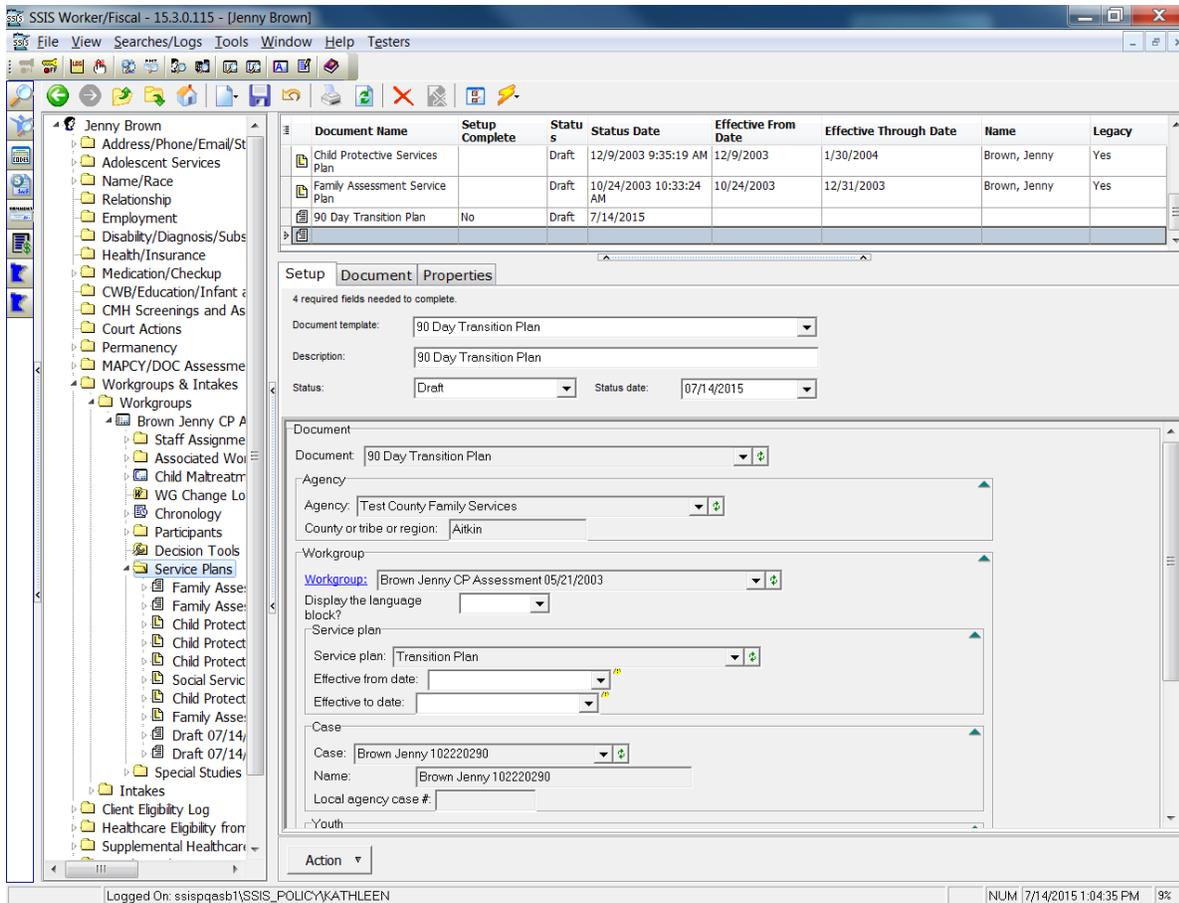
The Fostering Connections to Success and Increasing Adoptions Act of 2008 requires that, for youth who will be discharged from foster care at age 18 or older, the caseworker develop a personalized transition plan, as directed by youth. State procedures for implementing this requirement are in Minnesota Statutes, section 260C.203 (f). The transition plan must:

- Be executed during the 90-day period immediately prior to the date youth will be discharged.
- Be as detailed as youth may elect, and include specific options on housing, health insurance, education, local opportunities for mentors and continuing support services, work force supports and employment services. The agency must also provide youth with contact information if they need more information, or need help with a crisis situation through age 21.
- Include information on the importance of designating someone to make health care treatment decisions on behalf of a youth in foster care, if unable to do so and does not have or want a relative who would otherwise be designated under state law to make such decisions.
- Include information about how to execute a health care power of attorney, health care proxy, or other similar documents recognized under state law.

Note: In Minnesota, the procedure for designation of health care treatment decisions is called a Health Care Directive, governed by Minnesota Statutes, Chapter 145C. If youth want to pursue a Health Care Directive, a suggested form is available in Minnesota Statutes, section 145C.16.

The 90 Day Transition Plan is in SSIS Service Plans, as indicated below:

1. From Service Plans, access the Action menu and select **New State Service Plan**. The document Setup tab displays.
2. In the document template field, from the pull-down menu, select **90-day Transition Plan**.
3. Complete the **Setup** tab.
4. Click on the **Document** tab and complete the transition plan.



Note: Client on screen is fictional.

Verification

Social workers have responsibility to document that a youth remains eligible for extended foster care. Eligibility condition(s) for each youth must be included in the case plan and documented in SSIS (see section XI. Title IV-E Claiming). Verification of each eligibility condition (see Attachment A) must be maintained in a youth's case file. Ongoing verification is of particular importance for Title IV-E eligible youth.

IV. Legal Responsibility for Placement, Judicial Reviews and Determinations

Youth in extended foster care are adults for all purposes except the continued provision of foster care. The agency must have legal responsibility to place or maintain anyone over age 18 in foster care. When a youth is in extended foster care, there is a need for court reviews and judicial determinations.

Legal Responsibility for Placement

For youth who were under court jurisdiction prior to age 18 and continue in foster care:

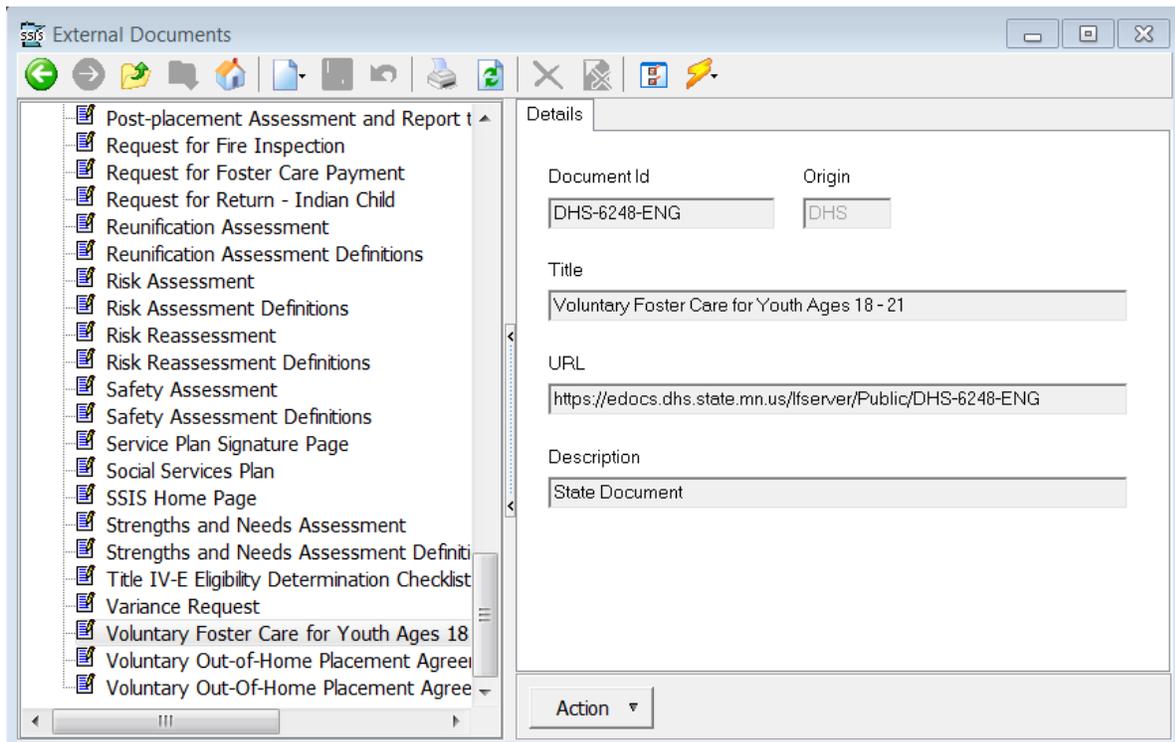
- Legal responsibility exists through court orders that continue court jurisdiction and indicates a youth continues in placement under legal responsibility of the county or tribal agency
- The court may continue jurisdiction to age 19 for any child already under court jurisdiction to:
 - (1) Protect the safety or health of an individual
 - (2) Accomplish additional planning for independent living, or for the transition out of foster care, or
 - (3) Support an individual's completion of high school or a high school equivalency program.
- An agency may also continue legal responsibility for youth remaining in foster care after age 18 by a voluntary placement agreement between an agency and youth.

For youth re-entering foster care after age 18, an agency obtains legal responsibility for a youth's placement through the voluntary placement agreement executed by both the agency and youth. When a youth is in foster care pursuant to a voluntary foster care agreement between the agency and a youth, and a youth is not already under court jurisdiction, the agency is required to:

- File a motion to reopen the juvenile protection matter where the court previously had jurisdiction over a youth. This must be done within 30 days of a youth and the agency executing the voluntary placement agreement, and must ask the court to review a youth's placement in foster care to find that the placement is in the best interests of a youth.
- File the out-of-home placement plan for a youth with the motion to reopen jurisdiction. The court will conduct a hearing within 30 days of an agency's

motion to reopen the matter and, if the court finds that placement is in the best interest of a youth, the court will conduct at least annual reviews of a youth's placement for as long as they continue in foster care.

A unique voluntary placement agreement has been developed for youth in extended foster care and is found in SSIS, as shown below:



Judicial Reviews and Determinations

When a youth is in continuous foster care, the court must conduct court reviews of reasonable efforts to finalize the permanency plan for a youth at least every 12 months. An agency must ask the court to review and make findings on the agency's reasonable efforts to:

- Ensure that foster care is the best legal arrangement for a youth, or whether there is another legal option that would better meet the needs of a youth for a life-long family
- Assist youth in building life-long relationships with family, siblings, and other caring, safe and supportive individuals
- Plan with youth to utilize supports and services that develop the necessary set of skills for successful independence after foster care.

Reasonable Efforts

Reasonable efforts to finalize an agreed-upon permanency plan include working with youth to ensure that foster care is the best legal arrangement for them, and assisting them in

building life-long relationships with family, siblings, and other caring, safe and supportive individuals.

Youth under Tribal Jurisdiction

Counties are financially responsible for the cost of out-of-home placement for Indian youth who stay in foster care up to age 21 under the jurisdiction of a Minnesota tribal court pursuant to Minnesota Statutes, section 260.771, subdivision 4, and Minnesota Statutes, section 260C.007, subdivision 4. Effective August 1, 2015, the Minnesota Indian Family Preservation Act, section 260.775, subdivision 8, is amended to include Indian youth up to age 21 in the definition of Indian child.

Counties may be financially responsible for the cost of foster care for an Indian youth who is over age 18 and has requested to re-enter foster care if the youth is eligible under Minnesota Statutes, section 260C.451, subdivision 6. Counties are encouraged to work with an Indian youth and their tribe to develop a plan for successful transition to adulthood.

For children covered under a tribal/state Title IV-E agreement, the tribe is responsible for providing youth with the opportunity to remain in foster care past age 18. This includes developing a plan for services and supports that encourages continued development of independent living skills and life-long connections for a youth with family, community, and their tribe. The tribe and county of financial responsibility should work together to ensure Title IV-E reimbursement for eligible costs.

Tribes participating in the American Indian Child Welfare Initiative under Minnesota Statutes, section 256.01, subdivision 14b, are responsible for the cost of foster care for youth who continue or re-enter foster care after age 18. Federal Title IV-E reimbursement is available for eligible costs.

V. Extended Foster Care Settings

Youth ages 18 – 21 may continue in a traditional foster care setting or live in a supervised setting where they are living independently. The goal is for youth to transition to the least restrictive placement in preparation for exiting foster care.

Note: Youth in extended foster care must be in a foster care setting, which includes supervised independent living settings. Consistent with requirements of the independent living plan, the court shall review a youth's progress toward, or accomplishment of, goals including affordable housing with necessary supports, which does not include a homeless shelter, and an alternative affordable housing plan, which does not include a homeless shelter if the original housing plan is unworkable.

[Minnesota Statutes, section 260C.203 (e)(2)]

Traditional Foster Care Settings

Child foster care license holders caring for persons over age 18, but under age 21, may do so without a variance. A challenge for foster parents is how to parent a youth who is legally an adult. There should be ongoing conversations between the youth and foster parents around expectations and responsibilities, such as house rules, curfews and chores.

[“Guidelines for Shared Living Agreement between Caregiver and Non-minor Dependents”](#) is a tool that may provide guidance for developing a shared understanding between a caregiver and an adult foster youth.

Supervised Independent Living Settings

Agencies have an opportunity to develop a range of supervised independent living settings for youth which can include:

- Apartments
- Dorms
- Host homes.

Pursuant to Minnesota Statutes, section 260C.212, subdivision 2, the particular foster care setting, including supervised independent living settings for youth, shall be selected based on a youth’s best interest, and an individual determination of their needs. A significant part of selecting the placement setting is the assessment of a youth’s needs, goals and personal preference. When considering a supervised independent living setting, an assessment should consider the following factors:

- Does a youth have a feasible financial plan? Can youth afford identified housing? Does the youth have stable income?
- Does a youth have knowledge of financial skills, such as budgeting and managing money?
- Is a youth developmentally ready to handle daily tasks on their own, such as grocery shopping, preparing meals, self-care, paying bills and transportation?
- Is a youth able to handle independence, such as waking up in time for work or school, able to follow rules and generally have good decision-making skills?

Note: No standard assessment tool is required. [The Casey Life Skills Assessment](#) is one suggested assessment tool.

Supervised independent living settings are not required to be licensed, but in order to ensure appropriate supervision, a minimum of one face-to-face visit each month is required. Youth have the right to reside out of county or out of state and still qualify for extended foster care benefits. If distance is a factor in meeting the monthly face-to-face requirement, an agency may:

- Request the host county provide courtesy supervision
- Request the receiving state provide supervision under the Interstate Compact on the Placement of Children, according to Regulation 3, subpart 1, part b.

Note: The host counties or receiving states are not required to provide such supervision. Monthly visits still need to occur between the agency and youth even if the host county or receiving state refuses to provide supervision.

Adult Foster Care Settings

If deemed appropriate, youth in extended foster care may be placed in an adult foster care setting. However, Title IV-E funds may not be used, as adult foster care settings do not meet Title IV-E basic standards, such as Adam Walsh background checks. Youth may have their supervised independent living setting be in an adult foster care home; however, they will be considered a boarder in the home and payment for the setting will need to be paid directly to a youth.

Group Residential Housing (GRH) Settings

Group Residential Housing funds cannot be used to pay for a youth in extended foster care, as these settings do not meet Title IV-E basic standards, such as Adam Walsh background checks. Minnesota Statutes, section 260C.451, subdivision 4, requires that youth in extended foster care need to receive the basic maintenance payment and assess a supplemental payment and that income cannot be used to pay for a placement. As with youth under 18, foster care funding needs to pay for extended foster care placement. Youth may have their supervised independent living setting be in a GRH setting; however, they will be considered a boarder in the home and payment for the setting will need to be paid directly to a youth.

VI. Extended Foster Care Maintenance Payments

All youth in extended foster care remain eligible for foster care maintenance payments. The foster care maintenance payment includes the basic foster care rate and an assessed supplemental rate. The process and items covered by the foster care maintenance payment remains the same as a foster child of any age, consistent with Minnesota Rules, parts 9560.0650 to 9560.0670. The basic rates and tools used to assess the supplemental rate will differ depending if a youth is in Northstar Foster Care or Pre-Northstar (Legacy) Foster Care.

Northstar Foster Care

Agencies must pay the basic maintenance rate for youth in extended foster care under Northstar Care for Children, which under current rates is \$790 per month. In addition, the Minnesota Assessment of Parenting for Children and Youth (MAPCY) must be completed to determine if there will be a supplemental rate. For youth in extended foster care living in a traditional foster care setting, the MAPCY Youth Tool should be used. For those living in a supervised independent living setting, the MAPCY EFC – SIL Tool should be used. For additional information on Northstar Care, refer to the following resources: [Bulletin #15-68-02 –“Northstar Care for Children Uniform Assessment Tool”](#),” [Northstar Care for Children](#)

[Practice Guide](#)”, [“Minnesota Assessment of Parenting for Children and Youth Practice Guide”](#).

Legacy Foster Care

Agencies must pay the basic maintenance rate for youth in extended foster care under Legacy, which is \$25.84 per day. In addition, the difficulty of care assessment must be completed to determine if there will be a supplemental rate. The difficulty of care supplement may be tied to a non-disability issue such as a youth’s need for transportation to work or school. If youth are in a traditional foster home under Legacy foster care and move to a supervised independent living setting, they will move from Legacy to Northstar Care. Their basic rate will change from \$25.84/day to \$790/month, and a MAPCY will need to be completed to determine the supplemental rate.

Parenting Youth

In cases where a foster youth is a parent placed with their child in the same foster home, facility or supervised independent living setting, the foster care maintenance payment must be assessed to cover the cost of the youth’s child. Under Legacy foster care, the difficulty of care assessment should be used to determine the supplemental payment rate for the youth and their child. Under Northstar Care, the Young Parent Domain in both the MAPCY Youth and EFC – SIL Tools will determine the supplemental payment rate for a youth and their child.

Payment

Youth in a supervised independent living setting will not have a direct caregiver to provide food, clothing, shelter, daily supervision, school supplies, personal incidentals or reasonable travel for home visits or school stability. In these situations, an agency may pay all or part of the foster care maintenance payment directly to a youth. For example, an agency may decide to pay a landlord directly and provide the remainder of the maintenance payment directly to a youth for food and other needed items. Multiple vendors can be set up in SSIS for this situation. This flexibility allows an agency to help youth adjust to independent living and learn to budget and pay bills.

VII. Exit and Return to Care after Age 18

Under certain conditions, youth over age 18 may request to return to care after being discharged from placement at age 18 or older. The request to return to care should be made to the county or tribal social service agency that was responsible for a youth’s placement and care immediately prior to discharge.

The following apply to youth who request to return to care:

- Youth who left foster care while under guardianship of the commissioner of the Minnesota Department of Human Services (state wards) retain their ability to

- return to foster care at any time between 18 – 21, if they commit to meeting one of the eligibility criteria
- Other youth previously in placement the six consecutive months prior to their 18th birthday, or who were discharged while on runaway status after age 15, may return to care between the ages of 18 and 21 “to the extent funds are available”
 - Notice of denial of benefits and youth’s right to appeal under Minnesota Statutes section 256.045 must be given to a youth who requests to return to care and is denied.

Local agencies are encouraged to develop policy on their ability to support non-state-ward youth who request to return to care based on available funding. If an agency determines it does not have funds available to allow a youth to return to care, a specific plan must be developed that relates to a youth’s vocation, education, social or maturational needs.

[Minnesota Statutes, section 260C.451, subdivision 6]

The ability of youth, who were under tribal care and responsibility at discharge, to return to extended foster care is dependent on a tribe’s code and practice.

VIII. Health Care Eligibility

Title IV-E eligible youth in extended foster care are automatically eligible for Medical Assistance (MA). Workers should follow current MA policy for youth receiving Title IV-E foster care benefits. ([See Health Care Programs Manual 03.25.20 – “Medical Assistance \(MA\) for Children in Foster Care.”](#))

MAXIS allows approval of Title IV-E eligibility type “25” for youth in extended foster care. Workers should approve MA with eligibility type “25” when notified of a determination that a youth is Title IV-E eligible.

Automatic MA eligibility begins effective the first day of the month in which Title IV-E eligibility begins. Automatic MA eligibility ends effective the first of the month after a youth’s Title IV-E eligibility ends, or the first of the month after attaining age 21.

Youth in extended foster care who do not qualify for Title IV-E are not automatically eligible for MA. They must meet an MA basis of eligibility (child under 21, pregnant, or disabled), and all MA eligibility requirements associated with that basis if they are not Title IV-E eligible.

Affordable Care Act

Effective January 1, 2014, the Affordable Care Act extended Medical Assistance benefits to youth leaving foster care on or after their 18th birthday, to age 26. To extend MA benefits for former foster care youth, the Affordable Care Act created a new MA eligibility category.

To qualify, youth must meet the following criteria:

- Under age 26
- Was in foster care in Minnesota
- Had foster care end at age 18 or older, and
- Was enrolled in MA or MinnesotaCare at the time foster care ended.

Youth who meet the criteria, and who are not otherwise eligible for MA as a child under age 21, a pregnant woman, a parent or a person who receives Supplemental Security Income (SSI) and is blind or has a disability, qualify for MA as a former foster care youth through the month of their 26th birthday.

The former foster care category of MA includes individuals who turned 18, or aged out of foster care prior to January 1, 2014. The former foster care category of MA does not include individuals:

- Who were in foster care in another state
- Whose foster care in Minnesota ended for reasons other than aging out at age 18 or older.

The department issued [Bulletin #14-68-05](#) for guidance on MA to age 26.

IX. Education and Training Vouchers

Youth in extended foster care are eligible to receive Education and Training Vouchers (ETVs). However, ETVs cannot pay for items which the foster care maintenance payment covers, such as housing and food. For youth in extended foster care, ETVs can be used to pay for tuition, fees, books, computers, etc. For additional information, see the [ETV Expense Guidelines](#).

For additional information on ETVs, contact Jill Von Holtum, ETV coordinator at jill.von.holtum@state.mn.us, or the [ETV website](#).

X. Vulnerable Adult Requirements

The definition of vulnerable adult is found in Minnesota Statutes, section 626.5572, subdivision 21, and includes the following:

- (a) "Vulnerable adult" means any person 18 years of age or older who:
 - (1) Is a resident or inpatient of a facility.

The definition of facility is found in Minnesota Statutes, section 626.5572, subdivision 6, and includes the following:

- (a) "Facility" means ... a facility or service required to be licensed under chapter 245A.

Based on these definitions, all individuals age 18 years and older who are placed in child foster care are considered vulnerable adults. Therefore, all child foster care programs serving individuals in this age range must comply with vulnerable adult requirements.

Forms in licensure packets that are used to meet some requirements in adult foster care programs may also be used by child foster care providers in order to meet some of the requirements. Forms to complete a program abuse prevention plan and individual abuse prevention plans are located in section D of the packet – D5, D6, and D13. The additional requirement for program policies and procedures must be developed by the license holder.

Below is a link to online vulnerable adult training:

<http://registrations.dhs.state.mn.us/WebManRpt/>

XI. Title IV-E Claiming

Title IV-E claims are permissible for youth ages 18 up to 21 who meet Title IV-E foster care eligibility and claiming requirements. All Title IV-E eligibility requirements that apply to children under age 18 apply to youth in foster care past age 18. In addition, youth in foster care past age 18 must meet at least one of the eligibility conditions as outlined in Section II. Eligibility for Extended Foster Care.

Title IV-E Eligibility Determination

A child or youth's Title IV-E foster care eligibility is always determined at the beginning of their continuous placement episode. A new Title IV-E foster care eligibility determination should not be completed for a youth placed in foster care prior to age 18 who remains in continuous placement past age 18. A new Title IV-E foster care eligibility determination, based solely on youth without regard to the parents, legal guardians, or others in the home from which a youth was removed as a younger child, should be completed when a youth exits care and later re-enters care.

General Claiming Requirements

General requirements to claim Title IV-E funds for 18–21-year-old youth in foster care are as follows:

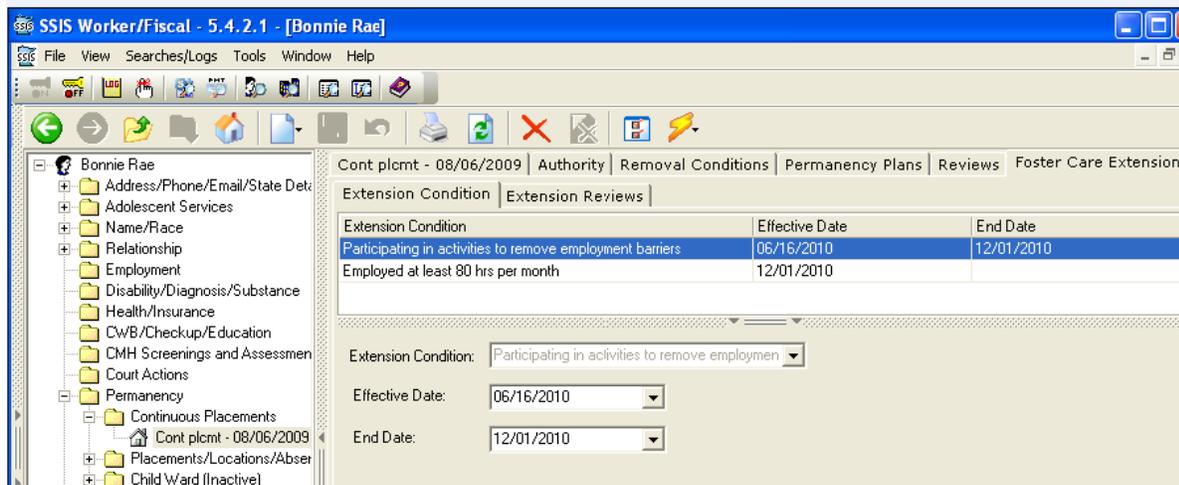
- Documentation of basic Title IV-E eligibility factors in SSIS and MAXIS, and maintenance of associated verifications in youth's case file
- Ongoing documentation in SSIS and MAXIS of at least one of the eligibility conditions, and maintenance of associated verification(s) in youth's case file
- Continued responsibility for placement and care of youth assigned to the county social service agency, or an agency with which the Minnesota Department of Human Services or county social service agency has a Title IV-E agreement
- Placement in a Title IV-E eligible foster care setting (unlicensed supervised independent living settings are included as Title IV-E eligible foster care settings)

- Reasonable efforts to finalize permanency judicial determinations at least every 12 months
- A one-time judicial determination to the effect that placement is in a youth's best interest within 180 days of placement, for those whose initial placement authority for the current placement episode is a voluntary placement agreement.

For more detailed information about Title IV-E foster care eligibility determinations and claiming for this population, contact the eligibility determination trainer in your region.

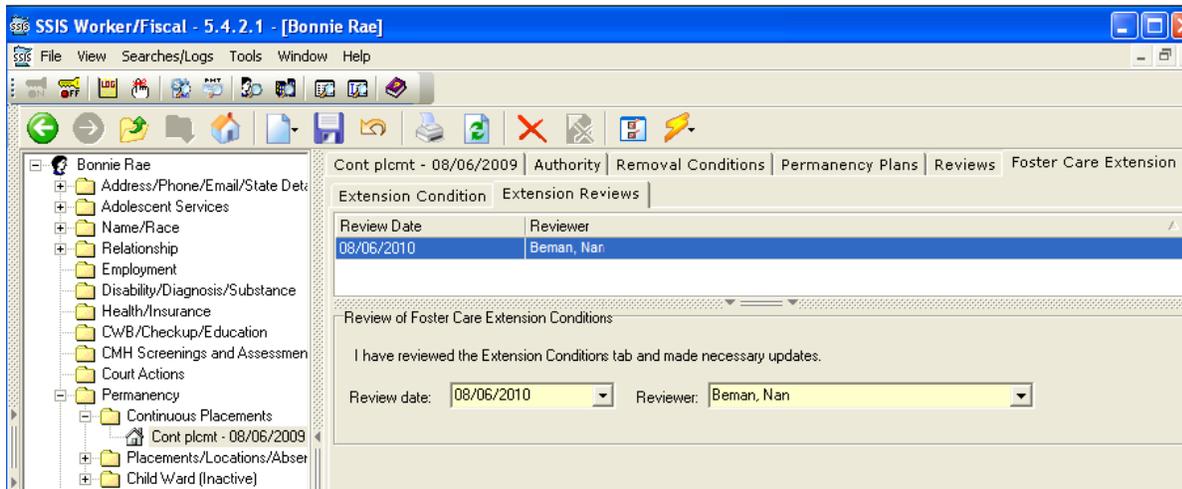
Documentation in SSIS

SSIS requires entry of foster care extension conditions for youth ages 18 and older on the continuous placement. To enter the condition or conditions that apply to a youth, click on the Foster Care Extension/Extension Condition tab, then click on the Action button to create a new Foster Care Extension Condition. Choose the appropriate conditions in the dropdown menu.



Note: Client on screen is fictional

The status of conditions should be reviewed and updated in SSIS whenever they change, and at regular six-month intervals. Click on the Foster Care Extension/Extension Reviews tab, then click on the Action button for new Foster Care Extension Conditions Review.



Note: Client on screen is fictional

Document the date the conditions entered in SSIS were checked for accuracy and corrections completed, as needed.

Documentation in MAXIS

For a Title IV-E eligible child turning age 18 and remaining in foster care, social workers will document the specific extension condition(s) and effective date in SSIS (Foster Care Extension Condition tab). Information about continued eligibility (Y/N) and the effective date will be interfaced to MAXIS from SSIS using the Title IV-E Eligibility Submission Worksheet and completing a new submission to MAXIS. The data will be displayed in INFC/SSIS. The MAXIS worker will manually enter the data regarding continued eligibility (Y/N) and the effective date into the STAT/FCPL panel to generate new Title IV-E results to either continue Title IV-E eligibility, or to terminate Title IV-E eligibility.

For youth re-entering foster care after age 18, MAXIS workers should follow the procedures in POLI/TEMP sections: TE14.18 CLAIMING TO AGE 21 and TE14.14 IV-E FOSTER CARE – PROBLEM/WORKAROUND PART 1.

Americans with Disabilities Act (ADA) Advisory

This information is available in accessible formats for people with disabilities by calling (651) 431-4670 (voice) or by using your preferred relay service. For other information on disability rights and protections, contact the agency's ADA coordinator.

**Extension of Foster Care for Youth Ages 18-21
Conditions, Examples and Recommended Verifications**

Condition	Example	Recommended Verification
Completing secondary education or a program leading to an equivalent credential	Enrollment in traditional high school	Initially: Written verification of enrollment from the institution/program
	Enrollment in alternative high school	Ongoing: Confirmation of class schedules at beginning of semester/session/grading period, copy of grades or progress at the end of semester/session/grading period, registration information, copy of tuition payment, copy of program payment
	Enrollment in online high school	
	Enrollment in General Educational Development (GED) program	
	Enrollment at alternative learning center	
	Enrollment in High School Equivalency Diploma (HSED) program	
	Homeschool, if approved as required	
Enrolled in an institution which provides postsecondary or vocational education	Enrollment at a college or university	Initially: Written verification of enrollment
	Enrollment at a tribal college	Ongoing: Confirmation of class schedules at beginning of semester/session/grading period, copy of grades or progress at the end of semester/session/grading period, copy of tuition payment, copy of program payment
	Enrollment at a technical college	
	Enrollment at a vocational education program	
	Enrollment at an online college, university or vocational education program	
	Enrollment at a "trade" school/program (e.g. Aveda Institute)	
Participating in a program or activity designed to promote or remove barriers to employment	Attending workshops through Workforce Center	Written verification from program/activity that includes description of program/activity and its duration (e.g. six-week program)
	Utilizing other Workforce Center services	
	Job coaching	
	Taking driver's education	
	Attending classes on job skills	
	Working with a case manager on job skills	
Employed for at least 80 hours per month		Pay stubs, written verification from employer, work schedule
Incapable of doing any of the above activities due to a medical condition	Physical, emotional, developmental, or social disability	Professional medical documentation of condition and its effect on youth's participation in the above activities
	Chronic medical condition (e.g. cancer)	
	Acute medical condition (e.g. mononucleosis)	