Mike DeWine, Governor Kimberly Hall, Director

#### April 11, 2019

### Family, Children and Adult Services Manual Transmittal Letter No. 412

**TO:** Family, Children and Adult Services Manual Holders

**FROM:** Kimberly Hall, Director

**SUBJECT:** Amendment of Title IV-E Foster Care Maintenance Rules

This letter transmits amended rules for Title IV-E foster care maintenance. The following rules were reviewed in accordance with section 106.031 of the Revised Code, which requires the review of all state agency rules within a five-year period. The rules will be effective May 1, 2019.

OAC 5101:2-47-01 entitled Administration of the Title IV-E Foster Care Maintenance Program. This rule sets forth the objectives, goals and responsibilities for the administration of the Title IV-E Foster Care Maintenance (FCM) program. The JFS 01975 "Annual Foster Care Maintenance and Adoption Assistance Survey" is no longer being used. A new paragraph (M) explains that the foster care maintenance per diem information to establish reimbursement ceilings will be taken from the statewide child welfare information system (SACWIS). Minor changes to language for clarity.

OAC 5101:2-47-17 entitled Foster care maintenance program reimbursability: Reimbursements for FCM and child care for public foster homes, relative homes, and prefinalized adoptive homes. Minor changes to language for clarity.

OAC 5101:2-47-18 entitled Foster care maintenance program reimbursability: Reimbursements related to the difficulty of care needs of a child placed in a foster home, relative home, or prefinalized adoptive home. This rule outlines the requirements for services authorized for children who have special, exceptional or intensive needs that required special parenting. Minor changes to language for clarity.

OAC 5101:2-47-19 entitled Foster care maintenance program reimbursability: Reimbursements, Graduation Expenses and Personal Incidentals. This rule outlines the requirements for reimbursements for graduation expenses and personal incidentals. Paragraph (J) was updated to require receipts and invoices be made available upon request. Minor changes to language for clarity.

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## INSTRUCTIONS:

The following chart shows what materials should be inserted into the Family, Children and Adult Services Manual (FCASM).

LOCATION	REMOVE AND FILE AS OBSOLETE	INSERT/REPLACEMENT
MANAGEMENT AND ADMINISTRATION	5101:2-47-01	5101:2-47-01
	5101:2-47-17	5101:2-47-17
	5101:2-47-18	5101:2-47-18
	5101:2-47-19	5101:2-47-19

# 5101:2-47-01 Administration of the Title IV-E foster care maintenance <u>FCM</u> program(FCM).

- (A) The primary objectives of the Title IV-E FCM program are:
  - (1) To reduce the number of children removed from their own homes for placement and placed in substitute care.
  - (2) To improve the quality of care provided to children placed in substitute care.
  - (3) To return children from substitute care to their own homes as soon as possible.
  - (4) To facilitate the adoption of or other permanent placement for those children who cannot return to their own homes.
- (B) The Ohio department of job and family services (ODJFS) is committed to ensuring the maximum number of children receiving assistance under the Title IV-E foster care maintenance (FCM) FCM program at any time, who will remain in foster care after having been in such care for more than twenty-four months, is no more than twenty per cent of the total number of children who are reported in foster care during the preceding calendar year.
  - (1) The total number of children who are in foster care shall be determined from data collected by ODJFS in accordance with 45 C.F.R. 1355.40 (01/2012 12/2016).
  - (2) This goal will be achieved by periodic monitoring and evaluation by ODJFS of <u>Title IV-E</u> agency case records and reports to ODJFS, with full realization no child eligible to receive assistance under the requirements of the Title IV-E program may be denied assistance on the basis of this goal.
- (C) The Title IV-E agency is responsible for the administration of the (FCM) FCM program. The Title IV-E agency may claim administrative expenditures for reimbursement only if Title IV-E FCM is a direct responsibility of the Title IV-E agency. The Title IV-E agency having responsibility for the placement and care of the child shall:
  - (1) Ensure the proper administration of funds, allocated or reimbursed.
  - (2) Determine eligibility for FCM program services.
  - (3) Maintain a separate FCM case record for each program eligible child in the legal responsibility of the Title IV-E agency.
  - (4) Assure that each child who has attained the minimum age for compulsory school attendance receiving FCM reimbursement is a full-time elementary or

secondary school student. Full-time elementary or secondary school attendance includes the following:

- (a) A child is enrolled, or in the process of enrolling in an institution providing elementary or secondary education.
- (b) A child is instructed in elementary or secondary education at home in accordance with the home school law of the state where the home is located.
- (c) A child in an independent study elementary or secondary education program in accordance with the law of the state where the program is located, which is administered by the local school or school district.
- (d) A child is incapable of attending school on a full-time basis due to the medical condition of the child, and the incapability is supported by regularly updated information in the case plan of the child.
- (5) Facilitate service planning and provision of services under the FCM program. Service planning and provision of services shall include but are not limited to:
  - (a) Placement prevention efforts.
  - (b) Determining the appropriateness of placement.
  - (c) Ensuring all procedural safeguards are provided.
  - (d) Case management.
  - (e) Family reunification efforts.
  - (f) Providing support to the child's caregivers.
  - (g) Discharge planning.
  - (h) Independent living.
  - (i) Referral to other programs as required or necessary, which include, but are not limited to supplemental security income (SSI), Title IV-D, Ohio works first, Title XIX (medicaid) and Title XX (social services block grant).
- (D) Program eligibility and program reimbursability shall be concurrently achieved before Title IV-E FCM reimbursement for a child may be issued.

- (1) "Program eligible" means both:
  - (a) The child met the ADC-relatedness standards, in effect on July 16, 1996 when he or she entered placement, as required in rules 5101:2-47-12, 5101:2-47-14 and 5101:2-47-14.1 of the Administrative Code.
  - (b) The Title IV-E agency is legally responsible for the child's care in accordance with rule 5101:2-47-13 of the Administrative Code.
- (2) "Program reimbursable" means federal financial participation (FFP) is available for a child meeting the requirements set forth in rules 5101:2-47-13, 5101:2-47-16, and 5101:2-47-22 of the Administrative Code.
- (E) Reimbursements for FCM shall be at the current rate of federal financial participation (FFP). The Title IV-E agency is responsible for the nonfederal share of all basic FCM payments made by the agency. Local or state funds may be used as the agency's match for the nonfederal share. FFP is available for a portion of the maintenance costs of program eligible and reimbursable children placed in substitute care.
- (F) Maintenance costs include the following:
  - (1) Food.
  - (2) Clothing.
  - (3) Shelter.
  - (4) Daily supervision.
  - (5) School supplies.
  - (6) Personal incidentals.
  - (7) Liability insurance with respect to the child.
  - (8) Reasonable cost of travel for the child's visitation with family or other caregivers.
  - (9) Reasonable cost of travel for the child to remain in the school the child was enrolled prior to placement in foster care.
  - (10) In the case of residential facility care, the reasonable costs of administration and operation of such facility as are necessary and required to provide the maintenance costs.

(G) The Title IV-E agency is responsible for the nonfederal share of certain medicaid administrative costs for children in it's care and Title IV-E administrative and training costs.

- (1) Title IV-E administrative costs are subject to the requirements of rule 5101:9-6-28 of the Administrative Code. Administrative costs charged to Title IV-E shall not be charged concurrently to another federal program. Reimbursement shall be at the prevailing FFP.
- (2) FFP is available for a portion of the administrative costs associated with program eligible and reimbursable children placed in substitute care.
- (3) Administration costs include the following:
  - (a) Overhead costs associated with administering the Title IV-E program.
  - (b) The costs of providing case management.
  - (c) The costs of travel for the child's judicial or case review.
- (4) To claim reimbursement for Title IV-E administrative costs, each Title IV-E agency shall participate in the social service random moment <u>sample -study</u> (SSRMS) and child welfare random moment sample (CWRMS) time studies as described in rule 5101:9-7-20 of the Administrative Code.
- (H) Training costs are chargeable to Title IV-E. Training shall be related to child welfare services and charged in proportion to the percentage of Title IV-E eligible children. Reimbursement for training costs will be at the prevailing FFP. Training costs include:
  - (1) Salary.
  - (2) Travel to training.
  - (3) Per diem.
  - (4) Costs associated with a worker engaged in or preparing for training, either as a trainer for other agency staff or a trainee.
- (I) A child receiving Title IV-E FCM reimbursements is eligible for Title XIX and Title XX services in the state he or she resides, regardless of whether it is the same state making the FCM reimbursement.

(J) A child for whom an FCM reimbursement is received shall be placed in the least restrictive, most family-like setting available and in close proximity to the parental home, consistent with the best interests and special needs of the child.

- (K) The Title IV-E agency shall submit the following information to ODJFS:
  - (1) The "Children Services Statistical Report" in the statewide automated child welfare information system (SACWIS).
  - (2) The JFS 02820 "Children Services Quarterly Financial Statement" (rev. 10/2011) and if applicable, a JFS 02827 "CFIS Local Agency Quarterly Financial Statement" (rev. 10/2011).
  - (3) The JFS 01975 "Annual Foster Care Maintenance and Adoption Assistance Survey" (rev. 2/2007) by March first of each year.
    - (a) The JFS 01975 shall be certified as true and correct by the director or executive secretary, as appropriate, of the agency.
    - (b) The Title IV-E agency shall keep ODJFS advised of any changes in these rates through the submission of a revised JFS 01975.
- (L) If the Title IV-E agency fails to comply with paragraphs (G), (H) and (K) of this rule, then compensation for Title IV-E administrative and training reimbursement will be decreased or delayed.
- (M) The Title IV-E agency should review/update in the statewide automated child welfare information system (SACWIS) for all foster care maintenance per diems by the end of the state fiscal year (June thirtieth). The data in SACWIS will be considered in establishing statewide foster care maintenance reimbursement ceilings and maximums effective the beginning of the following federal fiscal year (FFY) which begins on October first each year.
- (M)(N) Cost reporting and reimbursement procedures contained in Chapters 5101:9-7 and 5101:2-47 of the Administrative Code shall apply with regard to the Title IV-E program. Expenditures are subject to audit and audit findings. Findings due to agency error will result in recovery of funds against the agency.
- (N)(O) The JFS 02911 "Title IV-E Single Cost Report" (rev. 7/2013 8/2018) is subject to audit and audit findings whether submitted by public or private agencies. Any overpayment or underpayment of federal funds to the Title IV-E agency due to adjustments of cost report amounts as a result of an audit, shall be recovered or paid to the Title IV-E agency utilizing the public or private agency's services.

Effective: 5/1/2019

Five Year Review (FYR) Dates: 1/31/2019 and 05/01/2024

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04/08/2019

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5101:2-47-17

<u>Title IV- E Foster foster</u> care maintenance <u>(FCM)</u> program reimbursability: Reimbursements for FCM and child care for public foster homes, relative homes, and pre-finalized adoptive homes.

- (A) Uniform statewide standards for foster care maintenance (FCM) FCM minimum and maximum reimbursement amounts for public foster homes, relative homes licensed as foster homes and pre-finalized adoptive homes that continue to receive Title IV-E FCM reimbursements have been established by the Ohio department of job and family services (ODJFS). These amounts shall be updated annually by the issuance of a "Family, Children and Adult Services Procedure Letter" and are the minimum and maximum amounts that can be authorized for Title IV-E FCM reimbursements for a child placed in the substitute care settings.
  - (1) If there is a difference between the statewide maximum reimbursement amount and a higher Title IV-E agency payment amount, the Title IV-E agency shall supplement payments without benefit of federal financial participation (FFP) under Title IV-E.
  - (2) If there is a difference between the statewide minimum reimbursement amount and a lesser Title IV-E agency payment amount, the Title IV-E agency shall not claim Title IV-E FCM funds to support the placement of the child.
- (B) <u>FCM Reimbursements reimbursements</u> for employment-related child care and child care when the foster parent is required to participate, without the child, in activities associated with parenting a child in foster care that are beyond the scope of ordinary parental duties may be authorized for a FCM <u>eligible reimbursable</u> child placed in a foster home, relative home licensed as a foster home or pre-finalized adoptive home provided that the child care provider is licensed or certified.
  - (1) The maximum child care reimbursement to the Title IV-E agency shall not exceed the amounts referenced in rule 5101:2-16-41 of the Administrative Code.
  - (2) The definitions for the age categories are contained in rule 5101:2-16-01 of the Administrative Code. Reimbursements for child care, as described in this rule, may be authorized for a foster child between the ages of thirteen and eighteen who qualifies for a difficulty of care payment referenced in rule 5101:2-47-18 of the Administrative Code.
  - (3) Child care, as described in this rule, shall be claimed for reimbursement through the statewide automated child welfare information system (SACWIS).
- (C) "Relative homes" and "pre-finalized adoptive homes" "pre-finalized adoptive homes" as used in this rule mean a licensed/certified/approved foster home.

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**ACTION: Final** 

5101:2-47-18

<u>Title IV-E Foster foster</u> care maintenance <u>(FCM)</u> program reimbursability: Reimbursements related to the difficulty of care needs of a child placed in a foster home, relative home, or pre-finalized adoptive home.

- (A) A child with special, exceptional, or intensive needs, as defined in this rule, receiving foster care maintenance (FCM) FCM reimbursements may be eligible for a supplemental difficulty of care reimbursement. This reimbursement shall be available for a child who has been determined by the Title IV-E agency to have special, exceptional or intensive needs that require special parenting attention and care.
- (B) Child characteristics describing the child's special, exceptional or intensive placement services shall be entered into the statewide automated child welfare information system (SACWIS) within sixty days of the effective date of this rule for children currently in the Title IV-E custody. Once the rule is in effect, agencies shall enter the child's characteristics within thirty days of the Title IV-E agency receiving custody.
- (C) Difficulty of care reimbursements shall be updated annually by the issuance of a "Family, Children and Adult Services Procedure Letter" and may be offered at one of the following three levels of intensity depending upon the needs of the child and qualifications of the substitute caregiver:
  - (1) Special needs.
  - (2) Exceptional needs.
  - (3) Intensive needs.
- (D) A child is eligible for special needs difficulty of care reimbursements when is a child is placed in a foster home or, on or after April 1, 2005, in a treatment foster home, as defined in rule 5101:2-1-01 of the Administrative Code, and who presents:
  - (1) Moderate emotional or behavioral management problems. These children may display a moderate degree of acting out marked by aggressiveness and/or delinquent behavior such as truancy or running away, substance abuse or any other emotional problems with the primary location of treatment being in the treatment foster home; or
  - (2) A physical condition determined by a physician which requires specialized care.
- (E) The Title IV-E agency shall provide special needs difficulty of care reimbursements only to a foster caregiver or, for eligible children placed on or after April 1, 2005, to a treatment foster caregiver certified pursuant to Chapters 5101:2-5 and 5101:2-7 of the

Administrative Code. The care and supervision that shall be given by the substitute caregiver of a special needs child shall include, at a minimum:

- (1) Twenty-four hour availability for supervision.
- (2) Ability to meet the child's basic needs.
- (3) Ability to meet the child's treatment needs, including supervision or provision of prescribed care, such as preparation of special diets or assisting in a program of physical therapy.
- (F) A child <u>is</u> eligible for exceptional needs difficulty of care reimbursements <u>when is</u> a child <u>is</u> placed in a treatment foster home, as defined in rule 5101:2-1-01 of the Administrative Code, if one of the following applies:
  - (1) Who presents more severe emotional or behavioral management problems than those children with special needs. These children may display a high degree of impulsive and acting out behavior toward themselves or others which is often characterized by verbal and physical aggression; or have multiple and severe psychiatric, emotional and behavioral management problems ranging from personality disorders, severe mental retardation developmental disability, or autism to aggression toward animals, others and self; sexual acting out, suicidal behaviors or ideation.
  - (2) Who has a physical handicap or developmental disability as determined by a physician which requires a high degree of care and supervision; or who requires medical or remedial services recommended by a physician or other licensed or certified professional for the maximum reduction of physical or mental developmental disability and restoration of the child to his or her best possible functioning level.
  - (3) For whom a licensed or certified professional, including a psychologist or psychiatrist, licensed social worker or licensed professional counselor must be involved in the child's care on an as-needed basis, but at least on a semi-annual basis or who has a physical handicap or disability as determined by a physician which requires constant twenty-four hour a day supervision provided by a licensed/registered nurse or persons closely supervised or trained by a licensed/registered nurse or physician.
  - (4) For whom a licensed or certified professional, including a physician, psychiatrist, psychologist, licensed social worker or licensed professional counselor must shall be involved in the child's care on at least a monthly basis.

(G) The Title IV-E agency shall provide exceptional needs difficulty of care reimbursements only to a foster caregiver or, for eligible children placed in a treatment foster caregiver certified pursuant to Chapters 5101:2-5 and 5101:2-7 of the Administrative Code and who has successfully completed, or is currently participating in, a behavior management training course provided or recognized by the Title IV-E agency. The care and supervision that <a href="must\_shall">must\_shall</a> be provided by the caregiver of an exceptional needs child shall include, at a minimum:

- (1) Twenty-four hour availability for supervision.
- (2) A higher degree of personal involvement, patience and time than is required for a child without exceptional needs.
- (3) Participation in the development and implementation of the child's case plan and/ or individual service plan.
- (4) Ability to accept assistance and follow instruction and guidance in caring for the child.
- (H) A child eligible for an intensive needs difficulty of care reimbursement is a child with intensive health care needs who is placed in a medically fragile foster home, as defined in rule 5101:2-1-01 of the Administrative Code, and who meets all of the following criteria:
  - (1) Under rules adopted by the Ohio department of job and family services (ODJFS) governing payment under Chapter 5111. of the Revised Code for long-term care services, the child requires a skilled level of care.
  - (2) The child requires the services of a doctor of medicine or osteopathic medicine at least once a week due to the instability of the child's medical conditions.
  - (3) The child requires the services of a registered nurse on a daily basis.
  - (4) The child is at risk of institutionalization in a hospital, skilled nursing facility, or intermediate care facility for the mentally retarded significantly impaired intellectual and adaptive functioning.
- (I) The Title IV-E agency shall only provide intensive needs difficulty of care reimbursements to a foster caregiver or, for eligible children placed in a medically fragile foster caregiver certified pursuant to Chapters 5101:2-5 and 5101:2-7 of the Administrative Code. A caregiver providing intensive needs services shall not have more than two intensive needs children who are not the caregiver's own children and a maximum of five children placed in his/her home at one time, including other

foster children and his/her own children. The care and supervision that must shall be provided by the caregiver of an intensive needs child shall include, at a minimum:

- (1) Supervision provided by a substitute caregiver on a twenty-four hour a day basis as approved by the Title IV-E agency.
- (2) Provision of structured daily activities as approved by the Title IV-E agency.
- (3) Provision of constructive guidance to assist in the management of negative behaviors for the child who meets any of the eligibility criteria in paragraph (G)(1) of this rule.
- (4) Participation in the development and implementation of the child's case plan and/ or individual service plan and semiannual administrative review(s) as identified in the case plan.
- (5) Recording of the child's progress toward the case plan or individual service plan goals and objectives as identified on the case plan.
- (J) When a substitute caregiver is receiving a special, exceptional or intensive needs difficulty of care payment on behalf of a child, the Title IV-E agency shall assure ensure the foster caregiver is certified to operate a treatment or medically fragile foster home, as applicable.
- (K) Difficulty of care reimbursement may also be available for a special, exceptional or intensive needs child who is placed in an emergency foster home. "Emergency foster home" as used in this rule means a licensed, certified or approved foster home which has been designated by a Title IV-E agency as an emergency foster home to provide temporary care, not to exceed thirty days, for children requiring immediate out-of-home placement or immediate placement because of a placement disruption. The emergency foster home must be available to provide care to children at any time of the day or night, with little or no notice, and be able to meet immediate physical and emotional needs of children. The Title IV-E agency may also impose restrictions regarding the number of children served or additional training requirements before designating a foster home as an emergency foster home. An emergency foster home for special, or exceptional needs children shall be certified as a treatment foster home. An emergency foster home for intensive needs children shall be certified as a medically fragile foster home.
- (L) The difficulty of care reimbursement for an emergency foster home shall not be affected by the age of the child. Difficulty of care reimbursements related to the special, exceptional or intensive needs of the child may be made in addition to the payment

- for an emergency foster home when the emergency foster home meets the provisions of paragraphs (D), (F), (H), and (J) of this rule.
- (M) Reimbursement for emergency foster home placement is limited to thirty days for each placement. Reimbursement shall not be available as a retainer to a caregiver for maintaining a space for emergency placements.
- (N) Difficulty of care reimbursements shall be reimbursed at the Title IV-E FCM program rate of federal financial participation. Authorization for difficulty of care payments shall be made pursuant to rule 5101:2-47-15 of the Administrative Code.
- (O) For difficulty of care payments, the following documentation shall be maintained in the Title IV-E FCM case record to support such payments:
  - (1) The degree of difficulty of care and supervision required by the special, exceptional or intensive needs child.
  - (2) The qualification of and degree of care and supervision provided by the substitute caregiver.
  - (3) Agency-specific emergency foster home criteria.
  - (4) The agency's compliance with the requirements of paragraph (I) of this rule.
- (P) The uniform statewide standards for Title IV-E FCM payment amounts for public foster homes, relative homes licensed as a foster home and pre-finalized adoptive homes that are established by the ODJFS shall set the maximum amounts for exceptional needs difficulty of care reimbursements and intensive needs difficulty of care reimbursements at the same amount.
- (Q) ODJFS reimbursement amounts for a child placed in a foster home on the effective date of rules 5101:2-5-25, 5101:2-5-36, 5101:2-5-37, 5101:2-7-16 and 5101:2-7-17 of the Administrative Code shall not be changed solely as the result of the enactment of those rules or placement of the child into one of the new categories of foster homes created by those rules.
- (R) A child with special, exceptional or intensive needs as described in this rule who is placed in a foster home prior to April 1, 2005 and on whose behalf a difficulty of care payment is made shall continue to be eligible to receive the difficulty of care payment as long as the child remains placed in the same family foster home.

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05/01/2014

5101:2-47-19 <u>Title IV-E Foster foster care maintenance (FCM)</u> program reimbursability: payments, reimbursements, graduation expenses and personal incidentals.

- (A) Minimum and maximum foster care maintenance (FCM) FCM reimbursement ceiling rates for foster homes, including emergency placements and for supplemental special, exceptional and intensive needs per diems are located in a "Family, Children and Adult Services Procedure Letter" found at <a href="http://emanuals.odjfs.state.oh.us/emanuals.http://emanuals.jfs.ohio.gov">http://emanuals.jfs.ohio.gov</a> and published once a year.
- (B) Minimum and maximum reimbursement ceiling rates for clothing, personal incidentals and graduation expenses located in a "Family, Children and Adult Services Procedure Letter" found at <a href="http://emanuals.odjfs.state.oh.us/emanuals.http://emanuals.jfs.ohio.gov">http://emanuals.jfs.ohio.gov</a> and published once a year. Auxiliary payments for clothing, personal incidentals and graduation <a href="https://example.com/expenses/expenses/">expenses/expen
- (C) Per diem reimbursement for children's residential centers, group homes, maternity homes, residential parenting facilities, and purchased foster care homes is outlined in rule 5101:2-47-11 of the Administrative Code.
- (D) Supplemental per diems related to difficulty of care are outlined in rule 5101:2-47-18 of the Administrative Code.
- (E) Clothing expenses include clothing purchased during the first sixty days of initial substitute care placement as well as ongoing clothing needs as a result of growth, seasonal changes, or attrition.
- (F) Graduation expenses are limited to those expenses directly related to the high school graduation event events including, but not limited to, class rings, pictures, cap and gown cost, tuxedos, or prom gowns.
- (G) Personal incidentals include, but are not limited to:
  - (1) Items related to personal hygiene.
  - (2) Cosmetics.
  - (3) Over-the-counter medications.
  - (4) Special dietary foods.
  - (5) Infant and toddler supplies (e.g., high chairs, diapers).
  - (6) Fees related to activities (e.g., boy/girl scouts, camp, sports, school trips).

- (7) Special lessons (e.g., horseback riding, sports, music).
- (8) Graduation fees (high school only).
- (H) Payments for clothing, graduation expenses or personal incidentals made by the Title IV-E agency to the substitute care provider providing children's residential center, group home, maternity home, or residential parenting facility services may be included in the per diem payment as agreed upon in accordance with rule 5101:2-47-23.1 of the Administrative Code. The Title IV-E FCM reimbursement for a child, including the maintenance payment, clothing, graduation expenses and personal incidentals shall not exceed the current per diem reimbursement ceiling established for the substitute care provider from the single cost report filed in accordance with rule 5101:2-47-26.2 of the Administrative Code.
- (I) Reimbursements made under this rule shall be claimed pursuant to rule 5101:2-47-15 of the Administrative Code and reimbursed at the same rate as Title IV-E FCM reimbursements provided such payments are equally available to a non-Title IV-E child as well as to a Title IV-E child. Reimbursements may be authorized for each child for whom Title IV-E FCM reimbursements are being made.
- (J) Documentation shall be maintained in the Title IV-E FCM case record to support of such payments shall be entered into SACWIS and receipts or invoices for the payment shall be made available upon request.

Effective: 5/1/2019

Five Year Review (FYR) Dates: 1/31/2019 and 05/01/2024

#### CERTIFIED ELECTRONICALLY

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