

To: DCF Area Administrators  
Child Placing Agency Directors  
Child Welfare Agency Directors  
County Departments of Community Programs Directors  
County Departments of Developmental Disabilities Services Directors  
County Departments of Human Services Directors  
County Departments of Social Services Directors  
Group Home Providers  
Tribal Social Service/Indian Child Welfare Directors  
Private Child Placing Agencies  
Residential Care Center Providers  
Shelter Care Providers  
Tribal Chairpersons

From: Fredi-Ellen Bove

 Administrator

Re: Uniform Foster Care Rate Reimbursement Procedure for Children in Out-of-Home Care  
Placed in Foster Homes Licensed by Child Placing Agencies

## PURPOSE

This memo supersedes DSP Numbered Memo Series 2009-02: Payments to Family Foster Homes or Child Care Institutions through Child-Placement Agencies, and provides notice of the new procedure for distributing the Uniform Foster Care Rate payments for the care of a foster child placed in a foster home licensed by a child placing agency.

## BACKGROUND

The Uniform Foster Care Rate (UFCR) is a standard scale of monthly payments to foster parents for the cost of caring for a foster child. The UFCR is composed of the basic maintenance, supplemental, and exceptional rates.

Currently, child placing agencies have the option of selecting the payee for the foster care maintenance payments for children in out-of-home care placed in foster homes licensed by the agency. Child placing agencies may select either the child placing agency or the licensed foster parent as the payee. If the child placing agency is the payee, the agency receives the foster care maintenance payments and distributes the payments to the foster parent. If the foster parent is the payee, the foster parent receives the foster care maintenance portion of the payment directly from the county child welfare agency or the Department of Children and Families (DCF) either through direct deposit or a mailed check.

## POLICY AND PROCEDURE REQUIREMENTS

Effective October 31, 2016, child placing agencies will no longer have the option of selecting the payee for foster care maintenance payments. The agency with placement and care responsibility, i.e., the county child welfare agency or the DCF, will now have the responsibility of disbursing the foster care maintenance payments directly to foster homes licensed by child placing agencies. The employing agency of foster homes with a level of care certification 5 and foster parents licensed as Professional Foster Parents will continue to be able to be the payee for foster care maintenance payments for children placed in these homes, if they choose. The agency for foster homes with a level of care certification 5

should contact 608-422-6930 and the agency for foster parents licensed as Professional Foster Parents should contact 608-422-6937.

The Division of Safety and Permanence will distribute in September 2016 a letter to all foster homes licensed by child placing agencies, which will describe the changes to the procedure for providing foster care maintenance payments as explained above.

### **eWiSACWIS DOCUMENTATION**

Beginning in the October 14, 2016 release, eWiSACWIS will generate the foster care maintenance payments directly to foster parents licensed by child placing agencies. Foster parents licensed by child placing agencies have the option of receiving foster care maintenance payments through direct deposit, if the agency with placement and care responsibility permits, or through a mailed check.

### **ACTION SUMMARY**

Effective October 31, 2016, all foster parents licensed by child placing agencies will be required to be the payee for foster care maintenance payments for children placed in these foster homes and will receive their maintenance payments directly from the child welfare agency or the DCF, with the exception of foster homes licensed with a level of care certification 5 and foster parents licensed as Professional Foster Parents.

REGIONAL OFFICE CONTACT: DCF Area Administrator

CENTRAL OFFICE CONTACT: Out-of-Home Care Specialist  
Bureau of Permanency and Out-of-Home Care  
(608) 422-6937