

Kinship Permanency Incentive

SUMMIT COUNTY CHILDREN SERVICES

<p>ORC: 5101.801; 5101:802</p> <p>OAC: 5101:2-40-04; 5101:2-42-18</p> <p>USC: N/A</p> <p>CFR: N/A</p>	<p>ORIGINAL: 1/2006</p> <p>REVISIONS: 2/06; 12/08; 3/19/09; 12/28/11; 8/06/18</p> <p>RELATED FORM(S): JFS 01501, 04059</p> <p>RELATED PROCEDURE/POLICY(IES): N/A</p>
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| <input type="checkbox"/> Administrative | <input type="checkbox"/> Legal |
| <input type="checkbox"/> Fiscal | <input type="checkbox"/> Safety & Security |
| <input type="checkbox"/> Human Resources | <input type="checkbox"/> Social Services - All Departments |
| <input type="checkbox"/> Information Technology | <input checked="" type="checkbox"/> Social Services - Foster & Adoption |

All Staff Bargaining Unit Non-Bargaining Management

POLICY:

Summit County Children Services (SCCS) will accept applications for the state-funded Kinship Permanency Incentive Program (KPI) for applicants residing in Summit County.

PROCEDURE:

Eligible kinship caregiver(s) shall receive an initial incentive and may receive subsequent payments at six-month intervals to support the stability of the child's placement in the home.

1. The maximum incentive amount may not exceed eight payments per child per kinship caregiver(s).
2. Individuals who were approved for their sixth incentive payment prior to March 17, 2014 are not eligible for additional incentive payments.
3. Individuals who submitted their sixth application to SCCS on or after March 17, 2014 may be eligible for additional incentive payments.
4. Individuals who have not received their sixth incentive payment may be eligible for additional incentive payments.

SCCS shall determine the kinship caregiver(s) eligible for KPI when all of the following criteria are met:

1. On July 1, 2005 or thereafter, a court issued an order granting legal custody or guardianship to the kinship caregiver(s). A temporary court order is not sufficient to meet this requirement.
2. The minor child resides with the kinship caregiver(s). If the child is on temporary leave from the kinship caregiver's home (e.g., hospitalization, mental health

treatment or respite) and the kinship caregiver retains legal custody or guardianship this shall not preclude eligibility for KPI.

3. The kinship caregiver(s) is a resident of the state of Ohio.
4. The gross income of the kinship caregiver's family does not exceed three hundred percent (300%) of the federal poverty guidelines.
5. The placement has been assessed and approved by a Public Child Services Agency (PCSA) or Private Child Placing Agency (PCPA).
 - For children placed by the PCSA or PCPA, the placement was assessed and approved pursuant to paragraphs (B) to (I) of rule 5101:2-42-18 of the Ohio Administrative Code (OAC).
 - For children placed directly with a kinship caregiver by a court or relative, SCCS shall assess the home in accordance with the requirements identified in paragraphs (B) and (D) to (I) of rule 5101:2-42-18 of OAC prior to the approval of KPI.

The kinship caregiver(s) shall apply for the KPI program by submitting the following:

1. Application For Kinship Permanency Incentive (JFS 01501);
2. Verification that the caregiver has obtained legal custody or guardianship on or after July 1, 2005;
3. Verification of income.

SCCS notifies previously approved KPI recipients prior to redetermination about eligibility requirements and processes applications according to the following:

1. Ensuring the requirements in paragraphs (E)(1) to (E)(4) of rule 5101:2-40-04 of OAC continue to be met by the kinship caregiver's family;
2. Complete background checks on any new adults in the home;
3. Ensuring that the home meets the requirements listed in paragraph (B)(5) of rule 5101:2-42-18 if the kinship caregiver(s) has moved to a new address.

At the time of the kinship caregiver's initial application or re-determination SCCS shall:

1. Provide the kinship caregiver(s) with the JFS 01501 upon request;
2. Determine eligibility for the initial incentive payment;
3. Notify the kinship caregiver of the approval, denial or incomplete application;
4. Inform the kinship caregiver that subsequent payments require re-determination of eligibility every six months and that the kinship caregiver must submit another application;
5. Notify the kinship caregiver at least thirty (30), but not more than sixty (60), calendar days prior to the eligibility for a subsequent incentive payment that the kinship caregiver must submit a JFS 01501 and verifying documentation in order for SCCS to determine eligibility;
6. Determine continuing eligibility for subsequent incentive payments as long as the kinship caregiver resides in Summit County;
7. Notify the kinship caregiver of the approval, denial or incomplete application for subsequent incentive payments;
8. Conduct a face-to-face or telephone interview with the kinship caregiver to determine eligibility no less frequently than annually.

9. Approve or deny the application for KPI and provide written notification on the Notice of Approval for Kinship Permanency Incentive Funds or the Notice of Denial for Kinship Permanency Incentive Funds reports generated from the statewide automated child welfare information system (SACWIS) to the kinship caregiver of its decision within fifteen (15) business days of receipt of the completed JFS 01501, supporting documentation, and the results of the background checks.
10. Enter applications and incentive payments into SACWIS.
11. Inform the kinship caregiver of the right to request a state hearing and provide the kinship caregiver with a copy of the Explanation of State Hearing Procedures (JFS 04049) upon approval or denial of their application. The kinship caregiver has the right to request a state hearing if SCCS denies eligibility for KPI, or the application has been acted upon erroneously, or not acted upon with reasonable promptness.

When sufficient information is not available to enable SCCS to approve or deny the KPI application for incentive payments, SCCS will provide the kinship caregiver with notification on the Notice of Incomplete Kinship Permanency Incentive Application generated from SACWIS that identifies the information needed and informs the kinship caregiver that if the information requested is not submitted within ten (10) calendar days, the application will be denied. This shall not prohibit the kinship caregiver from reapplying.

If a kinship caregiver relocates from another county to Summit County or from Summit County to another Ohio county, SCCS will coordinate with the other county to share information regarding prior incentive payments and transfer the case between counties as applicable.

When a PCSA conducts and approves a home assessment for a child's placement with a relative or nonrelative substitute caregiver residing in another county, the PCSA in the county of residence may use the approved home assessment to support KPI program eligibility.

The kinship caregiver shall notify SCCS of any status change in the household that may impact eligibility including any new household members and any change of address.

If SCCS determines that a kinship caregiver has received a fraudulent incentive, the kinship caregiver shall be ineligible to participate in the KPI program for any child. SCCS shall indicate this in SACWIS.

The Department of Job and Family Services may issue an order at any time suspending the intake of any applications for KPI in order to confine KPI expenditures to appropriated state funds. During a program suspension, all applicants will be advised that a suspension is in effect. All applications will be denied during the same time that a suspension is in effect. No waiting lists will be established during the periods of suspension.