

Service Element DD 258 Child Foster Home Services Standards and

Procedures Effective Date: January 1, 2018

Service Name: Child Foster Homes

Service ID Code: DD 258

1. Overview.

Service Element DD 258 Child Foster Home Services (DD 258 Services) governs the delivery of residential care and services in child foster homes to Children who are less than 18 years of age with Intellectual or Developmental Disabilities (I/DD); or individuals 18 to 21 who remain in the same Child Foster Home under an approved variance. The purpose of DD 258 Services is to provide 24-hour supervision, room and board, and structure and daily activities designed to promote the physical, social, intellectual, cultural, spiritual, and emotional development of the Child.

CDDP must ensure all Children receiving DD 258 Services are eligible for Developmental Disability Services. Eligibility must be determined in accordance with OAR Chapter 411, Division 320, as such rules may be revised periodically.

2. Standards and Procedures.

a. Service Authorization

DD 258 Services must be authorized in advance by the CDDP in which the Individual is enrolled and is receiving DD 48 Case Management and Local Administration Services.

b. Plan of Care Transition

- (1) Beginning January 1, 2018 all DD 258 Services must be authorized in POC at the DHS approved rate.
- (2) DD Eligibility/Enrollment/Update Form (DHS 0337) Requirements
 - (a) For enrollment dates prior to January 1, 2018, CDDP will complete the DDEE screen with all relevant foster care information and select the appropriate action requested. Payments for service dates prior to January 1, 2018 will continue to be made through the Community Based Care (CBC) system.
 - (b) For all enrollment dates and updates beginning January 1, 2018 and after, CDDP will select the “no action needed” from the “Action” drop down in the DDEE screen. No other information will be needed.

c. Billing and Payment Procedures

- (1) DHS provides payments for DD 258 Services solely through DHS funds. DD 258 Services funding is disbursed by DHS directly to Providers of DD 258 Services at the monthly rates authorized by the CDDP for the Providers. All payment rates for DD 258 Services authorized by the CDDP must meet the following requirements:
 - (a) Monthly service rates for Children receiving DD 258 Services are based on the Child's assessed residential care and service needs and must be established using the current DHS-approved Functional Needs Assessment (FNA) tool.
 - (b) All Ancillary Services (e.g., Behavior Supports) shall be authorized in DD 257 effective January 1, 2018.
- (2) The CDDP shall not authorize DD 258 Services in excess of the monthly service rate established by the current DHS-approved FNA tool for the Child's Supplemental Nutrition Assistance Program (SNAP). Monthly service rates are individualized and are not transferable to another eligible Child.
- (3) The monthly service rate for DD 258 Services for a Child will be prorated for any month in which DD 258 Services are not provided to the Child for a portion of the month or during a time when the Child is not in the home overnight.
- (4) Effective January 1, 2018 DD 258 Services must be authorized in POC for payment to be made for DD 258.
- (5) CDDP shall submit new or updated DHS 0337 form as outlined above under the following conditions:
 - (a) New enrollment into foster care,
 - (b) Change of address,
 - (c) Change of service element, and
 - (d) Termination from foster care.
- (6) When a Child enters DD 258 Services, the CDDP must in a timely manner enter in POC the rate based on the Child's current Supplemental Nutrition Assistance Program (SNAP) functional needs assessment for foster care and attach the SNAP assessment in POC.
- (7) Payment for DD 258 Services will be made by DHS through the eXPRS Payment and Reporting System directly to the foster care provider for DD 258 Services delivered to a Child when the Child is in the home overnight.

3. CFDA Number(s).

In accordance with the State Controller's Oregon Accounting Manual, policy 30.40.00.102, and DHS procedure "Contractual Governance", DHS' determination is that County is a contractor.

The Catalog of Federal Domestic Assistance (CFDA) #(s) of Federal Funds to be paid through the Agreement: 93-778.