

DIVISION OF CHILDREN AND FAMILY SERVICES
ADMINISTRATIVE MEMO #2-2010

To: Children and Family Services Specialists, Supervisors, and Administrators; Resource Development Workers, Supervisors, and Administrators; Income Maintenance-Foster Care Workers and Supervisors; and Service Area Administrators

From: Edward H. Matney, Policy Section Administrator *Edward H. Matney*
Division of Children and Family Services

Approved by: Todd L. Reckling, Director *Todd L. Reckling*
Division of Children and Family Services
Department of Health and Human Services

Date: June 16, 2010

RE: New N-FOCUS Service Type

Effective: Immediately
Duration: Until regulations are issued

Contact: Ruth Grosse, Business Analyst,
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PURPOSE: The purpose of this memo is to notify staff of a new service and to provide instructions on its use.

BACKGROUND: The Federal Fostering Connections Act requires maintaining a child in his or her school, whenever possible. [See Division of Children and Family Services Administrative Memo #8-2009 (Revised).] Fostering Connections supports the requirement by allowing DHHS to claim IV-E funds for resulting transportation. A service type has been added to N-FOCUS to allow identification and claiming of these costs from IV-E for eligible children. Effective 01/01/2010, when a child in out-of-home care is IV-E eligible and is in a placement that is claimable under IV-E, and that child is being transported to the school in which he or she was enrolled at the time of removal from the home, the transportation to school can be claimed.

ACTION REQUIRED FOR SERVICES PROVIDED ON OR AFTER 01/01/2010: For any child transported to the school in which he or she was enrolled at the time of removal from home, the transportation must be authorized and paid as follows:

Service Type: School Transportation for Children in Placement.

Definition of service: Reasonable travel for a child to remain in the school where he or she is enrolled at the time of placement.

Service Type ID: 2751