

NYS Office of Children and Family Services
CONNECTIONS Case Management

Impact Analysis

Subject: Adoption Subsidy Homes

Functional Area: FAD

Brief Description of Current Function/Process:

As Foster Care and Adoption Subsidy payments cannot be made to a single resource family using one Vendor ID, separate resources with separate Vendor ID's are required in CONNECTIONS. To accommodate the payment of an Adoption Subsidy, a resource with the Setting of "Adoptive" and the Facility Type of "Adoptive Home" must be created by the LDSS. The LDSS enters the home in CONNECTIONS in Inquiry/Applicant Status after an Adoption Placement Agreement is signed and then fully opens (Accepted-Active) the home when the adoption is finalized and an adoption subsidy is to be paid

When the Adoptive Home is placed in Accepted-Active Status the appropriate information is sent to the BICS payment system. Then, once the adoption is finalized an adoption subsidy payment (purchase of service line) can be entered in WMS to authorize payment to the resource. LDSS accounting/service authorization staff likely handles this at the present time since it strictly involves setting up ongoing payments.

Although there is no legally prescribed end date to an adoptive home's approval, in CONNECTIONS they do system close after one year. The homes do not need to remain open in Accepted-Active status in order for adoption subsidy payments to continue. The payment does need to be reauthorized annually.

What Remains the Same:

- If a family is working with multiple LDSS' or is a Foster Parent with a Voluntary Agency and is receiving Adoption Subsidy from an LDSS, it will still be required to maintain separate resources for the separate payment types. A VA will still have the ability to select and open a home with the Facility Type of Adoptive, although best practice recommendations are for VA's to choose Foster/Adoptive home Facility type.
- A home with a setting of "Adoptive" can be transferred from one LDSS to another LDSS or from a VA to a LDSS by using the "Save and Assign" function. If the transfer is from one VA to another VA the current procedures and issuing of a different Vendor ID remain the same.

What is New or Changes:

- In Build 18.9 a resource family who is eligible to receive both Foster Care and Adoption Subsidy payments from a single LDSS will be able to exist as a single resource in CONNECTIONS, with one Vendor ID. This type of resource will be known as a "dual-purpose" home.

- Under the Setting of “Adoptive”, a new Facility Type of “Adoption Subsidy Home” is being added for those homes that receive an adoption subsidy payment. The Facility Type of “Adoptive Home” will now be used for those families who wish to be studied and approved as an adoptive family. These homes do not need to be reauthorized. . If a home was originally opened as an Adoptive home and the family changes their mind and wants to be certified or approved to provide foster care, a FAD worker must change the facility type and enter all the certification/approval information as required for this facility type.
- A data-fix will be run as part of Build 18.9 that will change the Facility Type of all LDSS maintained resources with a Facility Type of Adoptive Home to a Facility Type of Adoption Subsidy Home.
- Only an LDSS can open an Adoption Subsidy Home or maintain a dual-purpose home.
- To accommodate payment of Foster Care and Adoption Subsidy to a single resource, an Adoption Subsidy checkbox will be added to the Home License Window. For example:
 - a family is a Certified Foster Home and also receives Adoption Subsidy under a separate resource. The LDSS worker could check the Adoption Subsidy checkbox to send the correct payment information to BICS and then rewrite the Adoption Subsidy payment under the same Vendor ID as they use for Foster Care payments. A separate resource will not need to be maintained by the LDSS.
 - If the home is a Certified Foster Home with a VA seeking to foster or adopt through the VA and receiving an Adoption Subsidy payment through a LDSS, each organization will still need to maintain a separate resource.
- A home with a setting of Adoptive and Facility Type of Adoption Subsidy Home will default to having the Adoption Subsidy checkbox checked. The checkbox will be non-modifiable with a status of Pending Acceptance or Accepted Active.
- Resources with the Setting of “Adoptive” will no longer have an “Authorization To” date displayed on the Home License window and they will no longer be system closed.
- A dual-purpose home will display an “Authorization To” date in reference to the Foster Home. If that date is allowed to lapse the Foster Home portion of the resource will close (an alert will be sent to the worker) and the home will automatically convert to an Adoption Subsidy Home with the “Authorization To” date left blank.
- A home with a setting of Adoptive and a Facility Type of Adoptive Home will NOT default to an Adoption Subsidy checkbox checked. This will allow a worker to differentiate between an Adoptive Home looking to adopt and one that is still looking to adopt another child and is also receiving a subsidy. The Adoption/Subsidy checkbox will be modifiable with any status. So, if the user sets up a new resource with the Facility Type of Adoptive Home, the Adoption Subsidy checkbox may be checked or unchecked by a LDSS worker and submitted for approval at any time
- A System Closure Reason will be added to the “Close Batch for Auto Closing Home”, wording will be “Foster Home converted to Adoption Subsidy Home”.

Implications/Considerations:

System

- Build 18.9 will not automatically re-open Adoptive Homes with a status of Closed. There will be NO changes to a resource status, certification dates, system events, or resource history. Conversion of these homes is not part of this Build. If a home currently in closed

status, receiving an adoption subsidy, is reopened for an address change it will remain open.

Program

- Although a VA has the ability to select Adoptive as a Facility Type, if the family is likely to have a long-term pre-adoptive placement and will be receiving foster board payments from a LDSS during the course of that placement, choosing Foster/Adoptive as a Facility Type is required and recommended. In so doing, regulatory requirements for a Foster/Adoptive Home must be met.

Recommendations:

- Local Districts should review and revise as necessary, all current internal policies and procedures regarding Adoption Subsidy Homes.
- Local districts should review how they document in FAD the approval of Adoptive Homes.