



CONNECTIONS Tip Sheet

Activities Coding for Family First - Foster Care

The Family First Prevention Services Act (FFPSA), was enacted by Congress in 2018. This federal law (P.L. 115-123) encourages the placement of youth in family-like settings by limiting reimbursement of Title IV-E Foster Care Maintenance payments for youth placed in a congregate care setting. The law took effect in NYS on September 29, 2021.

*A number of new Activities codes have been released as a result of Family First changes. **It is extremely important that all Activities coding be entered accurately and in a timely manner to avoid IV-E reimbursement issues.***

This tip sheet, for those workers responsible for entering Movement, Legal and other codes in Activities, describes the new codes and the conditions under which they apply.

For specific programmatic reference materials, see the OCFS Family First Readiness webpage at ocfs.ny.gov/FamilyFirst.

Shadow Codes

A new set of Special (S) codes have been created. Known as “Shadow codes”, these S codes are system-generated when certain Movement (M) codes are entered for Family First related placements. Shadow codes identify the setting type in which a child is placed and are sent to the Benefits Issuance and Control System (BICS) for use in reimbursement processing.

- Shadow codes are system-generated; they cannot be entered manually
- Shadow codes may change. If the Family First program type for a facility changes, and overlaps with an existing Movement/Shadow code, a new Shadow code will be system entered as of the first day of each month for children placed in that program.
- Multiple Shadow codes may be created for one movement. The Activity Dates reflect (1) the date the child entered the facility and (2) the dates the Family First program types for that facility changed during the time the child was placed.
- Shadow codes are not created for children returning from an absence (M960) or trial discharge (M980) of less than 14 days if the return from absence or trial discharge is to the same VID.
- Consecutive absences entered for a child will be treated as one event.
- When a Movement (M) code is invalidated, the corresponding S code is also invalidated.


The chart on the follow page outlines movement codes and their corresponding Shadow codes.

Movement Code Entered	Shadow Code Generated	Modifier A	Modifier B
M910 - Child Placed	S910 - Child Placed	Vendor ID of the movement code from which it was generated	Placement type based on facility type and Family First program. The placement types are: Q - QRTP Placement SF – Specified Setting/ QRTP Exception and Foster Family Boarding Home
M960 - Child Ends Absence	S960 - Child Ends Absence Generated when the absence period exceeded 14 days or the M960 is to a new placement		
M980 - Child Returned from Trial Discharge	S980 - Child Returned from Trial Discharge Generated when the trial discharge period exceeded 14 days or the M980 is to a new placement		
M981 - Intra-Agency Transfer	S981 - Intra-Agency Transfer		
M982 - Inter-Agency Transfer	S982 - Inter-Agency Transfer		

Qualified Residential Treatment Program (QRTP) Codes

Because the aim of Family First legislation is to encourage placement in the least restrictive, most family-like setting that can meet a child’s needs, and thereby reduce the number of children placed in congregate care settings, Title IV-E reimbursement for foster care maintenance payments is limited to 14 days each time a child is placed in a non-foster home setting **except** when the child is placed in one of four “specified settings”:

- A qualified residential treatment program (QRTP)
- A specialized setting providing prenatal, post-partum or parenting support (PPP)
- A setting providing high-quality residential and supportive services to children who are survivors of or at risk of human trafficking (EMPOWER)
- A supervised setting program (SSP) where the child may live independently if the child is 18 years or older



For QRTP placements, an independent assessment by a Qualified Individual (QI) is required within the 30 days before or after a child’s placement in a QRTP to determine the need for this level of care.

In addition, a court review must be completed within 60 days of placement in a QRTP. *It is essential that these Activity entries are entered in a timely and accurate manner to preserve IV-E maintenance funding!*

New Activities codes, have been created to track these requirements and are displayed in the charts on the next two pages.

Code	Activity Date	Modifier A	Modifier B	Modifier C	Comments
MEMO	Date the QI Assessment was finalized, if the assessment was completed within the 30 days PRIOR to the child's admission to the QRPT	PRE QI	P - QRTP Placement Approved OR NP - QRTP Placement Not Approved	Vendor ID of the intended QRTP Placement, if known	Until a new Activities code is created for this event, a MEMO entry must be used to document that a QI Assessment was completed within the 30 days PRIOR to the child's placement in a QRTP Placement
Q030 - 30-Day Assessment for Children Placed in QRTPs	Date the assessment is finalized by the Qualified Individual (QI) <i>NOTE:</i> <i>If the QRTP assessment is completed within the 30 days PRIOR to the child's placement in the QRTP, the Q030 Activity Date entered must be the same as the Activity Date of the child's placement in the QRTP (M910, M960, M980, M981 or M982 Activity Date).</i>	P - QRTP Placement Approved OR NP - QRTP Placement Not Approved	Vendor ID of the QRTP Placement		The Q030 Activity Date cannot precede the Activity Date of the child's placement into the QRTP. <i>IMPORTANT:</i> The entry of the Q030 code in Activities MUST occur PRIOR to the entry of the L310 code for the information to correctly flow to BICS. If not entered in this correct order, the child may appear on the district's non-reimbursable (NR) report.

Code	Activity Date	Modifier A	Modifier B	Modifier C	Comments
L310- QRTP 60-Day Court Review	Date the court review occurred	28-QRTP 60-Day Court Review	95-QRTP Placement Approved OR 96-QRTP Placement Not Approved	Vendor ID of the QRTP Placement	<p>The End-Date field auto-populates based on the age of the child on the day they were placed in the QRTP, providing the MOD B was 95 - QRTP Placement Approved and the activity date was within 60 days of child's entry to the QRTP.</p> <ul style="list-style-type: none"> • For children ages 12 and under on the date they were placed in the QRTP, the end date will be 180 days from the date of entry into the QRTP (S910, S960, S980, S981 or S982 code activity date). • For children age 13 and older on the date they were placed in the QRTP, the end date will be 365 days after the date of entry into the QRTP (S910, S960, S981 or S982 activity code date).
Memo	Date for which the L310 court review was supposed to occur	L310	21-Adjournment	Date L310 hearing has been rescheduled to	This entry is used to track adjournment delays in the QRTP 60-Day Court Review

Shadow Codes

In addition, to successfully save a Q030 – QRTP Assessment or L310 – Court Review, **the following conditions, related to the current track of the child's CIN, must be met:**

- The Activity Date must be the same or after the date of the child's entry into the QRTP facility. (*S910, S960, S980, S981 or S982 Activity Date*).
- The Vendor ID must be the QRTP Vendor ID listed for this child during this foster care episode. [*Must be equal to S910, S960, S980, S981 or S982 MOD A (Vendor ID) for the CIN's current track.*]
- The Vendor ID must be the QRTP Vendor ID listed for this child during this timeframe. (*The S910, S960, S980, S981 or S982 Modifier B equals Q.*)



REMINDER: Timely and accurate entry of information in Activities is essential for IV-E claiming as well as OCFS Data Quality.

Resources

- CONNECTIONS Job Aids and Tip Sheets: <http://ocfs.state.nyenet/connect/jobaided/jobaided.asp>
- CONNECTIONS Regional Implementation Staff: <http://ocfs.state.nyenet/connect/contact.asp>
ocfs.sm.conn_app@ocfs.state.ny.gov
(NOTE: address contains an underline)
A Helpdesk ticket is now required before sending requests to the Triage Unit. This can be acquired by emailing FixIt@its.ny.gov.
- 18-OCFS-INF-06 Family First Prevention Services Act (FFPSA) (P.L. 115-123) <https://ocfs.ny.gov/programs/fostercare/titleiv-e/family-first.php>

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