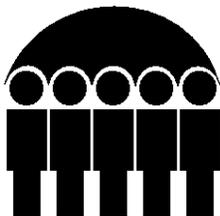


Revised October 20, 2006

Employees' Manual
Title 13
Chapter D(1)

GUARDIANSHIP SUBSIDY



Iowa
Department
of
Human Services

	<u>Page</u>
CHAPTER OVERVIEW	1
Legal Basis	2
Definitions	2
Process Map.....	4
List of Requirements	5
GUARDIANSHIP AND GUARDIANSHIP SUBSIDY.....	7
Best Interest of the Child	8
Parental Rights.....	8
ASSESSING A POTENTIAL GUARDIAN	9
Record Checks	10
Responsibilities of the Guardian	11
RECOMMENDATION FOR GUARDIANSHIP.....	12
ELIGIBILITY FOR GUARDIANSHIP SUBSIDY	13
SETTING UP A SUBSIDY	14
Application.....	14
Negotiating the Subsidy Amount	14
Education and Training Vouchers	15
Receipt of Court Order.....	15
Subsidy Agreement.....	16
Notice of Decision	16
FACS Entry	16
MAINTAINING A SUBSIDY CASE.....	17
Placement Outside the Guardian's Home	17
Termination of Subsidy.....	18
Reinstatement.....	19
MEDICAID ELIGIBILITY	19
APPEALS	20

CHAPTER OVERVIEW

This chapter describes the guardianship subsidy program. The U.S. Department of Health and Human Services has approved a waiver of Title IV-E requirements to allow the Department to implement a five-year demonstration project on guardianship subsidy. The purpose of this project is to:

- ◆ Test new approaches to service delivery for improving outcomes for children and families; and
- ◆ Allow children a more permanent placement than they have in foster care.

Children who meet the all of the following criteria will be part of the project:

- ◆ The child either:
 - Is 12 years old or older, or
 - Is less than 12 years of age and is part of a sibling group with a child aged 12 or older. (A sibling group is at least two children who are whole or half-siblings with a common parent, including an adoptive parent.)
- ◆ The child has lived in licensed foster care for at least six of the last 12 months.
- ◆ The child has a documented permanency goal of
 - Long-term foster care,
 - Guardianship, or
 - Another planned permanent living arrangement.

Children who meet these criteria will be randomly assigned to either a control group (no subsidy) or an experimental group (possible subsidy). Children assigned to the control group are not eligible to receive a guardianship subsidy.

Children assigned to the experimental group are eligible to receive a guardianship subsidy if all other conditions are met. The Department must do an assessment to ensure that the child and guardian meet all eligibility criteria, as described in this chapter. The guardian need not reside in Iowa.

When all eligibility conditions are met and a guardianship is established through court action, the Department negotiates an agreement with the guardian for a subsidy and enters information into the FACS system for payment.

The subsidy provides financial assistance to guardians of eligible children in the experimental group who have a guardian appointed. Children that receive a guardianship subsidy are eligible for Medicaid.

This chapter is organized into the following sections:

- ◆ [Guardianship and guardianship subsidy](#)
- ◆ [Assessing a potential guardian](#)
- ◆ [Recommendation for guardianship](#)
- ◆ [Eligibility for guardianship subsidy](#)
- ◆ [Setting up a subsidy](#)
- ◆ [Maintaining a subsidy case](#)
- ◆ [Medicaid eligibility](#)
- ◆ [Appeals](#)**GUARDIANSHIP AND GUARDIANSHIP SUBSIDY**

Legal Basis

The legal basis for this chapter includes:

- ◆ Iowa Code sections 232.117, 234.6, and 249A.4
- ◆ Iowa Code section 232.104(2)“d”(1), 232.104(6), and 633.552
- ◆ 1999 Iowa Acts, Chapter 203, section 15, subsection 9
- ◆ 2006 Iowa Acts, House File 2734, section 17, subsection 10
- ◆ 441 Iowa Administrative Code Chapter 204, “Subsidized Guardianship Program”

Definitions

Legal reference: 441 IAC 204.1(234) Definitions

“Child” means a person who has not attained the age of 18.

“Department” means the Iowa Department of Human Services.

“Guardian” means a person who is not the parent of a child, but who has been appointed by a court or juvenile court having jurisdiction over the child to:

- ◆ Have a permanent self-sustaining relationship with the child, and
- ◆ Make important decisions that have a permanent effect on the life and development of that child and to promote the general welfare of that child.

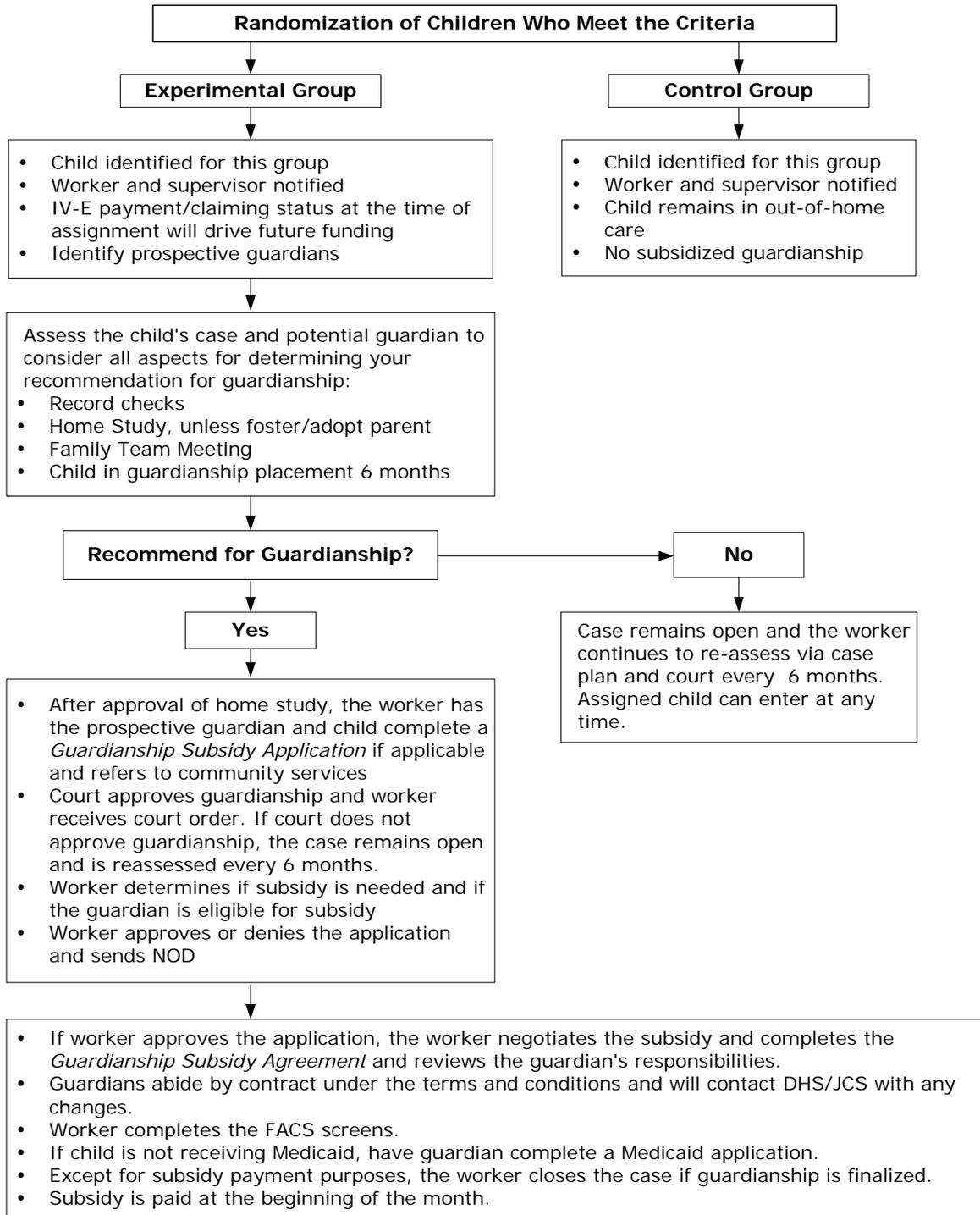
Unless otherwise enlarged or circumscribed by a court having jurisdiction over the child or by operation of law, the right and duties of a guardian with respect to a child are as follows:

- ◆ To consent to marriage, enlistment in the armed forces of the United States, or medical, psychiatric, or surgical treatment.
- ◆ To serve as guardian ad litem, unless the interests of the guardian conflict with the interests of the child or unless another person has been appointed guardian ad litem.
- ◆ To serve as custodian, unless another person has been appointed custodian.
- ◆ To make periodic visitations if the guardian does not have physical possession or custody of the child.
- ◆ To consent to adoption and to make any other decision that the parents could have made when the parent-child relationship existed.
- ◆ To make other decisions involving protection, education, and care and control of the child.
- ◆ Make an annual report to the court. (See the form in [13-D Appendix](#).)

“Guardianship subsidy” means a monthly payment to assist in covering the cost of room, board, clothing, and spending money for the child.

“Sibling group” for the purposes of the guardianship subsidy program, means at least two children who are a whole or half-sibling, including adopted children, with a common parent. Step-siblings are not included as part of the sibling group.

Process Map



List of Requirements

<u>STEPS</u>	<u>METHODS</u>	<u>FORMS</u>
Assessment	Assess the prospective guardian and child. Inform the child, the potential guardian, and the birth family of changing roles and responsibilities.	Comm. 267, "Introducing the Iowa Subsidized Guardianship Program" Comm. 269, "Making the Decision to Become a Child's Permanent Family"
Family team meeting	Set up to assess the child and decide if guardianship of the child is recommended or not recommended.	
Application	The guardian and the child complete application (if applicable).	<i>Guardianship Subsidy Application, 470-3632</i>
Court order	The court appoints a guardian for the child.	
Determination of eligibility	Determine if the child in the experimental group is eligible to receive a subsidy.	
Subsidy agreement	If the court-ordered guardian has completed the application, negotiate the subsidy with the guardian.	<i>Guardianship Subsidy Agreement, 470-3631</i>
Medicaid application	If the child is not currently receiving Medicaid, provide a Medicaid application form to the guardian to complete. The IM worker sends a review form to the guardian to complete.	<i>Health Services Application, 470-2927</i>

<u>STEPS</u>	<u>METHODS</u>	<u>FORMS</u>
Notice of decision	After receipt of the court order, send a notice of decision to the guardian and the child.	<i>Notice of Decision: Services, 470-0602</i>
FACS entries	Complete the FACS entry using the FACS Desk Aid.	
Review (if requested by the guardian)	Complete the review of eligibility and current subsidy agreement.	<i>Guardianship Subsidy Application, 470-3632</i>
	The guardian completes the application and medical review forms.	<i>Guardianship Subsidy Agreement, 470-3631</i>
	Complete another subsidy agreement if the subsidy is renegotiated.	<i>Foster Care and Subsidized Adoption Medical Review, 470-2914</i>
Case closing	If the child or guardian no longer meets requirements for subsidy, send a notice of decision to end payment	<i>Notice of Decision: Services, 470-0602</i>

GUARDIANSHIP AND GUARDIANSHIP SUBSIDY

Guardianship offers more permanency than long-term foster care, but less permanency than a return to the child's parents or adoption. When parents are unable to provide daily care for their children, and adoption is not warranted, guardianship can keep children rooted, empower families, and provide permanence for children.

Placement with a legal guardian may be appropriate if a child is unlikely to return home in the foreseeable future and adoption is not possible because either:

- ◆ The child will not consent to adoption;
- ◆ Parental rights cannot be terminated;
- ◆ The child continues to benefit from the relationship with the birth family; or
- ◆ Potential guardians are not willing to adopt the child, even though there is a strong and beneficial emotional bond between them.

Before you recommend guardianship, you must evaluate:

- ◆ The potential guardian's ability to nurture the child.
- ◆ The safety and stability of the potential guardian's home.
- ◆ The potential guardian's understanding of the role expected.
- ◆ The potential guardian's attitude toward the child's family.
- ◆ The potential guardian's willingness to make a long-term commitment to the child.
- ◆ If the child needs child welfare services.
- ◆ The attitude of the birth parents.

Conduct a family team meeting to do a comprehensive evaluation of these issues.

All members of the team need to be prepared for meaningful participation in the meeting by gaining an understanding of the guardianship permanency option and its effects on the child's future and the parents' rights and responsibilities.

The purpose of a guardianship subsidy is to provide a greater level of permanency for children who would otherwise remain in long-term foster care. Many relatives, non-relatives, or foster (resource) parents are willing to care for these children but are unable to manage the financial burden or unable to meet the medical needs of the children.

The subsidy provides financial assistance and medical assistance to the guardian of an eligible child to assist guardians in providing proper care for the child. Subsidized guardianship cases do not have ongoing services or supervision by the Department.

Best Interest of the Child

The recommendation of guardianship as the child's permanency goal is appropriate when guardianship will assure the child's safety and is consistent with the well-being and permanency needs of the child. Guardianship may be in the child's best interests if the following factors have been considered:

- ◆ The wishes of the child's prospective permanent legal custodian;
- ◆ The wishes of the child age 10 or older;
- ◆ The interaction and interrelationship of the child with:
 - The birth parents, when applicable, and
 - The prospective permanent legal custodian;
- ◆ The child's adjustment to the present home, school, community;
- ◆ The child's need for stability and continuity of relationships; and
- ◆ The mental and physical health of all individuals involved.

A guardianship placement does not receive Departmental supervision. Children who have ongoing needs for purchased child welfare services through the Department at the time of referral should not be referred for subsidized guardianship.

Parental Rights

Legal reference: 441 IAC 204.5(234) Parental liability

Parental residual rights and responsibilities are not affected by guardianship. However, it is important to inform the child's parents that the court can define or limit their rights through the guardianship order. Rights that may be affected include visitation, consent to adoption, support, and lines of inheritance.

Guardianship subsidy payments are considered foster care payments for purposes of child support recovery and as such create a support debt for the child's parents.

ASSESSING A POTENTIAL GUARDIAN

A potential guardian for a child may be the child's foster (resource) parent, a relative, or a non-related person with whom the child has a relationship. Consider the following factors to determine the appropriateness of a person to be a child's guardian:

- ◆ The best interest of the child.
- ◆ The potential guardian's ability to nurture the child.
- ◆ The degree of the potential guardian's commitment to the long-term care of the child.
- ◆ The potential guardian's understanding of the role expected and attitude toward the child's family.
- ◆ Record checks.
- ◆ A home study, unless the potential guardian is a licensed foster parent or adoptive parent.
- ◆ A home visit to determine the safety and stability of the home (if not previously done).
- ◆ A financial statement by the family to determine the family's financial means to care for additional children. (The subsidy payment should not be used as a source of income to support the family, but to assist the family in meeting the needs of the child.)
- ◆ Three references provided by the family, with the ability to also check three unsolicited references if needed.

Explore with the guardian how the guardian's responsibilities will affect the guardian's relationship to the child and the family.

Record Checks

Do record checks on anyone in the potential guardian's home who is aged 14 or older. The child's case manager should do the checks from the Central Abuse Registry and Sex Offender Registry. Obtain criminal record checks as follows:

- ◆ **Foster (resource) parents:** The record check completed at the time of licensing (or subsequent to licensing, if needed) is sufficient and does not need to be repeated.
- ◆ **Relative or non-relative with an approved home study:** If a home study was obtained, either through a purchased study in Iowa or a study obtained through the Interstate Compact on the Placement of Children, and record checks were obtained through the study, checks do not need to be completed.
- ◆ **Relative or non-relative without an approved home study:** The prospective guardian will need to obtain the criminal record checks through the Division of Criminal Investigations (DCI) of the Iowa Department of Public Safety. The forms needed for the criminal history checks may be obtained by:
 - Downloading them from the DCI web site
<http://www.state.ia.us/government/dps/dci/crimhist.htm>; or
 - Calling DCI at (515) 281-4776.

A criminal history check must be done on each name a person has had including maiden names, previous married names, or aliases. A \$13 fee is required for each name and payment must be included with the request.

If any person in the prospective guardian's household has a record of founded abuse, a criminal conviction, or placement on the Sex Offender Registry, the home shall not be approved for the child's placement, unless an evaluation of the abuse or criminal conviction determines that the abuse or crime does not warrant prohibiting the placement of the child.

If there is a founded report on anyone living in the home, contact the perpetrator and inform the person of the results of the check and of the possible effect on the child's placement. Offer the person the opportunity to complete and submit form 470-2310, *Record Check Evaluation*, within ten calendar days. If the evaluation is not returned within ten days, deny the application.

When the evaluation form is submitted, the child's case manager, the case manager's supervisor, and another Department staff person shall evaluate the record and determine if:

- ◆ The risk of harm is too great to allow the child's placement; or
- ◆ The risk of harm is minimal and the placement can occur.

Document this decision on form 470-2386, *Record Check Decision*. Send a copy to the perpetrator and keep a copy in the child's file.

Responsibilities of the Guardian

A guardian's general responsibilities are listed under [Definitions](#). To receive a subsidy, the guardian must also agree to:

- ◆ Report any unearned income of the child to the Department and provide documentation from any source of the child's unearned income.
- ◆ Find and use services available free of charge to meet the needs of the child.
- ◆ Complete medical review forms at least yearly or more often if requested.
- ◆ Participate in the annual court review by completing the probate court review form for the court's review. (See sample form in the [13-D Appendix](#).)
- ◆ Notify the Department in writing in the event of any of the following:
 - The child no longer lives with the guardian, except when the child leaves for treatment and the plan is for the child to return to the guardian's home.
 - The child marries, enlists in the military, or dies.
 - The terms of the *Guardianship Subsidy Agreement* are concluded.
 - The guardian requests a permanent cessation of the guardianship payment.
 - The guardian is incapacitated and can no longer discharge the responsibilities necessary to protect and care for the child, and the guardianship was or will be vacated.
 - The guardian fails to abide by the terms of the *Guardianship Subsidy Agreement*.
 - The guardianship is terminated by court order.

The guardian should designate a person to notify the Department in the event of the guardian's death.

RECOMMENDATION FOR GUARDIANSHIP

A recommendation for guardianship to the court must include clear and convincing evidence that:

- ◆ Services were offered to the child's family to correct the situation that led to the child's removal;
- ◆ The child cannot be returned home;
- ◆ An adoption would not be a viable permanency option;
- ◆ The birth parents support the guardianship recommendation;
- ◆ The child is not in need of child welfare services;
- ◆ The family team meeting recommendation is for guardianship;
- ◆ The child has been living with the prospective guardian for the last six months;
- ◆ The prospective guardian has a significant relationship with the child and demonstrates a willingness to make a long-term commitment to the child's care;
- ◆ The assessment of the prospective guardian shows that:
 - The guardian can meet the needs of the child and
 - The guardian's home is safe and stable; and
- ◆ Guardianship is in the best interest of the child.

It is important for the child and the parents to understand what guardianship means for the child's future and for the parents' right and responsibilities. The parents must understand and should support the plan for guardianship of their child. The child should also agree with the plan.

ELIGIBILITY FOR GUARDIANSHIP SUBSIDY

Legal reference: Iowa Code section 232.104(2)(d)(1)
441 IAC 204.2(234) Eligibility

The guardian named in a permanency order for a child who was previously in the custody of the Department is eligible for subsidy when the child is assigned to the experimental group and all the following conditions exist:

- ◆ The Department has determined the option of reunification has been eliminated and termination of parental rights is not appropriate.
- ◆ The child has a documented permanency goal of long-term foster care, guardianship, or another planned permanent living arrangement.
- ◆ The child has been in licensed foster care for at least 6 months of the last 12 months.
- ◆ The child either:
 - Is 14 years of age or older and consents to the guardianship, or
 - Is 12 years of age or older and guardianship has been determined to be in the child's best interest, or
 - Is under 12 years of age and is part of a sibling group with a child aged 12 or older.
- ◆ The child must live in continuous placement with the prospective guardian for the six months immediately before initiation of the guardianship recommendation.
- ◆ The guardian is a person who has a significant relationship with the child and demonstrates a willingness to make a long-term commitment to the child's care.
 - The guardian may be a relative or non-relative.
 - Placement with that guardian must be in the best interest of the child. The best interest determination must be documented in the case file.
- ◆ The child has been randomly selected to participate in the subsidized guardianship demonstration project and is assigned to the experimental group.

Under the demonstration project, children who are randomly assigned to the control group are not eligible to receive guardianship subsidy. Children assigned to the experimental group may receive subsidized guardianship if all other conditions are met.

SETTING UP A SUBSIDY

Legal reference: 441 IAC 204.2(234) Eligibility
441 IAC 204.3(234) Application

To set up a guardianship subsidy for a qualified child and guardian, you must:

- ◆ [Receive an application from the guardian.](#)
- ◆ [Receive the court order for guardianship.](#)
- ◆ [Negotiate the amount of subsidy payment.](#)
- ◆ [Complete a subsidy agreement with the guardian.](#)
- ◆ [Send a notice of decision.](#)
- ◆ [Make FACS entries.](#)

Application

Legal reference: 441 IAC 204.3(234) Application

Application for guardianship subsidy can be made any time before the permanency hearing that names the applicant as guardian. To apply, the applicant must submit form 470-3632, *Guardianship Subsidy Application*, to any local office of the Department. The applicant may reside outside of Iowa.

The Department determines whether a child meets eligibility requirements.

Negotiating the Subsidy Amount

Legal reference: 441 IAC 204.4(234) Negotiation of amount of subsidy

Negotiate the amount of subsidy with the guardian. The subsidy payment is made monthly and is based on a flat rate. Base the amount on the needs of the child and the circumstances of the family.

The subsidy shall not exceed the current daily basic foster care rate plus any daily special needs allowance or sibling allowance the child is eligible for, as described in 18-D, [Maintenance Payment](#). Clothing allowance, transportation, school fees, and respite care, etc. are included as part of the subsidized guardianship monthly payment.

Base the decision regarding a special needs allowance on available documentation of the special needs of the child. Add this documentation to the child's file. Use the family's medical insurance, Medicaid, or any services available free of cost before expending subsidy funds.

The Department will enter into the agreement based upon available funds. If you cannot reach an agreement with the family on a negotiated amount of subsidy, inform the family of their right to appeal the decision or to request an exception to policy.

The subsidy amount may be re-negotiated upon the request of the guardian.

Education and Training Vouchers

Under the demonstration program, children who enter subsidized guardianship after reaching age 16 are eligible to receive education and training vouchers funded through the Chafee Foster Care Independence Program. The Department may place priority to provide vouchers to foster care youth in the event the number of eligible youth exceeds available voucher funding.

Receipt of Court Order

Only the court has the jurisdiction to award guardianship. The subsidy cannot begin until the court order is issued. If the court does not award guardianship, reassess the case every six months.

Subsidy Agreement

The *Guardianship Subsidy Agreement*, form 470-3631, establishes the terms of a subsidy for the guardianship placement of the child. Explain the provisions of the *Agreement* to the guardian and child.

When negotiations are completed and the court has awarded guardianship, the guardian and the Department worker shall complete and sign the *Subsidy Agreement*.

The *Guardianship Subsidy Agreement* must be completed and signed before any subsidy payment can be authorized.

The effective date of the subsidy payment shall be the date the guardianship order is signed if all other conditions of eligibility are met. The agreement remains in effect regardless of the state in which the guardian resides.

Each time negotiations are completed, the *Guardianship Subsidy Agreement*, form 470-3631, shall be completed and signed by the guardian and the Department worker.

Notice of Decision

Notify the guardian and child regarding the guardian's eligibility for the program using form 470-0602, *Notice of Decision: Services*. Complete the *Notice of Decision: Services* following initial determination.

FACS Entry

Complete FACS entries to initiate payment of the subsidy. Open the FACS subsidy case when the foster care case is closed to ensure that there is no interruption in medical coverage for the child. Entry directions are found in the FACS Desk Aid. Update FACS as needed to reflect child's and guardian's circumstances correctly.

Note: The Department will continue to collect child and medical support on behalf of a child in a subsidized guardianship placement. If the child does not move directly from a foster care placement to a guardianship placement, make a new referral to Child Support Recovery (ICAR).

MAINTAINING A SUBSIDY CASE

Legal reference: Iowa Code section 232.104(6)

The court maintains jurisdiction of guardianship cases established under a permanency order and annually reviews the order to ascertain whether the best interest of the child is being served. The subsidy worker should request a copy of the annual court review.

The guardian shall complete medical review forms when requested; but must do so at least yearly. If the guardian fails to participate in the annual Medicaid review, the subsidy worker will evaluate the eligibility for the ongoing subsidy payment.

Send a *Notice of Decision: Services*, form 470-0602, to notify the guardian of the eligibility determination.

Placement Outside the Guardian's Home

Legal reference: 441 IAC 204.4(3)

If a child in subsidized guardianship needs a service in the future to maintain or stabilize the placement, this service would be appropriate. Consider using Medicaid or other services that would meet the needs of the child. If the child is placed outside the guardian's home, reevaluate the subsidy.

If a child needs to be placed out of the guardian's home for treatment and the plan is for the child to return to the guardian's home, a partial subsidy amount may be negotiated to cover such areas as mileage to attend therapy sessions, meals, and overnights, as necessary.

Termination of Subsidy

Legal reference: 441 IAC 204.6(234)

Terminate subsidy when any of the following occur:

- ◆ The child reaches the age of 18, unless the Department determines that the subsidy may continue until the child reaches the age of 19 to facilitate the child's completion of high school or a high school equivalency diploma.
- ◆ The child marries or enlists in the military.
- ◆ The child no longer lives with the guardian, except for placement outside of the guardian's for treatment and the plan is for the child to return to the guardian's home.
- ◆ The relationship ends due to the death of the child or the death of the guardian of the child (one in a single-parent family or both in a two-parent family).
- ◆ The terms of the *Guardianship Subsidy Agreement* are concluded.
- ◆ The guardian requests that the guardianship payment cease.
- ◆ Due to incapacity, the guardian can no longer discharge the responsibilities necessary to protect and care for the child, and the guardianship has been or will be vacated.
- ◆ The guardian fails to abide by the terms of form 470-3631, *Guardianship Subsidy Agreement*.
- ◆ The guardianship case is terminated by court order.
- ◆ The Department funds for subsidized guardianship are no longer available.

Close the case effective the day the subsidy is terminated. Send a *Notice of Decision: Services*, form 470-0602, stating the reason for the termination of subsidy to both the guardian and the child.

Reinstatement

Legal reference: 441 IAC 204.7(234)

Reinstatement of the subsidy shall be made when the subsidy was terminated because the guardian requested that the guardianship payment cease. Upon the request of the guardian to reinstate the guardianship subsidy, the guardian shall submit a new application.

Redetermine eligibility, issue a *Notice of Decision*, and complete a new *Guardianship Subsidy Agreement*, form 470-3631.

MEDICAID ELIGIBILITY

Legal reference: 441 IAC 204.9(234)

Medical benefits are available to the child in accordance with the procedures and benefits of the state in which the child resides. Children receiving subsidy in Iowa are entitled to Medicaid. The income maintenance worker is responsible for:

- ◆ Determining Medicaid eligibility.
- ◆ Acting on reported changes.
- ◆ Completing Medicaid eligibility reviews as required by the child's coverage group. (See 8-H, [Case Maintenance: Reviews](#).)
- ◆ Completing an automatic redetermination when subsidized guardianship terminates or eligibility no longer exists.

The guardian is required to complete medical eligibility forms as requested by the income maintenance worker.

If the guardian moves out of Iowa, the guardian is required to apply for medical assistance in the new state of residence. Medical assistance available in the guardian's state of residence may vary from Iowa's medical assistance. Iowa shall provide medical assistance for children who are not eligible in their state of residence.

When an Iowa child receives medical assistance from another state, Iowa will discontinue paying any medical costs the month following the move, unless additional time is necessary for a timely notice of decision to be provided to the guardian.

APPEALS

Legal reference: 441 IAC 204.8(234) Appeals
441 IAC Chapter 7

The guardian may appeal the Department's decision to reduce, change, or terminate assistance in accordance with rules and procedures of the Department's appeal process. The Department's *Notice of Decision*, 470-0602, sent to the guardian and child includes the appeal rights.

For instructions on appeals, see 1-E, [APPEALS AND HEARINGS](#). More information on the appeal process may be obtained from the Department's Appeals Section.



THOMAS J. VILSACK, GOVERNOR
SALLY J. PEDERSON, LT. GOVERNOR

DEPARTMENT OF HUMAN SERVICES
JESSIE K. RASMUSSEN, DIRECTOR

February 15, 2000

GENERAL LETTER NO. 13-D(1)-1

ISSUED BY: Bureau of Permanency Services, Division of Adult, Children and Family Services

SUBJECT: Employees' Manual, Title 13, Chapter D(1), *Guardianship Subsidy*, Title page, new; Contents (page 1), new; pages 1-14, new.

Summary

This chapter of the manual describes a new program, guardianship subsidy. This program provides financial assistance to court-appointed guardians of eligible children who cannot be adopted and who are not able to return home. To be eligible, a child must be in foster care subsidized by the Department at the time of application and must have lived in foster care for at least 12 months of the last 18 months.

Children who are at least age 14 may be appropriate for subsidized guardianship when reunification has been eliminated and termination of parental rights is not appropriate. Children younger than 14 may be eligible for a subsidy if they are part of a sibling group and one of the siblings is at least 14 years of age.

Subsidy is awarded on a first-come, first-served basis within the funds available. An agreement is negotiated with the guardian for a subsidy and information entered into the FACS system for payment. The subsidy is paid monthly and is based on a flat rate. Children in subsidized guardianship are eligible for Medicaid.

Effective Date

April 1, 2000

Material Superseded

None

Additional Information

Due to the expected limited usage, forms for this program will be available through the public state-approved forms folder on Outlook rather than at Anamosa. Refer questions about this general letter to your regional service administrator.



October 20, 2006

GENERAL LETTER NO. 13-D(1)-13

ISSUED BY: Bureau of Permanency Services, Division of Child and Family Services

SUBJECT: Employees' Manual, Title 13, Chapter D(1), **GUARDIANSHIP SUBSIDY**, Title page, revised; Contents (page 1), revised; pages 1 through 14, revised; and pages 15 through 20, new.

Summary

This chapter describes the guardianship subsidy waiver program. The Department is implementing a five-year demonstration waiver project for guardianship subsidy. This project will test new approaches to service delivery for improving outcomes for children and families and to allow children a more permanent placement than they have in foster care.

Eligible children who are not able to return home and are not able to be adopted will be randomly assigned to a control group or an experimental group. Children assigned to the control group will not be eligible to receive guardianship subsidy.

Children assigned to the experimental group will be eligible to receive a guardianship subsidy if a suitable person becomes the child's guardian. The Department will provide financial assistance to guardians of children in the experimental group, but will not provide supervision or services.

Effective Date

November 1, 2006

Material Superseded

Remove the entire Chapter D(1) from Employees' Manual, Title 13, and destroy it. This includes the following pages:

<u>Page</u>	<u>Date</u>
Title page	February 15, 2000
Contents (page 1)	February 15, 2000
1-14	February 15, 2000

Additional Information

Refer questions about this general letter to your area service administrator.