

## Kinship Support Program (KSP) Frequently Asked Questions Updated 8/4/2021

### *Office of Families and Children*

#### *Policy Questions*

##### **1. What is the Kinship Support Program?**

The kinship support program (KSP) is an ODJFS program that provides financial payments to eligible kinship caregivers for the placement of children in their homes.

##### **2. Who is eligible for the kinship support program?**

A kinship caregiver who is **not** certified as a foster caregiver in accordance with Chapters 5101:2-5 and 5101:2-7 of the Administrative Code is eligible to receive KSP payments for a child placed in the kinship caregiver's home when:

- a. The child is in the temporary, permanent, or legal custody of a public children services agency (PCSA); or
- b. The child is under the care of a Title IV-E agency with legal responsibility for care and placement of the child and which has a Title IV-E subgrant agreement in effect.

##### **3. How long will eligible kinship caregivers receive KSP payments?**

Eligible kinship caregivers will receive KSP payments in accordance with the following timeframes:

- a. For not more than nine months after December 29, 2020 (the date of enactment of Senate Bill 310 of the 133<sup>rd</sup> General Assembly) when the child was already placed in the kinship home;
- b. For not more than nine months from the date of placement when the child is placed in the kinship home during the nine-month period that begins with December 29, 2020 and ends September 29, 2021; or
- c. For not more than six months from the date of placement when the child is placed in the kinship home on or after September 30, 2021.

#### **4. How much is the KSP payment?**

The kinship caregivers will receive \$10.20 per day for each kinship child placed in their home. The kinship caregiver is to receive KSP payments until the earliest of the following:

- a. The kinship caregiver obtains foster home certification in accordance with Chapters 5101:2-5 and 5101:2-7 of the Administrative Code; or
- b. The applicable timeframe specified in Question 3 above is exhausted; or
- c. The child is no longer placed in the kinship caregiver's home.

#### **5. Do kinship caregivers need to apply for this payment?**

No, kinship caregivers do not need to apply for KSP payments. Eligible kinship caregivers will be identified and paid based on the information entered into the Statewide Automated Child Welfare Information System (SACWIS). There is no application for this program.

#### **6. When will kinship caregivers receive KSP payments?**

The first payments for this program will be issued in April 2021. Payments will be made retroactively back to the date of December 29, 2020 for all eligible kinship placements. Payments will be sent directly to kinship caregivers on the 10th of every month thereafter.

#### **7. Can a nonrelative caregiver be eligible for KSP?**

Yes. The definition of "kinship caregiver" which is in Ohio Revised Code (ORC) section 5101.85 includes nonrelative adults that have a familiar and long-standing relationship or bond with the child or the family.

#### **8. If a youth enrolled in Bridges is living with a relative, is that caregiver eligible to receive KSP?**

No, youth enrolled in Bridges are not in the custody of the PCSA and are not placements in the caregiver's home. They are considered household members of the host home.

#### **9. What training requirements can be waived for kinship caregivers who are working towards foster care certification?**

Any training hours and topic requirements may be waived. Assessors must request waiver approval via SACWIS in accordance with rule 5101:2-5-18 of the Administrative Code.

#### **10. Is there a process for the kinship caregiver to waive KSP for any reason?**

No, the statutory requirements do not provide an option for a kinship provider to opt out of KSP. Kinship caregivers will receive the full amount of the KSP in accordance with the timeframes prescribed in the statute and in the rule.

**11. If a kinship caregiver has a child placed who is in PPLA, is that kinship caregiver eligible for KSP?**

PPLA is a legal custody status and is covered under the term "legal custody". Therefore, a kinship caregiver who has a child who is in a PPLA placed in the home is eligible for KSP.

**12. Are kinship caregivers required to go through the certification process to become certified foster caregivers?**

Kinship caregivers have the option to be certified as foster caregivers. They will not be required to be certified. However, the only way they will receive payments (foster care maintenance) for the child after KSP ends is if they choose to become certified.

**13. Will the PCSA be the pass-through entity for KSP payments, or will they be issued directly to the kinship caregiver?**

ODJFS will make KSP payments directly to the kinship caregiver.

**14. Are KSP payments allowed for multiple placement episodes of a child?**

Payment timeframes are specific to the kinship caregiver and the custody episode. A kinship caregiver will not be able to receive more than six or nine payments in the same custody episode. However, a new kinship caregiver will be eligible to receive KSP for the child in the same custody episode.

**15. How does this program operate in counties that already pay a stipend to kinship caregivers?**

KSP will be implemented the same way across all counties. It will be at the discretion of the local PCSA who has a local program to determine how they will proceed with their program.

**16. If a child in PCSA custody is placed with a kinship caregiver out of state, will that caregiver receive KSP payments?**

Yes, if the child is in the custody of the Ohio PCSA or other Title IV-E agency and is placed with a caregiver that meets the definition of "kinship caregiver" in ORC 5101.85, that caregiver will receive KSP payments. If that caregiver is a licensed foster caregiver in the other state, then it is the expectation that the caregiver will receive foster care maintenance payments.

**17. If a kinship placement is entered into SACWIS, but there is no approved home assessment in SACWIS, will the kinship caregiver receive KSP payments?**

A kinship caregiver who receives the placement of a child in the custody of a PCSA or other Title IV-E Agency will receive KSP payments retroactive to the date of placement in SACWIS (or December 29, 2020 if the child was already placed in the home) once the kinship assessment is approved. Until the assessment is approved, payments will not be issued.

**18. Should an individual become approved as a FC provider with a "waived" requirement status, will that provider be limited to only fostering children placed in kinship -OR- will that individual be able to foster other children under a "waived" requirement status?**

If the home is approved via a waiver, then the home will only be available for the kin placed in that home. However, through an amendment the home can be approved to accept non-kin if all licensing requirements are met. This clarification is being added to 5101:2-42-18.2.

**19. Are kinship providers who receive KSP payments still eligible for the Kinship Permanency Incentive Program (KPIP) after granted legal custody?**

A kinship caregiver who meets the requirements of KPIP will be eligible for that program upon obtaining legal custody or guardianship of the child. The receipt of KSP payments will have no bearing on KPIP eligibility.

**20. Is there any consideration of providing additional payments or services for children with higher needs?**

Ohio Revised Code does not provide for additional KSP amounts for children who have special needs. Kinship caregivers are encouraged to work with the custodial agency and Ohio Kinship and Adoption Navigator (OhioKAN) Program to determine what additional resources are available and accessible for kinship families.

**21. When the kinship caregiver becomes certified, will the private agency who recommends certification begin getting per diem payments for administrative costs as well?**

Once the kinship caregiver becomes a certified foster parent, they are to be treated as any other foster family. This will involve negotiation between the PCSA and the private agency on the per diem rate and how much administrative funds the private agency will receive.

**22. There have been delays with receiving criminal check results. Is there any way to expedite these?**

Yes. Prospective foster or kinship caregivers (or recommending agency staff) can request expedited processing of their criminal checks from the Ohio Attorney General's Bureau of Criminal Investigation (BCI) by sending an email to FosterCheck@OhioAttorneyGeneral.gov. (Expedited processing is available to prospective foster and kinship caregivers at no additional charge.)

**23. If a youth in custody is placed with their parent, will that parent receive KSP?**

KSP payments will not be paid to a kinship caregiver where the relationship to provider is listed as Mother or Father unless parental rights have been terminated. For the purposes of KSP eligibility, a kinship caregiver is any of the following who is eighteen years of age or older and is caring for a child in place of the child's parents:

1. Individuals related by blood or adoption to the child including:
  - Grandparents, including grandparents with the prefix "great", "great-great", or "great-great-great."
  - Siblings.
  - Aunts, uncles, nephews, and nieces, including such relatives with the prefix "great", "great-great", "grand", or "great-grand."
  - First cousins and first cousins once removed.
2. Stepparents and stepsiblings of the child.
3. Spouses and former spouses if individuals named above.
4. A legal guardian of the child.
5. A legal custodian of the child.
6. Any nonrelative adult that has a familiar and long-standing relationship or bond with the child or the family, which relationship or bond will ensure the child's social ties.

**24. Should the KSP \$10.20 per day payments be listed in the per diem section of an ICCA?**

No, the KSP payments are generated from the state, not the county, and therefore they should not be included on the ICCA.

**25. If a youth has been on a trial home visit with their parents but the court delays have impacted permanency, will the kinship caregiver still be eligible for KSP if the youth have not been in their home? What does that look like with a trial home visit?**

KSP will be issued for leaves up to 14 consecutive days as long as they return to the same placement. KSP will follow the same rules as Foster Care Maintenance with the exception of KSP will pay a kinship caregiver when a child is in the placement

type of detention. For the situation mentioned, a KSP service auth would be created, but no payment as the leave extends more than 14 days.

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***Ohio SACWIS Questions***

**1. Will there be a way to document in Ohio SACWIS that a caregiver was offered certification? This might mitigate the risk for counties if caregivers report they weren't given the opportunity to become certified.**

SACWIS has designed functionality where agencies will have the ability to document if a kinship caregiver is pursuing licensure, submitted an application, and document if they have no intent to pursue foster care licensure with the date they declined. Agencies would also be able to document the conversation in an Activity Log on the Provider.

**2. What are the timeframes for entering and completing a pursuing foster licensure record? If the caregiver changes their mind, do we just mark it as created in error?**

The Pursuing Licensure was added for Title IV-E Agencies to be able to draw down non-placement related administrative costs. These records are being included in the Eligibility Ratio count. Users can enter an End Date to reflect the date the Provider decided to no longer pursue foster care certification.

**3. Does a new placement have to be recorded when the placement becomes a certified foster home which would require the initial 7-day placement visits and a new ICCA?**

Ohio SACWIS developed a knowledge base article to walk users through updating a placement setting from kinship to foster care through a service authorization without showing as a new placement in the system. The new placement is what displays the action items for a 7-day visit and ICCA. The article may be found at: SACWIS Knowledge Base - Updating a Kinship Placement to a Licensed Foster Setting Through the Service Authorization ([jfskb.com](http://jfskb.com))

**4. How is a provider's payment information entered for KSP payments?**

Provider payment information for KSP will be entered the same way as Adoption Subsidy payments. Caregivers will need to let county agencies know where they want payments to go and enter that in the provider payment information.

**5. Is there a deadline to have the information entered in the Provider Payment Information for kinship caregivers to receive payment monthly?**

The Provider Payment Information must be effective prior to the payment process running (the 10<sup>th</sup> of each month).

**6. How can the process exceptions report be accessed?**

This can be accessed within Ohio SACWIS with the following path: Financial > Payment > Create Payment Requests > Process Exceptions Report.

**7. How do I find the status of a KSP payment?**

A payment's status can be found on the Reimbursement Details report when searching for that payment. This report is accessed from within the Payment Search screen.

**8. How can we identify a Provider's Provider Type Status?**

With the Provider in focus, click on Provider Information. From this screen there is a section for Provider Type Status, please make sure to select Include Closed Type Status. You can then click on the status and it will show you the history for that Provider Type.

*Payment Questions*

**1. What day will the payment be generated?**

During phase one, we are creating payments during the weekend around the 10th of the month. During Phase 2, payments will consistently be generated on the 10th of every month. Payments are for prior months.

**2. How long should we wait before requesting a stop payment if a check wasn't received by the caregiver?**

If the Provider Payment Information was correct, agencies need to wait 10 calendar days from the date the payment was sent to OAKS. If the Provider Payment Information was NOT correct, the timeframe for submitting a stop payment is different based on if the caregiver has a forwarding address established. If so,

agencies need to update Provider Payment Information within Ohio SACWIS and wait 30 calendar days.

**3. If KSP Payments were sent to a wrong address, how did this happen and how can we correct it?**

If a KSP Payment went to the wrong address, it is due to the Provider Payment Information in Ohio SACWIS that was in effect when the payments were generated. Please refer to the SACWIS Knowledge Base Article for requesting a Stop Payment. If you believe their payment information was correct at the time the payment process ran, please contact the SACWIS Help Desk.

**4. If a kinship assessment is pending for longer than 30 days and all we are waiting for is the fingerprints, what will happen to payments?**

Ohio SACWIS will generate a payment for the initial 30 days and then once the assessment is approved, it will generate retro payments for the days leading up to the approval.

**5. How do we report if a KSP payment is not calculated correctly?**

If you believe a payment was not calculated correctly, please contact the SACWIS Help Desk.

**6. Is there a phone number the Kinship Provider can call if they have a question regarding payments not received?**

They can contact the OFC Help Desk: [Help-Desk-OCF@jfs.ohio.gov](mailto:Help-Desk-OCF@jfs.ohio.gov) or 1-866-886-3537 OPTION 4.

**7. Is there a payment report to show if payment was sent by paper check or EFT?**

The Payment Reimbursement Detail Report shows the Warrant Status (Column AM). The warrant status will be specific to whether it was an EFT or warrant (check).

**8. Does the state have a form for EFT?**

There is not a JFS form for obtaining EFT information. Payee information is entered into the Payment Provider Information screens of Ohio SACWIS.

*Office of Family Assistance Questions*

**1. Can kinship caregivers receive both KSP and Ohio Works First-child only benefits?**

No, kinship caregivers cannot receive both KSP and Ohio Works First (OWF)-child only benefits for the same child at the same time. The Office of Family Assistance updated their rule to reflect this requirement with an effective date of April 2021. Eligible caregivers may apply for OWF-child only benefits once the KSP payments have ended.

**2. How do we identify kinship caregivers who have received OWF since December 29, 2020 (the date of enactment of Senate Bill 310 of the 133rd General Assembly) so they do not get duplicate payments for OWF and KSP?**

Caregiver can receive both OWF and KSP payments for a child from December 29, 2020 until the effective date of the revised OWF rule, which is slated to be effective April 1, 2021.

**3. If a kinship caregiver has custody of a child, can the kinship caregiver choose to receive KSP instead of child only OWF?**

A kinship caregiver who has custody of a child is not eligible to receive KSP, since the child must be in the custody of the PCSA or Title IV-E agency.

**4. Will the kinship support payments be included in SNAP/Medicaid eligibility?**

For SNAP, the KSP payment is to be treated the same as a foster care payment; meaning, the assistance group has the option to include or exclude the children for whom the KSP is being received in the assistance group. If the children are included in the SNAP assistance group, then the KSP payments for those children are included as well. Conversely, if the children are excluded, then the KSP payments are excluded.

**5. Can a caregiver choose to get child only OWF instead of KSP payments?**

Pursuant to the executive order, ODJFS must make KSP payments to eligible kinship caregivers and there is no application process or avenue to deny the payment. Therefore, the caregiver is not able to choose to receive child only OWF instead of KSP. The caregiver is able to apply for child only OWF when KSP payments end.

**6. Will KSP payments be included for subsidized child care eligibility?**

No, KSP payments are excluded from the income calculation for subsidized childcare benefits.

## **7. Does anything show up in Ohio Benefits concerning KSP payments?**

KSP payments will not be sent through the existing Ohio SACWIS/Ohio Benefits interface at this time. The Office of Families and Children is sending spreadsheets of newly eligible caregivers/children to the Office of Family Assistance each month to inform of the payment. After receiving this information, the Office of Family Assistance will be sending information to the county agencies to verify if the payments are ongoing.

## **8. Is there a point person at the local offices of ODJFS to help with questions about KSP?**

While some local CDJFS agencies may have someone identified as a point of contact, there is no list of local POCs available. Questions about KSP may be directed to the OFC Help Desk.

### ***Office of Child Support Questions***

#### **1. Will the caretaker be sent to SETS if they are receiving KSP benefits?**

If the child is in temporary or permanent custody of the Title IV-E Agency (PCSA) and a caretaker is receiving KSP benefits, a referral will be sent to SETS based on when the Title IV-E Agency received custody. Since the child is in the custody of the Title IV-E Agency, the referral to SETS will not provide caretaker information, only caretaker/custodial agency information.

#### **2. How should IV-A benefits be handled in SETS when KSP benefits are being received?**

IV-A and KSP benefits cannot be received concurrently. The application process will follow previously existing IV-E Foster Care Maintenance (FCM) referral processes when IV-A benefits are being received:

- If case is IV-A and IV-E referral is received, error F63 - CHILD PARTICIPANT ACTIVE IN An IV-A CASE will generate when processing the application. The IV-E case cannot be set up until the IV-A benefits are terminated.
- If case is IV-E and IV-A referral is received, IV-E will be terminated. Please refer to the workflow on the innerweb: [SETSwf-4Arefer-chdact4E.stm](https://www.state.oh.us/SETSswf-4Arefer-chdact4E.stm) ([state.oh.us](https://www.state.oh.us))

**3. Will child support be assigned to the state or payable to the Title IV-E Agency? How will the caretaker receive the child support funds?**

If the child is IV-E eligible, the support will be assigned to the state and if the child is not eligible, the support will disburse to the Title IV-E Agency. The SETS case will be updated based on the information received in the SACWIS file, no SETS or SACWIS worker intervention is needed during or after the issuance of KSP. The caretaker/custodial agency is responsible for using any funds received towards that child's care. Some agencies will pass these funds to the caretaker.