Transitioning Post Adoption Special Services Subsidy (PASSS) to the State

Effective July 1, 2022

ODJFS – Office of Families and Children: Children Services Training and Development Team

PASSS Background

- 1997 Created
- Title IV-B funding
- OAC 5101.2-44-13
- OAC 5101.2-44-13.1
- County administered
- 2020 CST Recommendation
- 2022 Budget Bill transitions PASSS to ODJFS July 1, 2022
- ORC 5101.1418

OAC Rule - Rescinded and issued as new rule

5101.2-44-13 Administration of the PASSS program
Outlines new process, timeframes, roles and responsibilities for:
- Applicant
- OhioKAN
- ODJFS
OAC Rule- Rescinded and issued as new rule

5101:2-44-13.1 Eligibility and application process for the PASSS program
  • PCSA responsibilities for SFY22 applications
  • General eligibility
  • Documentation requirements
  • Allowable services
  • Limitation of funds

Prior to the transition
  • PCSAs are not to accept applications for services that will start after 6/30/22.
  • Invoices for SFY22 approved services are to be entered and paid by 9/30/22.

Which children are eligible for PASSS?

- Adopted by someone other than step-parent
- Resides in Ohio with adoptive family
- Has disability or condition that existed prior to the adoption or can be attributed to pre-adoption history
- Child is under 18, or 18-20 with a mental, emotional, developmental, or physical disability
- Other sources of assistance are not adequate or available to the family
What's Covered?

- Medical and surgical services
- Psychiatric, psychological, and counseling services
- Residential treatment
- Treatment foster care
- In-patient hospitalization services
- Respite services

What's Not Covered?

- Tuition and tutoring
- Cosmetic dental and orthodontia
- Medical/Mental Health co-payments
- Prescriptions or their co-payments
- Recreational services or activities
- Travel related expenses
- Computer software/equipment not recommended by qualified professional
- Child care services
- Property fences

What's Not Covered?

- Food/supplements
- Service animals
- Adoption services
- Services of equal or greater benefit to family members
- Services to a child without a parent-child relationship
- Services that facilitate contact with a parent whose rights are terminated
- Services for a child in custody of an agency
- Legal fees to finalize an adoption
Maximum funds per child per SFY

$10,000
$15,000
- Loss of employment + JFS 01051
- Residential treatment, in-patient hospitalization, treatment foster care + JFS 01051

Adoptive Parent’s Portion of Fees

5% copay
- May be waived depending on income

Overage amount
- Paid by family

Example
- Service Cost - $15,000
- Approved amount - $10,000
- Family must pay $500 for copay
- Family must pay $5,000 for overage

Adoptive family pays $5,500 for $15,000 in services
Services are considered for approval if:
- Child is not eligible for Medicaid
- Service is not covered by Medicaid or family's insurance
- Provider doesn't accept Medicaid or family's insurance

Can’t exceed what Medicaid would cover
If not a Medicaid expense, must be a reasonable amount

Knowledge Check #1
Click the link in the QA to answer the knowledge check questions.

Question #1
The following children are eligible for PASSS funding:

A. A child adopted by their step-parent
B. A child who resides in Ohio with their adoptive family
C. A child who is under 18
D. A child who is aged 18-20 with a mental, emotional, developmental or physical disability

E. B, C, and D are correct

Remember that kids adopted by their step-parent are not eligible for PASSS
**Question #2**
Medical and surgical services, psychiatric services and respite services may all be covered by PASSS funding.

**True**
False

These services are eligible for PASSS funding with proper documentation that the services are needed by a qualified professional.

**Question #3**
Which of the following services are NOT covered by PASSS funding?:

A. Treatment foster care  
B. Service animals   
C. Services that involve biological parents  
D. Residential Treatment   
E. Both B and C are correct

Service animals and any services that facilitate contact with a parent who had parental rights terminated are not be covered by PASSS.
OhioKAN Role

- Assist: Assist family with documentation
- Explore: Explore other sources of support and services
- Refer: Refer child to OhioRISE
- Forward: Forward documentation to ODJFS within 15 days

Included with the JFS 1050 Application

What's Next?

Applicant OhioKAN ODJFS
ODJFS Role

Review

Notify

Once PASSS is approved...
The treatment plan must be provided to ODJFS

- Within 45 days of initial visit
- Completed by the PASSS provider

Note: Funds are subject to suspension if not received within 60 days
Invoices

- Submitted to ODJFS - JFS_PASSS@jfs.ohio.gov
- As services are rendered
- By September 30

**ODJFS Role**

- Review each PASSS approval each quarter
- Notify families who've not utilized funds
- Request justification
- May release funds
- State hearing eligible

**PASSS Flowchart**

START HERE

- Eligibility determination
- Notify families
- File for benefits
- Request additional information
- Notify families
- Case plan
- Evaluation
- Determination
- Appeal
- Escalation
- Transition to other needs

KEY:

- Eligibility
- Notification
- Application
- Case Planning
- Evaluation
- Determination
- Appeal
- Escalation
- Transition to other needs
Knowledge Check #2
Click the link in the QA to answer the knowledge check questions.

Question #1
Families will still be able to apply for PASSS funding through their local county agency.

True
False
Families will no longer be able to apply for PASSS funding at their local county agency and will now have to apply for PASSS funding through OhioKAN when services are slated to begin after July 1 of this year.

Question #2
Which of the following pieces of information does NOT need to be included with the PASSS application?

A. Child’s Needs
B. JFS 1681 Financial Statement
C. Adoptive Family Home Study
D. JFS 1052 Credentials of Provider

The adoptive family’s home study is not required as part of the PASSS application, but all other choices are needed.
Question #3
Which of the following is an ODJFS role in PASSS applications?

A. Reviewing the documentation for completion  
B. Notifying the family of approval or denial of the application  
C. Finding services for the family  
D. Refer the family to OhioRISE  
E. Both A and B are correct.  

Remember that finding services and referring the family to OhioRISE are the roles of OhioKAN.

PASSS Resources

- 5101:2-44-13  
- 5101:2-44-13.1  
- OhioKAN: www.ohiokan.jfs.ohio.gov  
- OhioKAN: 1-844-OHIOKAN  
- OhioKAN: ohiokan@kinnectohio.org  
- PASSS email: JFS_PASSS@jfs.ohio.gov  
- Shalene.Williams@jfs.ohio.gov  
- OFC Automated Services Helpdesk: SACWIS_Help_Desk@jfs.ohio.gov

Reminders

PASS administration comes to ODJFS 7/1/2022.  

The Q&A and PowerPoint documents will be posted to the Children Services Training & Development website listed here: https://jfs.ohio.gov/ocf/training.stm

Training recordings are also available on our team's Stream channel. You can find that link here: https://bit.ly/TrainingStream

For any questions related to the training team, please reach out to OFCTraining@jfs.ohio.gov
Adoptive family starts PASSS application via portal or contact with navigator

Navigator assists family with application completion

Navigator submits application to ODJFS within 15 days of completion

ODJFS Approves or Denies within 45 days

If Approved, Family Notified

ODJFS Creates and issues payment

Adoptive Family or Provider requests a payment from ODJFS

Family provides treatment plan (within 45 days of initial visit)

ODJFS Creates and issues payment

Payment is mailed to family or provider through OAKS process

Family provides treatment plan within 60 days

Treatment plan not submitted, Verification of Treatment Plan letter sent

Treatment plan is not submitted.

Family provides adequate response, funds are maintained.

Family does not respond or provide adequate justification within 20 days.

Family reports they no longer need funds, funds are released

If Denied, Family is notified and has right to state hearing within 15 days

Family Appeals decision

Appeal Sustained, PASSS decision overturned

Appeal Overrules and decision remains, PASSS denied

PASSS Approval reviewed every quarter

If funds have not been expended, a letter is sent within 5 days of review

Family provides adequate response, funds are maintained.

Family does not respond or provide adequate justification within 20 days.

Family reports they no longer need funds, funds are released

PASSS is complete. New needs will require new application

Family appeals decision

ODJFS

OhioKAN

FAMILY

Ohio Department of Job and Family Services

PASSS Flowchart