

**NORTH DAKOTA DEPARTMENT OF HUMAN SERVICES
BISMARCK, NORTH DAKOTA
December 5, 2018**

PI 18-28

TO: County Social Services
Regional Supervisors
Division of Juvenile Services LSS - North Dakota
Tribal Social Services PATH - North Dakota

FROM: Kelsey Bless, Permanency Administrator

SUBJECT: **PATH Intensive Treatment Foster Care**

PROGRAMS: Foster Care Maintenance Payments 623-05
Foster Care Permanency Planning 624-05

RETENTION: Until manualized

EFFECTIVE: **Immediately**

North Dakota Department of Human Services (NDDHS), Children and Family Services approved PATH, a ND Licensed Child Placing Agency, to offer Intensive Treatment Foster Care (ITFC) to children in need of placement. PATH implemented a pilot program in the Fargo, Grand Forks, and Minot **on November 1, 2018**.

The ITFC provider must meet the requirements set forth by NDCC 50-11, NDAC 75-03-14, foster care licensing policy manual 622-05 and any internal policy specific to the PATH ITFC program. PATH will submit the application for licensing to the regional office and a family foster home for children license will be granted by the ND Department of Human Services. Regional representatives will enter the license into CCWIPS as a TH provider.

PATH Levels of Care:

1. Intensive Treatment Foster Care (ITFC)

a. Fargo, Grand Forks, and Minot regions

2. Treatment Foster Care (TFC)

a. Statewide

3. Regular Foster Care (RFC)

a. Currently in Bismarck and Devils Lake regions

b. Statewide effective January 1, 2019

****Sibling placements are considered for all PATH levels of care.**

Foster care case managers can access the PATH Intensive Treatment Foster Care program by contacting PATH directly. The level of care requires the universal application and a group home approval by the NDDHS regional office before placement can occur, these requirements are inclusive of sibling placements due to the provider type in CCWIPS.

Foster care maintenance policy 623-05 has been updated to include intensive treatment foster care. Questions related to maintenance can be directed to Kelsey Bless at 701-328-3581 or kmbless@nd.gov

MAITENANCE POLICY 623-05 CHANGES

Therapeutic-PATH Foster Care Rates 623-05-20-35

PATH ND is a private non-profit child and family services agency that began operations in North Dakota in 1994. PATH has provided evidenced-based services and supports to children and families in North Dakota as a child placing agency. PATH is accredited by the Council on Accreditation for Services to Children and Families (COA).

Billing Address:

PATH, Inc. ND
1202 Westrac Dr S, Suite 400
Fargo, ND 58103

<u>PATH LEVELS OF CARE OFFERED BY THE THERAPEUTIC PROVIDER PATH ND</u>	DAILY RATE
<u>Intensive Treatment Foster Care (ITFC)</u> <u>PATH provides case management</u>	<u>\$199.68</u>
Treatment Foster Care (TFC) PATH provides case management	\$108.18
PATH Step Down Previous TFC placement no longer in need of higher level is stepped down in the same TFC provider home. PATH continues to provide case management.	\$66.23

County Flow Through Sibling placement or foster child's infant- Custodian provides case management to the child.	Family Foster Care Maintenance Rate (Based on Age)
ADDITIONAL LEVEL OF LICENSING	
PATH Regular Foster Care PATH provides case management	\$66.23

PATH Maintenance Rates (July 1, 2015) Payments are made using the daily rate times the number of days in care.

ND foster care rates are reviewed and revised annually, based on legislative action. The custodian and the child's team will evaluate the child's progress at quarterly meetings to determine the appropriate level of care. If a child begins as a treatment foster care (TFC) placement, it may be determined that PATH Step Down is necessary and appropriate over time. If so, the custodian and PATH will sign the needed documentation at the Child & Family Team meeting. The foster care case manager will be responsible to notify the county eligibility worker of any changes in placement level/rate, inclusive of completing a new SFN 45 immediately.

PATH MONTHLY BILLING:

Payments to PATH should not be authorized until a billing statement has been received for the appropriate month. The amount billed is based on the level of care ([ITFC rate](#), TFC rate, Step Down rate, Regular rate, County rate) and number of days in placement, not to exceed the number of days in the month. Reimbursement of overlapping days of placement from one PATH provider to another is not allowed.

- Example: A child changes placement from one [therapeutic-PATH](#) home to another on the 3rd of the month, only one [PATH](#) provider can be reimbursed for the 3rd.

The PATH billing office will send a separate bill to the financial county for each child monthly. The county should receive the bill on or around the 12th of the month following the month of service. ~~Eligibility workers must wait for the bill prior to authorizing payments.~~ The payment amount is not automatically calculated by the payment system and will require manual data entry by the county eligibility worker. The bill must be kept in the foster care eligibility file for auditing purposes.

~~The monthly bill-Itemized Bill:~~

1. ~~Child specific – one bill per child from the agency must provide an itemization of each placement with each provider.~~
2. ~~Provider specific - for~~ For bills containing multiple providers, each provider must have an approved placement in FRAME and payment authorization must be made to each provider based on the billed dates and amount specific to that provider. Do not authorize a lump sum payment to only one provider if multiple placements exist during the billing cycle.
3. Secondary placements in a therapeutic home when a child is in a primary ~~treatment~~therapeutic placement are not reimbursable (PATH to PATH). However, if the child is transitioning to a PATH home from a non-PATH provider (county home, ~~group home~~residential, etc.) the “pre-placement” can be reimbursed as a secondary placement.
4. Irregular Payments pre-approved by the primary case manager. Receipts and signed approval form will be submitted for verification purposes.
5. The county will authorize reimbursement to PATH as the designated payee on behalf of the licensed provider.

PATH Overpayments

If there is an overpayment made to a PATH provider, Children & Family Services (CFS) can auto-recoup the overpayment during either the supplemental or standard check write so long as the provider has a foster care placement. If there is not a placement with the specified provider, CFS will generate a letter for PATH to reimburse NDDHS directly.

PATH Irregular Payments

Allowable irregular payment reimbursements per policy 623-05-25-05 are authorized through the county as follows:

1. All irregular payments must be eligible and pre-approved as set forth in policy; ~~monitored by the primary foster care case manager. notes: and should be documented in the Child and Family Team Meeting~~
2. ~~Case-Foster care case~~ managers must provide the eligibility worker with documentation of the approved irregular expenses.
3. After approval to purchase, the PATH ~~foster care~~ provider will email/fax/mail/deliver receipts to a designated PATH case worker.
4. The PATH case worker will distribute the receipts to the ~~county case manager for reimbursement to~~ PATH billing office to request reimbursement for the provider.

5. PATH will bill the county itemizing the standard maintenance rate for the specific level of care placement dates and any pre-approved irregular expenses. PATH will submit a copy of the required irregular payment receipts along with the bill for reimbursement.
6. PATH, the agency, will directly reimburse the foster parents.
7. If PATH's billing office has questions regarding the amount received over and above the standard foster care rate, the county worker will be contacted for clarification.

~~The county case manager will provide the eligibility worker with a copy of the receipts and the PATH worker will provide the PATH billing office with a copy of the receipts (unless other arrangements have been made between the PATH worker and the County case managers in regard to distribution of the receipts).~~

- ~~5. PATH DOES NOT itemize irregular expenses on the monthly bill. PATH will only bill the standard maintenance rate for the specified level of care. It is the responsibility of the county to review any receipts submitted in addition to the standard maintenance bill and reimburse the irregular payments to PATH (Maintenance rate + irregular receipts = total monthly reimbursement). In turn, PATH will reimburse the foster parents the amount of payment received from the county to cover the irregular expenses for the billing cycle.~~
- ~~6. If PATH's billing office has questions regarding the amount received over and above the standard foster care rate, the county worker will be contacted for clarification~~

How to Authorize the Irregular Payments in the payment system:

The ND payment system allows only two irregular payment codes to be authorized to PATH ~~therapeutic~~ ITFC or TFC providers:

1. Code 53 - transportation to school
2. Code 71 - parent/infant care

All other allowable irregular payments for PATH Step Down, County Flow Through ~~or PATH Regular Foster Care~~ offered by a TFC provider must be added to the maintenance payment amount for the billable month.

Example: PATH billed the county for one child:

Date: March 2018

Level of Care: Regular Step Down Foster Care

Rate: March 2018

Service Dates: March 1 – March 15 = 15 days

Total: \$66.23 (~~PATH Regular~~Step Down Foster Care rate) x 15 days = \$993.45

- In addition, an approved daycare bill was submitted charging \$27/day x 7 days = \$189

County will combine the PATH bill + daycare bill for total reimbursement = \$993.45 + \$189 = \$1,183.45

- The CCWIPS payment/rate for March must be entered as \$1,183.45.

PATH Regular Foster Care: Eligibility workers must authorize irregular payments separately when a child is placed in a PATH Regular foster home.

Irregular Payment Specific to Placement Setting 623-05-25-05Irregular Payments Family Foster Care:

Foster children placed in a licensed or approved (Tribal Affidavit) family foster home are eligible for irregular maintenance payments.

Irregular Payments for a Non-Foster Care Placement:

Foster children placed in a non-foster care setting with an unlicensed provider, at the hospital, or in relative/kinship care do not qualify for irregular maintenance payments.

Irregular Payments in Other Approved Foster Care Settings:

1. Intensive Therapeutic/Treatment Foster Care
 - a. Code 53: Travel for foster parents to transport to school, and
 - b. Code 71: If the foster child has their own child
2. Therapeutic/Treatment Foster Care (TFC): Only 2 codes allowed.
 - a. Code 53: Travel for foster parents to transport to school, and
 - b. Code 71: If the foster child has their own child

3. Step Down from TFC

- a. All irregular payments for family foster care placements, with the exception of Category 20 and Category 60. Initial clothing will not be required as a "step down" level of care will not occur during the child's first five months of placement. Annual clothing allowance is offered by PATH to the foster child.

4. County Flow Through

- a. All irregular payments for family foster care placements apply.

5. PATH Regular Foster Care

- a. All irregular payments for family foster care placements apply, with the exception of Categories 30 and 60.

Irregular Payments in Group & Residential Care:

The irregular payment policy has very limited application to children in group and residential care. An RCCF has an established daily rate; rate setting in those instances is dictated by N.D.A.C. 75-03-15 "Rate Setting". Children placed in an RCCF are only eligible for:

- Category 10
- Category 20
- Category 50
- Category 80

Irregular Payments in PRTF's:

Foster care funds cannot pay for any portion of a child's cost of care in a PRTF, including irregular payments. Irregular payments may be included in the PRTF's direct rate based on historical costs as outlined in N.D.A.C 75-02-09-06.