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Wraparound Program	Number: 45-022
	Date: 12/1/2007

#### **PURPOSE**

The purpose of the Wraparound Program is to provide children who are currently, or who would be placed in a Group Home (GH) licensed at a Rate Classification Level (RCL) of 10 or higher with an alternative to a GH placement through expanded family-based service programs. These children can receive individualized or "Wraparound" services where services are wrapped around a child living with a birth or adoptive parent, foster parent, or guardian and are tailored to the unique needs of that child and family.

# **APPROVED**

This policy was approved by Mike Ryan, Director of CFS, on 2/19/2010. Signature on file.

#### **OVERVIEW**

Senate Bill (SB) 163 allows counties to provide eligible children with family-based service alternatives to Group Home (GH) care. The Wraparound process is the service alternative targeted. Wraparound Services does not provide for new funds. Instead, it permits flexible use of State Foster Care funds and in limited circumstances to pay for service allocation slots that provide the individualized, intensive services necessary to keep these children in or return them to family settings.

#### **POLICY**

#### **REFERRAL SOURCES**

Children can be referred to the Wraparound Program from the sources listed below:

- Children and Family Services
- Probation
- Health Care Agency

A case carrying worker from the sources listed above can recommend a qualified child to the Wraparound Review Intake Team (WRIT), which decides who is accepted into the program and who the Wraparound Service provider will be.

# ELIGIBILITY REQUIREMENTS

Children referred to the Wraparound program for payment must be otherwise eligible for AFDC-FC. This includes income and property requirements as specified by July 16, 1996 regulations. The following paperwork must be completed for each child referred to the Wraparound Program:

- SAWS 1 Application must be completed by the Foster Care Eligibility Technician (ET) unless one is already on file in an active Foster Care case that is being Inter-Program Transferred (IPT) to Wraparound.
- Foster Care Application (FCAPP) must be initiated by the Wraparound Services Senior Social Services Supervisor (SSSS), if there is no active case.
- FC 2 Statement of Facts for AFDC-FC and a SOC 158 is needed for all new applications. However, a new FC 2 and SOC 158 may not be necessary if there is a current FC 2 on file in an active Foster Care case.
- If a child is placed with a relative or foster home, home approval (SOC 815) or a foster care license must be on file.

# CHILD SUPPORT SERVICES (CSS) REFERRALS

The child support requirement was not waived for Wraparound cases. The assigned child's Senior Social Worker will notify the Foster Care ET to complete the CW2.1 and CW371. The Foster Care ET will transmit the CW371 and CW2.1 electronically to CSS. Print and file in child's eligibility file. CSS will pursue child support collections when collections does not compromise family reunification efforts or pose barriers to the family's ability to care for at risk children in their care.

### REDETERMINATION

All Wraparound children must continue to meet all eligibility requirements of the AFDC-FC program. Redeterminations are required every year. The Senior Social Worker or Probation Officer must complete a new FC 2 and SOC158A every year to meet service requirements.

# **MEDI-CAL**

All children participating in the Wraparound Program are eligible for no-share-of-cost, full scope Medi-Cal benefits.

If there is an active CalWORKs case, the Medi-Cal will be issued from the CalWORKs case. The Wraparound ET must verify monthly that the Medi-Cal is still active in the CalWORKs case. If the CalWORKs case was discontinued, the child will be approved for Medi-Cal under the Wraparound case.

# CLOTHING ALLOWANCES

Clothing allowances are not to be paid for a child in the Wraparound Program when the child is home with their parent(s). However, clothing allowance can be paid to an out of home placement if placement costs are being expended using host county rates. The funds paid for the Wraparound services are to include clothing needs.

#### **OVERPAYMENTS**

Any amount paid in the Wraparound Program to which the service provider or caretaker is not entitled to receive, will be pursued as an overpayment to a Group Home. These overpayments will be processed without regard to cause (re: county administrative error).

# **NOTICES OF ACTION**

A Notice of Action (NOA) is required when a child is in placement for approvals, discontinuances and changes.

### CHILD IS PLACED WITH A NON-PARENT RELATIVE

If the Wraparound child is placed with a Non-Parent Relative who is:

- · Not a birth or adoptive parent, and
- Is within the 5<sup>th</sup> degree of relationship as defined in 45-101 (r)

Upon completion of an FC 4, the relative can receive the basic AFDC-FC rate plus any applicable specialized care or Regional Center Rate, if applicable, as long as the Foster Care case is federally eligible. If not federally eligible, relatives will be referred to CalWORKs.

# CHILD IS PLACED IN A GROUP HOME

If the child is in placement in a Group Home prior to going home to parent(s) or Non-Parent

• Continue to pay placement costs if instructed by the Wraparound SSSS.

# CALWORKS COMPANION CASES

If the child is returned back into a Group Home placement:

- Pay placement costs if instructed by the Wraparound SSSS. While a child is at "home" with a birth or adoptive parent, the family can apply for CalWORKs if they need financial assistance. The child will have an active Wraparound case in Foster Care, and an active CalWORKs case in the appropriate CalWORKs Regional Office.
- Wraparound payments for any non-basic or substance needs payment are exempt from CalWORKs benefit calculations.
- All Wraparound payments for items of need are to be evaluated as follows:
- Irregular payments and provision of items of need may be treated simply as income or resources in the month received pursuant to EAS manual section 44-101.12.
- These irregular payments should be included in or excluded from the grant determination per CalWORKs Policy manual section 100-B1.

#### **FOOD STAMPS**

The family can apply for Food Stamps while participating in the Wraparound Program. The child will have an active Wraparound case in Foster Care, and an active Food Stamp case in the appropriate Regional Office.

- A child who participates in Foster Care Wraparound Services would not be considered a foster child. Wraparound Services provided to such families are excluded as income under MPP 63-502.2. Also, in instances where the county makes payments to a vendor or a third party on behalf of the household for an expense, such a vendor payment would be excluded as income under this section.
- Cash payments made directly to the Food Stamp household would be treated as income as specified in MPP section 63-502.1.

# **MONTHLY STATISTICS**

- Complete the following monthly statistics:
   CalWORKs/Wraparound Mutual Clients
   Wraparound Funding Statistics

REQUIRED	<b>FORMS</b>
<b>HYPERLINE</b>	(S

Form Name	Form Number
Application For Cash Aid, Food Stamps, And/Or Medi-Cal / State CMSP	SAWS 1
Statement Of Facts Supporting Eligibility for AFDC-Foster Care (FC)	FC 2
Foster Child's Data Record And AFDC-FC Certification	SOC 158A
Foster Care Application (FCAPP)	F063-28-307
Placement Information Change (PIC) Notice	F063-28-301
CFS/CalWORKs Mutual Clients	F063-29-65
Wraparound Statistics	F063-29-76

# **PROCEDURE**

# **REQUIRED ACTION**

The following actions must be completed when an application to open a Wraparound case is

requested.  Responsibility	Step	Required Action
Wraparound Senior Social Services Supervisor (SSSS)	1.	Child placed in Wraparound slot.
	1.	Based on the needs of the child, sets the Rate Classification Level (RCL) rate to 10.5 or 13.
	1.	Instructs Wraparound Information Processing Technician (IPT) to complete the application paperwork.
Wraparound IPT	1.	Completes Foster Care Application (FCAPP), and prepares SAWS 1, FC 2, and SOC 158 for SSSS's signature.
	1.	Sends Foster Care application to FCAPP e-mail account.
	1.	Completes Placement Change Notification (PIC) to close the Foster Care case and Inter Program Transfer (IPT) to Wraparound.
Foster Care Data Entry Technician (DET)	1.	Receives Wraparound application via e-mail.
	1.	Completes CalWIN application registration using a new CalWIN case number and assigns to the Wraparound Intake Eligibility Technician (ET).
Wraparound Intake ET	1.	Retrieves the Foster Care case to ensure PIC was received and case was closed.
	1.	Verifies if any placement costs will be issued and obtains any Specialized Care Increments (SCI) paperwork if needed.

- 1. Completes CalWIN entries to include:
  - Collect Wraparound Program Detail
  - Display Absent Parent Information
- 1. Case remains in pending status.
- Ensures Medi-Cal is active in the CalWORKs case or the Wraparound case. If active in the Wraparound case will need to be under a 45-aid category.
- Issues any placement cost payments via Non-System Determination Issuance (NSDI).
- Wraparound ET

  1. Completes the monthly statistics that include CalWORKs/Mutual Clients and Wraparound statistics to be forwarded to the Foster Care Program Manager by the 2<sup>nd</sup> working day of the month.
- FC Program Manager 1. Forwards statistics to the Wraparound Program Manager and Social Services Agency Fiscal accounting.