

FINANCIAL IMPACT TO CLAIMING

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OFFICE OF CBC/ME FINANCIAL ACCOUNTABILITY



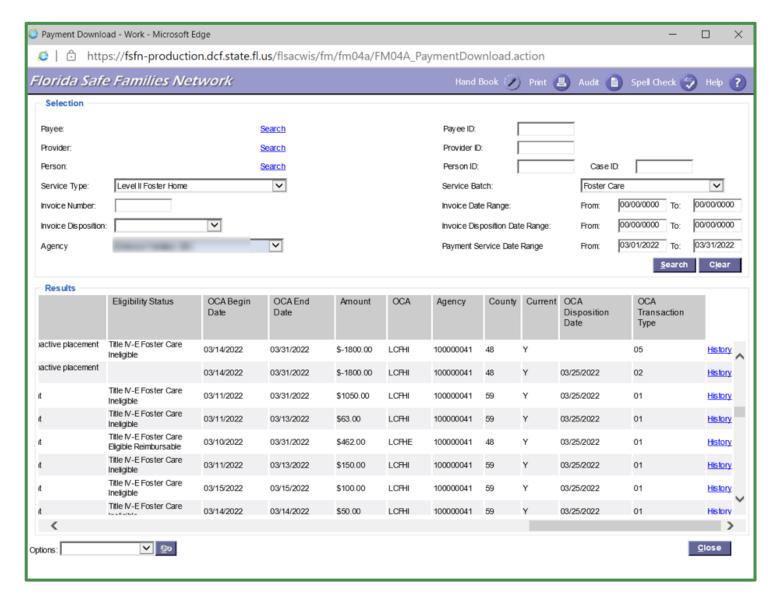
- A FINANCIAL TRANSLATION OF ELIGIBILITY DETERMINATIONS
- PAYMENT GUIDANCE
- SETTING UP SERVICE TYPES CORRECTLY
- SETTING UP CHILD CARING AGENCY (CCA) SERVICE TYPES USING MULTIPLE REPORTING CATEGORIES
- RECORDING PAYMENTS IN FSFN FROM LESSONS LEARNED DURING THE ADMINISTRATION FOR CHILDREN & FAMILIES (ACF) TITLE IV-E ELIGIBILITY REVIEW





A FINANCIAL TRANSLATION OF ELIGIBILITY DETERMINATIONS

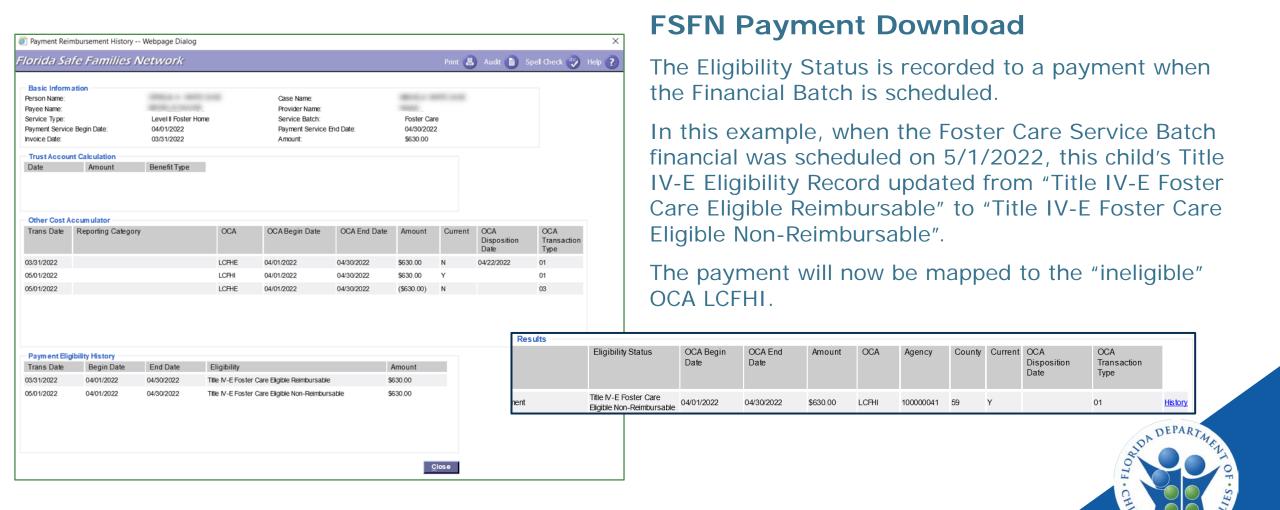


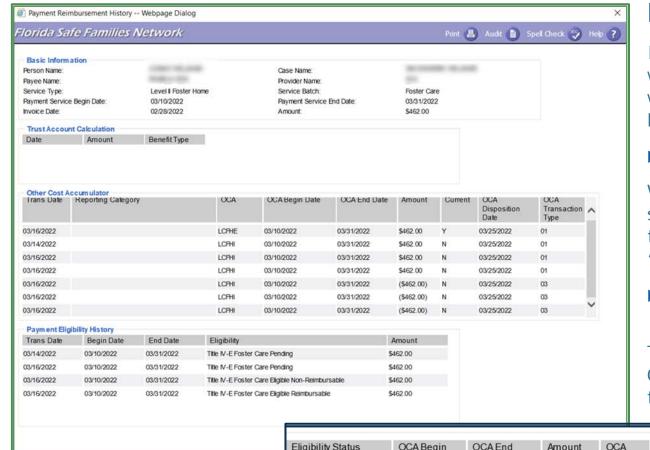


FSFN Payment Download

Payment Download provides the most "real-time" payment information when it comes to the fund source the payment is being recorded to.







FSFN Payment Download

In this example, when the Foster Care Service Batch financial was scheduled on 3/14/2022, this child's Title IV-E Eligibility was in a "Pending" status and is reflected as being "Title IV-E Foster Care Pending".

▶ The payment is mapped to the "ineligible" OCA LCFHI.

When another Foster Care Service Batch financial was scheduled on 3/16/2022, there had been three (3) updates to the eligibility record, with the 3rd update being reflected as "Title IV-E Foster Care Eligible Reimbursable".

► The OCA has been re-evaluated, with the payment now being mapped to the "eligible" OCA LCFHE.

The day the Pending Invoice is release will be date listed in the OCA Disposition Date data field which will forever be attached to these unique payment rows.

Eligibility Status	OCA Begin Date	OCA End Date	Amount	OCA	Agency	County	Current	OCA Disposition Date	OCA Transacti Type
Title IV-E Foster Care	03/11/2022	03/13/2022	\$63.00	LCFHI	100000041	59	Υ	03/25/2022	01
Title IV-E Foster Care Eligible Reimbursable	03/10/2022	03/31/2022	\$462.00	LCFHE	100000041	48	Υ	03/25/2022	01
Title IV-E Foster Care	02/44/2022	02/42/2022	\$450.00	LCEU	100000044	50	V	02/25/2022	01
Ineligible									

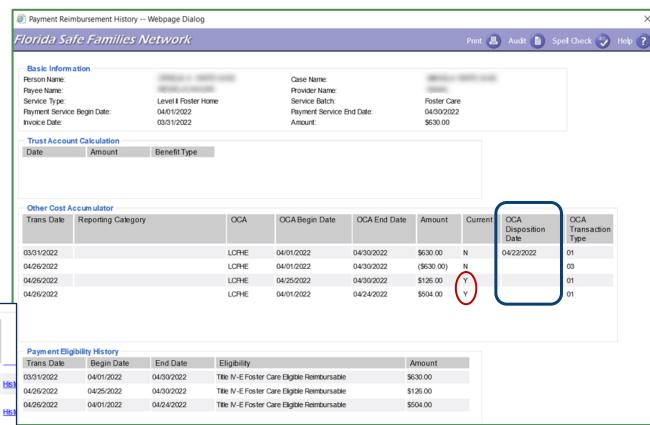
FSFN Payment Download

In this example, when the Foster Care Service Batch financial was scheduled on 3/31/2022, this child's Title IV-E Eligibility had an Eligibility Determination, effective for April, as being "Title IV-E Foster Care Eligible Reimbursable".

The payment is mapped to the "eligible" OCA LCFHE.

When another Foster Care Service Batch financial was scheduled on 4/26/2022, an Eligibility Redetermination had been completed, which resulted as the same eligibility status, but the OCA will still be re-evaluated. *{Pause to discuss further.}*

esults											
	Eligibility Status	OCA Begin Date	OCA End Date	Amount	OCA	Agency	County	Current	OCA Disposition Date	OCA Transaction Type	
	Title IV-E Foster Care Ineligible	04/13/2022	04/30/2022	\$378.00	LCFHI	100000041	49	Υ	04/25/2022	01	Hist
	Title IV-E Foster Care Ineligible	04/13/2022	04/30/2022	\$540.00	LCFHI	100000041	48	Υ		01	Hist
	Title IV-E Foster Care Ineligible	04/01/2022	04/30/2022	\$630.00	LCFHI	100000041	49	Υ		01	Hist
	Title IV-E Foster Care Eligible Reimbursable	04/01/2022	04/30/2022	\$630.00	LCFHE	100000041	49	Υ		01	Hist
	Title IV-E Foster Care Eligible Reimbursable	04/01/2022	04/30/2022	\$630.00	LCFHE	100000041	49	Υ		01	Hist
	Title IV-E Foster Care Ineligible	04/01/2022	04/30/2022	\$630.00	LCFHI	100000041	48	Υ		01	Hist
ive placement	Title IV-E Foster Care	04/14/2022	04/30/2022	\$-357.00	LCFHI	100000041	48	Υ		05	Hist
<											







PAYMENT GUIDANCE



PAYMENT GUIDANCE

FSFN Payment Reference Guide

The FSFN Payment Reference Guide provides the following information necessary to process payments accurately in FSFN, such as:

- ▶ Setting up the Service Types for Placements and Services, with special attention to:
 - ▶ How to set up if the cost is allowable as a Title IV-E Foster Care Maintenance Payment and the fund source should be determined based on the child or young adult's Title IV-E Eligibility.
- ► Service Category Descriptions This is the first category chosen when setting up a Service Type or when choosing which Service Type to select when entering Placements, Services, processing manual Payments & Overpayment Adjustments, etc...
 - ▶ Used to create statewide reports, such as the Statewide Client Eligibility Report.
 - ▶ Describe what types of costs at a high level should be captured within each category.

PAYMENT GUIDANCE

FSFN Payment Reference Guide (continued)

- ► Reporting Category Descriptions, which:
 - ▶ Describe what types of costs <u>can be</u> claimed for the Reporting Category, i.e., allowable costs;
 - ► Should the Service Type be directed to the child/young adult's Title IV-E Eligibility Record based on the Reporting Category chosen;
 - ▶ Other Cost Accumulators (OCA) associated with the Reporting Category; and
 - ▶ Program Eligibility {for some of the Reporting Categories}.
- ▶ NCANDS Reporting Descriptions (previously known as Statewide Reporting Group)
- ► NYTD Reporting Group Descriptions
- ► And More.....

PAYMENT GUIDANCE

The FSFN Payment Reference Guide can be obtained at:

http://eww.dcf.state.fl.us/ascbc/training/fsfn_payment_reference_guide.pdf

or

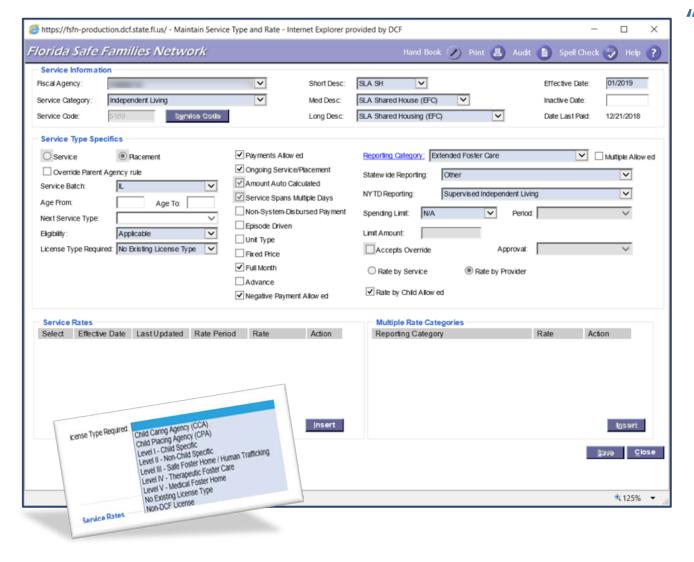
https://www.myflfamilies.com/service-programs/community-based-care/docs/18-19/FSFN%20Payment%20Reference%20Guide.pdf

Please Note: Always remember to look at the "Updated Date" located in the header of each page. As of 5/1/2022, the most recent FSFN Payment Reference Guide was "Updated October 1, 2022".



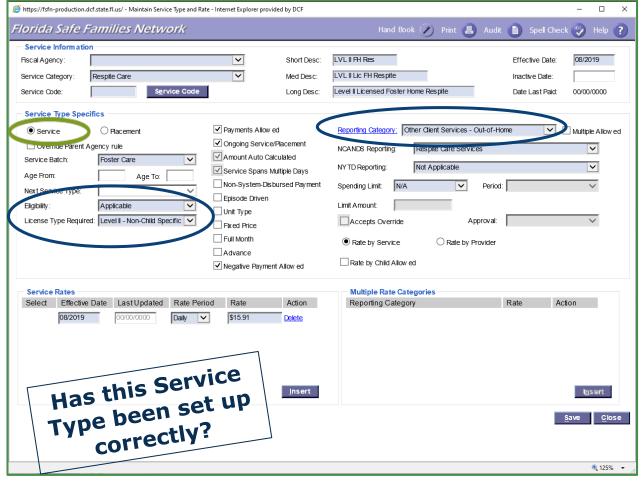
SETTING UP SERVICE TYPES CORRECTLY





"Placement" Service Types

- Eligibility Is the funding determined by the child or young adult's Title IV-E Eligibility Record?
 - If "Yes", then 'Applicable'
 - If "No", then 'Not Applicable'
- License Type Required Is the payment contingent upon if the Provider has a License documented in FSFN or not?
 - If "Yes", then select the License Type option required for the Provider to have recorded as active in FSFN.
 - If "Yes", and if a CCA License Type, then what is the License's Subtype?
 - If "No", then select 'No Existing License Type'.



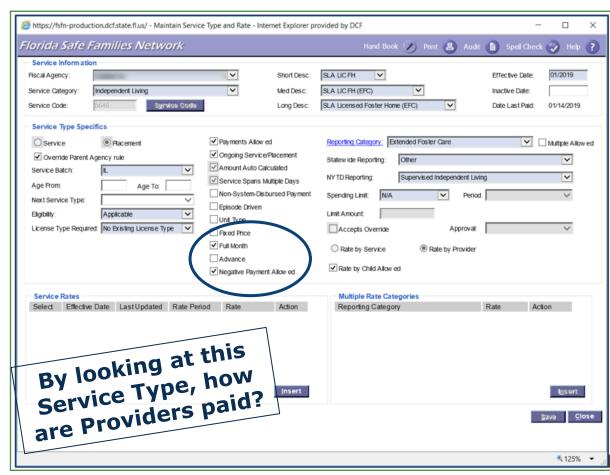
When must a License Type be selected?

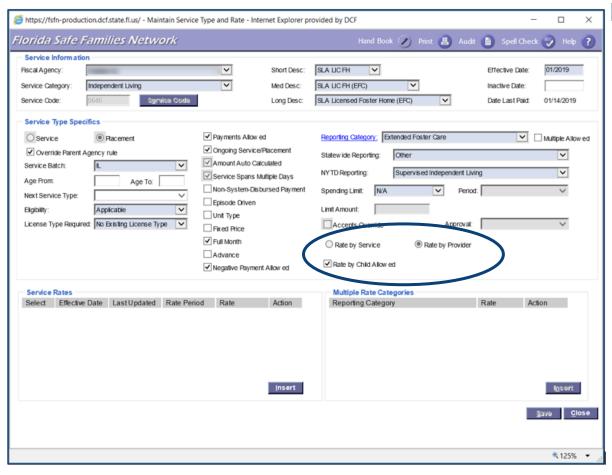
- When the Service Type is used to record, regardless or if a payment will be processed or not, a child being placed or an additional service is being provided by a DCF <u>Licensed</u> <u>Foster</u> <u>Home</u> or <u>CCA</u>, such as recording in FSFN a child or young adult's:
 - Respite Services—
 - When do you set up Respite Services as a 'Placement' or 'Service' Service Type?
 - Is a License Type always required?
 - What would be chosen for the 'Eligibility' data field?
- When a License is required, the Service Type must be added to the Provider Management's under "Licensed Services".

How will this Provider be paid?

By **Day** or for the **Full Month**, regardless of when the Placement or Service is <u>ended</u> in FSFN?

- By Day the payment will only be paid for the days within the Service Begin and Service End Dates, then if:
 - A Daily Rate is established in FSFN, then the payment amount will be the Daily Rate multiplied by the Number of Days.
 - A Monthly Rate is established in FSFN, then the payment amount will be the Monthly Rate divided by Number of Days in the month, then multiplied by the Number of Days.
- Full Month the payment will be paid for the entire month regardless of when the Placement or Service is ended in FSFN. Note: This is identified in the Service Type by checking the "Full Month" checkbox.
- Advance the payment will be calculated for ongoing Placements or Services a month in advance, when the advance month is entered when scheduling the financial batch. Note: This is identified in the Service Type by checking the "Advance" checkbox.





How will the payment amount for this Placement or Service be calculated?

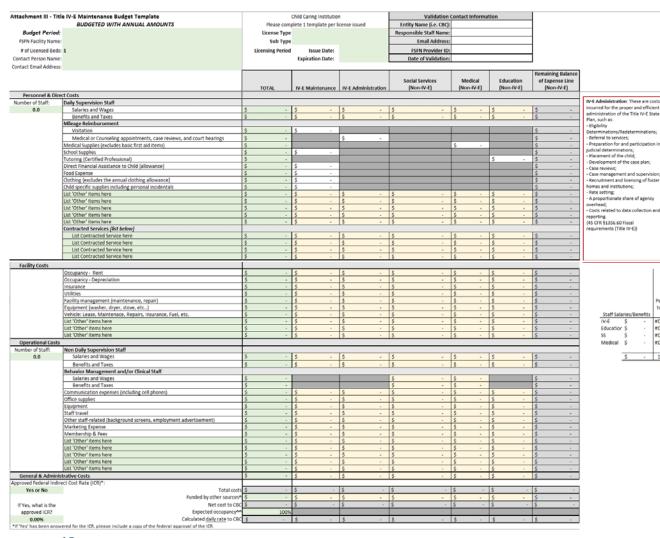
- Rate by Service or Rate by Provider? For whichever one is chosen, always remember to check the "Rate by Child Allowed" checkbox {this will always be a "safety net" in establishing a rate for a child or young adult}.
- Rate by Service if this radio button is selected then rate should be established within the Maintain Services page within the Service Type itself.
 - Pro: The updated rate will be reflected for multiple children or young adult's using the Service Type will no other update required; however, this update <u>MUST</u> be done by using the Maintain Services Page in the Service Rate section only.
- Rate by Provider if this radio button is selected then rate <u>MUST</u> be established within the Provider Management's page, under the 'Services' tab. Provider Rates are updated as well on the Provider Management's page.



SETTING UP CHILD CARING AGENCY (CCA) SERVICE TYPES USING MULTIPLE REPORTING CATEGORIES



SETTING UP CHILD CARING AGENCY (CCA) SERVICE TYPES USING MULTIPLE REPORTING CATEGORIES



Recording Payments in FSFN for CCA Placements where Services are also being provided by the CCA -

For CBC information purposes only -			FSFN Reporting Category	ory Titles		
Please create/use separate FSFN Service Types for each payment split by IV-E Maintenance, IV-Administration, and/or		Child Placing Agency -	Ot	her Client Services	/ Out-of-Home	
Other Client Service provided.	Group Home	FH, GH, or Other	(Maybe use the Repo	orting Category spe	ecific to 100806, if cl	hild is eligible)
Calculated daily rate to CBC \$ -	\$.	\$ -	\$.	\$ -	\$ -	\$ -
% charged by fund source	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
OR	Safe House	Child Placing Agency - FH, GH, or Other	Services for Sexually Exploited Children	Other	Client Services / Out	-of-Home
Calculated daily rate to CBC S -	s -	\$ -	\$ -	s -	\$ -	\$ -
% charged by fund source	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
	Rate amounts ente	red in FSFN by Reper	ting Category.			

A If the total annual budgeted amount includes expenses where other known fund sources (other than the Community Based Care Lead Agency) will be provided, then enter these other fund sources' amounts here

AA The percent (%) of filled days per month the Provider expects (Provider entered %). This percentage affects the spread by fund source.

			Percentages applied
			to shared overhead
taff Sala	ries/B	enefits	expenditures
-E	\$		#DIV/0!
lucation	\$	-	#DIV/0!
	S	-	#DIV/0!
edical	\$	-	#DIV/0!
	\$		1.0000





RECORDING PAYMENTS IN FSFN FROM LESSONS LEARNED DURING THE ADMINISTRATION FOR CHILDREN & FAMILIES (ACF) TITLE IV-E ELIGIBILITY REVIEW



ACF TITLE IV-E ELIGIBILITY REVIEW & LESSONS LEARNED

The DCF Payment Summary and Eligibility Status Detail Report

This is the report that was created to provide ACF the payment history for each child sampled in the Title IV-E Eligibility Review. Using this report, along with the questions received by ACF, areas were identified where improvements can be made to better document a child's payment history:

- ► Ensure all Service Types which are mapped to the Foster Home, Safe Foster Home, and CCA Reporting Categories, Licensed Specified Setting, Safe House, or Group Home, are set up with the "Eligibility" data field as being 'Applicable' {Unless directed differently from the Office of Child and Family Wellbeing};
- ▶ Review payments for what appear to be duplicate payments. If such payments are identified where upon further review are not duplicate payments, then review CBC's Service Types to see if some sound duplicate in nature. If so, then new Service Types will need to be created to better illustrate what the payment is actually for;
- ► Have CBC define their Service Types as to what type of costs are being captured, just like the Department defines Reporting Categories; and
- ▶ Review payments to ensure that non-allowable Title IV-E Foster Care Maintenance Payments are not being coded to Service Types mapped to the Foster Care Maintenance Payment Reporting Categories.

ADDITIONAL QUESTIONS

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