

PROCEDURE

Series: Operating Procedures **COA: FKC 6:08**
CFOP: N/A

Procedure Name: Youth Entering Into Extended Foster Care (EFC)
Procedure Number: OP1192
Reviewed Date: 09/01/2020
Revision #/Date: 06/21/17
Effective Date: 07/01/15

Applicable to: All BFP Staff and Contracted Providers

PURPOSE: Young adults have the option to remain in foster care or re-enter foster care after their 18th birthday to gain skills and support to help them transition successfully into adulthood. The purpose of this operating procedure is to establish a process for young adults who remain in Extended Foster Care or re-enter Extended Foster Care.

References:

Florida Statutes 39.013, 39.6251, 39.6013, 39.6035, 409.1451
FAC 65C-28.009, 65C-41

Definitions:

Young adult means an individual who has attained 18 years of age but who has not attained 21 years of age.

Extended Foster Care – Program that allows the young person to remain in foster care and receive case management services after reaching 18 and up to age 21 or 22, if the youth has a documented disability.

PROCEDURE:

BFP provides assistance to youth who wish to participate in the Extended Foster Care program.

1. Eligibility requirements for Extended Foster Care:

A young adult who is living in licensed care on his or her 18th birthday and who has not achieved permanency is eligible to remain in licensed care under the jurisdiction of the court and in the care of the department if he or she is not yet 21 (or 22 if the youth has a documented disability) and is:

- a. Completing secondary education or program leading to an equivalent credential;
- b. Enrolled in an institution that provides postsecondary or vocational education;
- c. Participating in a program or activity designed to promote or eliminate barriers to employment;
- d. Employed for at least 80 hours per month; or
- e. Unable to participate in program or activities listed in a.-d. full time due to physical, intellectual, emotional, or psychiatric condition that limits participation.

The young adult must reside in a supervised living environment that is approved by DCF or BFP and participate with ongoing case management supervision, judicial reviews, and permanency hearings.

2. Young adult remaining in Extended Foster Care:

- a. Prior to the youth attaining age 18, a staffing will be held to determine whether the youth will remain in foster care beyond their 18th birthday. The staffing will include the youth, the care manager, the foster parent, the Crosswinds Independent Living (IL) Coordinator, the Guardian Ad Litem (GAL), the Attorney Ad Litem (AAL) and anyone else the youth wants to have present at the staffing. The transition plan will be reviewed and updated as necessary and will function as the application.
- b. When a young person chooses to remain in Extended Foster Care, the following documents must be submitted to BFP at intake@brevardfp.org on the young adult's 18th birthday:
 - Transition Plan;
 - Movement Form;
 - Shared Living Agreement for the young adult to reside in an approved living environment;
 - Proof of EFC program participation or employment;
 - Extended Foster Care Voluntary Agreement;
 - Court order and
 - Opt out form (if the young adult refuses to participate in EFC).

3. Readmission to Extended Foster Care:

- a. The young adult completes an application to reenter foster care. The application is available on the BFP website. The young adult sends the completed application with proof of participation in a qualifying activity to intake@brevardfp.org.
- b. The BFP Intake department reviews the application and schedules an EFC staffing with the young adult, Crosswinds IL Coordinator, case management, and BFP Intake. A determination is made within 10 business days.
- c. Once approved, Intake will request a care manager assignment. Intake provides case management with the completed application and proof of participation in a qualifying activity. Within 3 business days from the date of admission, the care manager will inform CLS and request that CLS petition the court to reinstate jurisdiction.
- d. Within 30 days from the date of admission, the case plan and transition plan must be updated.
- e. Once completed, the care manager needs to send the following documents to the BFP Intake department at intake@brevardfp.org:
 - Movement Form;
 - Shared Living Agreement for the young adult to reside in an approved living environment. When youth are in care past the age of 18, Shared Living Agreements are developed at the time of placement or upon the time of the young adult's birthday to promote independence, clarify new roles and establish mutually agreed upon expectations.
 - Transition Plan;
 - Proof of EFC program participation or employment;
 - Extended Foster Care Voluntary Agreement and
 - Court order.

4. Services for youth in Extended Foster Care:

Care managers shall work with each young adult as a client and a partner in continuing care and assist the young adult in maintaining eligibility for the program. The young adult will receive an allowance to assist the young adult in practicing financial skills. The foster parent or caregiver will receive a foster board rate.

5. Discharge from Extended Foster Care:

If the young adult no longer meets the eligibility requirements, the young adult may be discharged from EFC. The young adult may be ineligible for the following reasons:

- a. The young adult has reached age 21 or 22, if the young adult has a disability.
- b. The young adult has failed to participate in one of the qualifying activities.
- c. The young adult fails to reside in an approved supervised living environment.
- d. The young adult voluntarily wishes to leave the program.

If the young adult disputes the discharge from the program based on lack of participation, the young adult may appeal the decision. The form can be found on the BFP website.

The care manager or Brevard Family Partnership will give written notification of discharge or denial to the young adult. The young adult has a right to appeal eligibility decisions. He/she has a right to request a fair hearing, which is used to challenge or appeal actions related to federally funded services, either in writing or orally to Brevard Family Partnership or the Office of Appeal Hearings in Tallahassee. The young adult is required to request the fair hearing within 30 days from the time of notification. If the services the young adult is receiving are being reduced or terminated, the young adult has 10 days from the date of the notice to ask for a hearing and continue to receive the services at the same rate until the appeal is concluded.

6. Youth eligible for services through the Agency for Persons with Disabilities (APD):

BFP will make diligent efforts to obtain a plenary guardian or legal guardianship for APD eligible young adults as needed, so that informed decisions can be made when the young adult reaches age 18. The potential guardian will be informed of the court hearing and encouraged to attend.

For youth age 17 or older who are identified on the APD/DCF match report, BFP shall assist in developing the young adult's transition plan. This shall be done in collaboration with DCF, the caregiver, identified plenary and/or legal guardian, APD, the DCM, GAL, and other individual that the young adult would like to include. The decision to remain in Extended Foster Care or opt out shall be documented in the transition plan.

An interagency staffing will also be held to ensure the young adult's needs and preferences are documented and that all available resources from DCF, Medicaid State Plan, Brevard County Public Schools, APD and other sources are identified. The interagency staffing shall include representatives from BFP, CLS, Brevard County Public School, and APD, and the agencies will identify resources needed to provide the services identified in the transition plan.

Waiver enrollment can occur once the young adult has reached age 18. BFP, CLS, and APD will determine if enrollment in the APD Medicaid waiver is needed and will designate a transition date to enroll the young adult in the APD waiver program.



BY DIRECTION OF THE CHIEF EXECUTIVE OFFICER:

A handwritten signature in blue ink that reads "Philip J. Scarpelli".

PHILIP J. SCARPELLI
Chief Executive Officer
Brevard Family Partnership Family of Agencies

APPROVAL DATE: 10/13/2020