



# Practice Points

## Subsidy – Declination Statements

The purpose of this Practice Point is to provide clarification regarding declination statements in conjunction with Subsidy submission.

All children who are adopted or children who are placed for legal guardianship with an eligible relative through the Children's Division are eligible for basic subsidy services which includes MO HealthNet, Maintenance and Childcare through age 13, however adoptive parent(s) or guardian(s) may decline any or all of these services.

If a family wishes to decline any service or all services included in the basic subsidy package the Children's Division Subsidy worker is responsible for obtaining a dated statement from the parent indicating that they do not wish to have this service now or in the future. This statement is to be included in the subsidy record and the worker should document that the family has signed a statement declining services in their record and on the subsidy contract submitted to Central Office.

If the family is not eligible for any service in the basic subsidy package, namely daycare assistance because they do not meet eligibility criteria, this should be discussed by the subsidy worker with the family and a statement should be included on the subsidy paperwork that the family is not currently eligible for Daycare services, however should the family situation change in the future they may desire to add the service at that time. This information should also be documented in the Subsidy record.

Please see [Memo CD08-17](#) and [Child Welfare Manual Section 4 Chapter 30.3.C](#)

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