

Practice Alert



Date: September 2020
Issued by: Dawn Rector, Program Development Specialist
Vickie Stoneberger, Program Development Specialist

PA #: PA20-AD-04

ADOPTION SUBSIDY ABOVE LEVEL PLACEMENT

The purpose of this Practice Alert is to remind staff of the approval process for an adoption subsidy above level placement in a residential (Level IV+).

If it is determined by the RCST or authorized staff that the child's level of care and treatment is best supported through a Level IV+ treatment, staff will need to obtain approval through the Residential Program Development Specialist prior to placement with a residential provider. Contact with the Residential Program Development Specialist should be done as soon as possible once Level IV+ is identified to support the youth in placement, so there is not a delay in the process.

To ensure that youth who require Level IV+ are in need of that level of care, the Above Level Request and Certification, Attachment F, will need to be completed by the provider and submitted to the RCST or authorized staff for their approval and final approval by Residential Program Development Specialist prior to submitting to the Adoption Subsidy Unit. If an emergency placement is needed, the RCST or authorized staff may contact the Residential PDS, by email for approval. All efforts should be made and documented to identify the least restrictive placement prior to a level IV+ placement being made.

An above level placement must be reviewed every 6 months to determine whether the child continues to meet criteria for above level services/placement. If the child meets criteria for above level services/placement, approval for an additional 6 month period of time will be granted. The attachment F will be required each time to show the documented need.

Once approval is given from the Residential PDS, staff will forward the signed amendment along with the approval through the normal channels for authorization through the Department of Social Services. Approvals for an Above Level Request after placement will not be granted, unless an emergency exists as stated above.