



Memorandum

TO: RBWO Child Placing Agencies (CPA)
RBWO Child Caring Institution (CCI)
RBWO Independent Living P (ILP)

FROM: Keith Bostick, Deputy Division Director Child Welfare
Colleen Mousinho, Assistant Division Director
Tammy Reed, Placement and Permanency Services Director

DATE: July 16, 2018

RE: Title IV-E Eligibility Secondary Review

A periodic title IV-E foster care eligibility review of an IV-E child's case record by the Administration of Children and Families/Children's Bureau validates the accuracy of the agency's claim for reimbursement of payments made on the behalf of eligible children placed in licensed and approved foster family homes and child care institutions.

DFCS has been notified that our IV-E eligibility on site review will be scheduled for summer 2019. This review was last completed in 2015 with a finding of not in substantial compliance and a monetary penalty. With this finding, the agency has just successfully completed a year-long Program Improvement Plan (PIP). With the completion of our PIP, ACF/CB is now in the process of scheduling Georgia's review.

The period under review (PUR) is April 1, 2018 through September 30, 2018. A secondary review has a sample of 150 cases plus at least a 10 percent over sample. To be found in substantial IV-E compliance, the agency cannot exceed 10 percent in errors for both number of cases or for the dollar error rate. The monetary penalty for non-compliance is a repayment of all ineligible maintenance payments and a percentage repayment of administrative costs claimed during the period under review.

There are action steps that need to begin now and continue through the on-site review that will assist the agency in being prepared for this review:

- Follow up with the DFCS case managers to ensure children placed with your agency are linked to your correct program.
- Ensure that your agency's family foster home records are current and submitted timely for re-evaluations, all required verification and documentation for all IV-E eligible children placed in that home.
- Respond timely to requests for information from OPM or the Regional Rev Max teams as they review IV-E case records for required documentation in preparation for the review.
- Ensure your safety checks (SOR, P&P, OIG, DOC, CAR) are completed timely for your staff members and foster parents to include household members 18 years and older.

Your assistance in the federal review preparation is vital to our success. The tentative date for the IV-E Review is July 15-19, 2019. If there are any questions, please feel free to contact your OPM Monitoring Manager.