

 <p>Michigan Department of Human Services</p> <p>CSA</p> <p>Children's Services Administration Communication Issuance</p>	Type: <input type="checkbox"/> Informational Memorandum (IM) <input checked="" type="checkbox"/> Program Instruction (PI) <input type="checkbox"/> Policy Guide (PG)																
	Issuance Date: 11/17/14	Obsolete Date: n/a															
	Response Due: N/A																
	Log No.: 14-153																
	Contact: Jenifer Pettibone; Pettibonej@michigan.gov																
	Originating Office: Child Welfare Funding - Federal Compliance Division																
	Subject/Title: CCF - CCI Payments																
	Distribution: <table style="width: 100%; border: none;"> <tr> <td><input checked="" type="checkbox"/> DHS Child Welfare Staff</td> <td><input checked="" type="checkbox"/> BCAL</td> </tr> <tr> <td><input checked="" type="checkbox"/> Private Agency Child Welfare Staff</td> <td><input checked="" type="checkbox"/> CWTI</td> </tr> <tr> <td><input checked="" type="checkbox"/> CSA Central Office Managers/Staff</td> <td><input checked="" type="checkbox"/> SACWIS</td> </tr> <tr> <td><input checked="" type="checkbox"/> Native American Tribes</td> <td></td> </tr> <tr> <td><input type="checkbox"/> Data Management</td> <td></td> </tr> <tr> <td><input checked="" type="checkbox"/> DHS County Directors</td> <td></td> </tr> <tr> <td><input type="checkbox"/> Adult Services Staff</td> <td></td> </tr> <tr> <td><input type="checkbox"/> Other:</td> <td></td> </tr> </table>		<input checked="" type="checkbox"/> DHS Child Welfare Staff	<input checked="" type="checkbox"/> BCAL	<input checked="" type="checkbox"/> Private Agency Child Welfare Staff	<input checked="" type="checkbox"/> CWTI	<input checked="" type="checkbox"/> CSA Central Office Managers/Staff	<input checked="" type="checkbox"/> SACWIS	<input checked="" type="checkbox"/> Native American Tribes		<input type="checkbox"/> Data Management		<input checked="" type="checkbox"/> DHS County Directors		<input type="checkbox"/> Adult Services Staff		<input type="checkbox"/> Other:
<input checked="" type="checkbox"/> DHS Child Welfare Staff	<input checked="" type="checkbox"/> BCAL																
<input checked="" type="checkbox"/> Private Agency Child Welfare Staff	<input checked="" type="checkbox"/> CWTI																
<input checked="" type="checkbox"/> CSA Central Office Managers/Staff	<input checked="" type="checkbox"/> SACWIS																
<input checked="" type="checkbox"/> Native American Tribes																	
<input type="checkbox"/> Data Management																	
<input checked="" type="checkbox"/> DHS County Directors																	
<input type="checkbox"/> Adult Services Staff																	
<input type="checkbox"/> Other:																	

This communication is to provide instructions for payment of child care funded residential placements to ensure DHS complies with Act 252 of 2014 to increase CCI contract rates and to hold the counties harmless for the amount of the increase.

Background:

Act 252 of 2014 requires DHS to provide a rate increase in the residential per diem, but excuses the counties from responsibility to pay this increase. This provision is effective retro-active to 10/1/2014 and remains in effect at least through FY15. This means that DHS must pay the increase with state funds, and counties are not responsible for the increase portion of the payment or to participate in any shared costs. This requirement will only affect Child Care Fund (CCF) payments.

MiSACWIS was not developed to accommodate a dual fund source for the same service authorization, therefore, a manual process is required to implement this legislative requirement. MiSACWIS will have the current state rates for all residential contracts and will not separate out the previous rate the county is responsible for from the current state rate that includes the increase in the rate. This will result in each residential provider receiving 2 payments for each CCF funded youth.

Following are the instructions for how to process these payments and ensure the residential provider is paid in full.

Process:

1. The local office designee that handles all DHS-659's or similar local county form will be responsible for this process.
2. A new DHS-659-CCI has been created in the DHS forms library.
3. The local office designee will need to replace the MiSACWIS created DHS-659 with the new DHS-659-CCI before submitting for payment.
4. The new DHS-659-CCI will include the following new areas that must be completed:
 - a. Payee address to mail payment
 - b. County daily rate, county units and total county payment
 - c. State increase rate, state units and total state increase payment

5. The rates to be used can be found at the link below. The spreadsheet at the link below uses the following headings to distinguish the various county/state rates. The **County Reimbursement Rate FY14** is the rate the County is responsible for. The **State Rate Effective FY15** will be programmed in MiSACWIS and will be printed on the original DHS-659 and should be used to create the DHS-659-CCI. The **Rate Difference** is the amount of the state payment.
6. After completion of the DHS-659-CCI a copy shall be sent through the normal process to the county payment unit, be that the local court or DHS Accounting Service Center (ASC), for payment of the total county payment amount.
7. A second copy shall be sent to the ASC for payment of the total state payment amount.
8. If a county has paid the new rate for dates after October 1, 2014, a reconciliation should be processed on a DHS-587 once verification that payment was made is completed.

This link includes the residential foster care contract rate list: http://www.michigan.gov/dhs/0,4562,7-124-5455_7199---,00.html and is under Contracting Forms and Publications; RFC Contracts by County.

See the sample of the relevant section of the DHS-659-CCI below. Federal Compliance Division is working with MiSACWIS to have this form entered in MiSACWIS so that it can chosen to be printed for CCI CCF payments, however, the caluations will always need to be done manually. Until the form is available in MiSACWIS, the form will need to be printed from the DHS library.

Standard Rate:		Amounts entered in this list will calculate into the Total Daily Rate box	Case Service Payment Amount:	
Age Add On Amount:			Administrative Rate Only:	
Administrative/Residential Rate:			Independent Living Mail To Code:	
Determination of Care Rate:			Enter the County and State rates from the spreadsheet into these boxes	
American Indian Child Rate:				
SED Waiver Rate:			County	State
Ward Child:			Enter the Total Units in the first column	
Other Add On Amount:				
Budgetable Income:				
Total Daily Rate:	0.00			
Total Units:				
Total Payment Amount:	0.00	0.00	0.00	

If you have any questions, please contact your Accounting Service Center or the Federal Compliance Division (FCD) at DHS-Federalcompliance@michigan.gov. The subject line on the email should read "CCF – CCI payment process".