



COMMONWEALTH of VIRGINIA

DEPARTMENT OF SOCIAL SERVICES

JUL 01 2002

TITLE IV-E ELIGIBILITY PROGRAM

IV-E Eligibility Transmittal 1

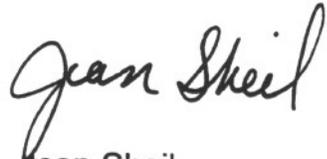
The Department of Social Services has implemented a Title IV-E Eligibility Initiative to increase the percentage of children in foster care who have been found eligible for federal assistance under Title IV-E of the Social Security Act. This initiative is important in that it provides direct assistance to children as well as much needed additional federal funding in support of state and local efforts to help children and their families.

In October 2001, simplified eligibility policies were introduced to local eligibility and service staff at five training sessions held around the state. The Title IV-E Eligibility Handbook, which explains the simplified policies and procedures, was issued at the sessions for use in conjunction with the Aid to Families with Dependent Children - Foster Care (AFDC-FC) Manual.

We are now taking the second step in implementing the Title IV-E initiative by issuing the Title IV-E Eligibility Manual. This manual replaces the current AFDC-FC Manual. The new IV-E Eligibility Manual incorporates the simpler approach introduced in the handbook, including use of "best available evidence" in evaluating AFDC eligibility criteria. In addition, AFDC practices that are not applicable in determining Title IV-E eligibility have been removed. Section 202.4 C of the Title IV-E Eligibility Manual also updates policy regarding removal of the child from a specified relative. This change was necessary to comply with current federal regulations. The Title IV-E Eligibility Handbook issued last October should be destroyed upon receipt of the attached new manual.

The Title IV-E Eligibility Manual is effective upon receipt. Local agencies are encouraged to review all non-IV-E foster care cases from the perspective of the new policy and convert cases found eligible for IV-E foster care. A retroactive claim may be filed for up to a full two-year period (two years or the date of the child's entitlement to foster care, whichever is less).

In conjunction with issuance of the Title IV-E Eligibility Manual, new application and evaluation forms have been designed for use in all localities to increase uniformity in program procedures and to combine the IV-E and Medicaid application and evaluation process. These forms, with instructions, will be placed on the Intranet upon issuance of the transmittal. One copy of the Title IV-E Eligibility Manual has been sent to each local department of social services. The Manual will be placed on the Intranet simultaneous with distribution in hard copy. A broadcast will be issued when the forms and manual become available on the Intranet, with instructions for accessing them.

A handwritten signature in black ink that reads "Jean Sheil". The signature is written in a cursive, flowing style.

Jean Sheil
Deputy Commissioner

Attachment