

	INDIANA DEPARTMENT OF CHILD SERVICES CHILD WELFARE POLICY	
	Chapter 8: Out-of-Home Services Section 50: Determining and Reviewing Categories of Supervision	
	Effective Date: September 1, 2023	Version: 3

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POLICY OVERVIEW

When the Indiana Department of Child Services (DCS) places a child in an out-of-home placement, the child's age and the category of supervision recommended by the Child and Adolescent Needs and Strengths (CANS) Assessment are reviewed to determine the child's category of supervision and per diem rate for the child's placement.

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PROCEDURE

Establishing the Child's Category of Supervision

The Family Case Manager (FCM)/Older Youth Case Manager (OYCM) will:

1. Complete the CANS Assessment prior to placement. If this is not possible, complete the CANS Assessment within five (5) calendar days following placement, and the rate will be retroactive to the first day of placement. See policy 5.19 Child and Adolescent Needs and Strengths (CANS) Assessment for additional information;

Note: If a child moves to a new foster home placement, a new CANS Assessment must be completed. The new foster home placement will begin with the updated category of supervision rate.

2. Review the CANS Assessment scores to determine the appropriate placement recommendation and/or category of supervision for the child;

Note: If concerns arise about the rating (e.g., the placement recommendation and/or category of supervision does not seem appropriate for the child), a new CANS Assessment should be completed with the assistance of the FCM/OYCM Supervisor.

3. Generate an Individual Child Placement Referral (ICPR), which will contain the category of supervision, per diem rate, and other information the LCPA or foster parent needs to invoice DCS;

Note: If a sibling group is placed in a foster home, the FCM/OYCM will complete an ICPR for each child.

4. Complete a new CANS Assessment at least every 180 days and at case junctures; and
5. Generate a new ICPR when there is a change in the child's age range (i.e., age five

[5] and age 14) or a change in the child's category of supervision.

Note: When a new CANS Assessment results in a recommendation for a higher category of supervision, the per diem rate will increase to match the new category of supervision. The effective date of the new rate will be the date of the CANS Assessment. If the CANS recommendation indicates a lower category of supervision, DCS will temporarily continue to pay the higher per diem rate as a stabilization rate. When the child's placement remains the same, DCS will not lower the per diem rate until two (2) consecutive CANS Assessments completed six (6) months apart show the need for a lower category of supervision and the rate change is approved.

The FCM/OYCM Supervisor will:

1. Staff the results of a CANS Assessment with the FCM/OYCM when there are concerns about the rating (e.g., the placement recommendation and/or category of supervision does not seem appropriate for the child); and
2. Approve the ICPR.

Review of the Child's Category of Supervision

Each child's complex developmental, intellectual, behavioral health, and/or medical conditions should be considered on a case-by-case basis when determining the child's category of supervision. A DCS foster parent or Licensed Child Placing Agency (LCPA) may request a review of the child's category of supervision based on the following:

1. A case juncture;
2. The DCS foster parent or LCPA reasonably believes there is relevant, new, or changed information about the child's supervision needs that were not adequately addressed in the CANS Assessment or during discussions about the type of placement prior to the placement being made; or
3. There are supervision, behavioral, or medical concerns not adequately identified through the completion of the CANS Assessment.

A DCS foster parent or LCPA may request a review of the child's category of supervision by submitting the Child Placing Agency (CPA) and Department Managed Foster Homes Request for Review of Child's Category of Supervision form to the Local Office Director (LOD) or the Older Youth Case Division Manager (OYC DM):

1. Within the first 30 calendar days of placement;
2. Within the first 180 calendar days of placement; and
3. Not more than once every 180 calendar days thereafter.

Upon completion of the review and a determination by the LOD/OYC DM, the child's category of supervision will be effective as of the date of the notice of the outcome of the review and it will not be retroactive. Any payments made by DCS after the effective date of a new rate will be adjusted in accordance with the final approved category of supervision for the child.

When a foster parent submits a request for review of a child's category of supervision, the LOD/OYC DM or designee will:

1. Accept or reject the request for review of a child's category of supervision;

Note: The Notice of Decision Regarding Review of Child's Category of Supervision form outlines reasons why a request may be accepted or rejected.

2. Meet with the FCM/OYCM and FCM/OYCM Supervisor to review the CANS and all other relevant information (e.g., medical records, diagnostic assessments, school records, additional documentation provided by the biological and/or foster family);
3. Convene a meeting within 14 business days of the receipt of the request and include the foster parent, FCM/OYCM, and the FCM/OYCM Supervisor to review the request for review of the child's category of supervision;

Note: If the foster parent is licensed by an LCPA, the LCPA representative should also be present at the meeting.

4. Ensure a new CANS Assessment is completed if new information is obtained prior to or during the meeting;
5. Make a decision on the request for review of a child's category of supervision;
6. Utilize the Notice of Decision Regarding Review of Child's Category of Supervision form to notify the DCS foster parents or LCPA of the decision within five (5) business days of the meeting; and

Note: The FCM/OYCM must complete a new ICPR if a new CANS Assessment is completed that results in a recommendation for a change in the category of supervision or the LOD/OYC DM decides to change the category of supervision.

7. Approve or deny the override of the category of supervision. See the 8.E Tool: Category of Supervision Policy to Practice and Practice Guidance for additional information on overriding the CANS placement recommendation and examples of when this may be appropriate.

When it is determined the ICPR should be a negotiated rate, the LOD/OYC DM will:

1. Staff the results of the CANS Assessment with the FCM/OYCM and/or FCM/OYCM Supervisor;
2. Make a final determination regarding the negotiated rate; and

Note: If it is determined a negotiated rate exceeding the Therapeutic Plus level is necessary, a request to negotiate a resource home rate must be submitted to the Regional Manager (RM) for final determination.

3. Approve the ICPR.

When it is determined the ICPR should be a negotiated rate exceeding the Therapeutic Plus Level, the RM will:

1. Staff the results of the CANS Assessment with the FCM, FCM Supervisor, and/or LOD;
2. Make a final determination regarding the negotiated rate; and

Note: Once approved, a Request for Additional Funding must be completed.

3. Approve the ICPR.

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RELEVANT INFORMATION

Definitions

Case Juncture

A case juncture is defined as a new awareness of significant information regarding the child or family's strengths or needs, which may impact the Case Plan/Prevention Plan, Safety Plan, and/or the Plan of Safe Care. Case junctures may include, but are not limited to, transition planning and/or positive or negative changes in:

1. Placement;
2. Formal or informal supports;
3. Family involvement;
4. Visitation;
5. Behavior;
6. Diagnosis (mental or physical);
7. Sobriety;
8. Skills acquisition;
9. Education;
10. Court;
11. Trial Home Visit (THV); and
12. Change in household composition.

Forms and Tools

- [8.E Tool: Category of Supervision Policy to Practice](#)
- Child and Adolescent Needs and Strengths (CANS) Assessment – Available in the case management system
- [Child Placing Agency \(CPA\) and Department Managed Foster Homes Request for Review of Child's Category of Supervision \(SF 55158\)](#)
- [Notice of Decision Regarding Review of Child's Category of Supervision \(SF 55194\)](#)
- [Request for Additional Funding \(SF 54870\)](#)

Related Policies

- [5.19 Child and Adolescent Needs and Strengths \(CANS\) Assessment](#)

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LEGAL REFERENCES

N/A

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PRACTICE GUIDANCE – DCS POLICY 8.50

Practice Guidance is designed to assist DCS staff with thoughtful and practical direction on how to effectively integrate tools and social work practice into daily case management in an effort to achieve positive family and child outcomes. Practice Guidance is separate from Policy.

CANS Placement Recommendations (Levels)

Per diem rates are based on age groups birth to four (4) years of age, five (5) to 13 years of age, and 14 years of age and older. The categories of supervision align closely with the placement recommendations generated by the CANS Assessment explained in the table below.

CANS Placement Recommendations	Foster Care Category of Supervision
1-Foster Care	Foster Care
2-Foster Care with Services	Foster Care with Services
3-Therapeutic	Therapeutic Foster Care
4-or higher-Group home and Residential Care	Therapeutic Plus

Level 1- Foster Care is the minimum placement level recommended on the CANS Assessment for all children identified as removed/placed by DCS. The child's needs may be met in a family and community setting with access to school, friends, and community-based resources. The child may have a history of mild behavioral or emotional needs that require a low level of service, such as outpatient therapy.

Level 2- Foster Care with Services (Moderate Foster Care) indicates the child has a moderate developmental, behavioral, or emotional need. In addition to foster care in the community, the child, family, and resource family may be supported with treatment and support services to address and manage identified needs.

Level 3- Treatment Foster Care indicates the child has a severe medical, developmental, behavioral, or emotional need or a high-risk behavior that is moderate to severe. In addition to foster care in the community, the child, family, and foster family are supported with treatment and support services to address and manage identified needs.

Note: A child may also have a combination of any of the above needs.

Level 4- Group Home (15 and older) indicates the child has a moderate developmental, physical, or medical need and/or moderately exhibits sexual aggression or delinquency that may require placement in a specialty program provided in a Group Home setting if a suitable resource home is unable to meet this level of service and supervision intensity.

Level 5- Treatment Foster Care Plus (child age 12 and younger) indicates the child has moderate developmental, emotional, behavioral, medical, or physical needs and/or exhibit moderate sexual aggression or delinquency that may require an increased intensity of supervision and level of services.

Level 6- Group Home/Treatment Group Home (for youth ages 12 to 14) indicates the child has a moderate or severe emotional, behavioral, or developmental need; a physical/medical need; and/or exhibits sexual aggression or delinquency that may require placement in a specialty program provided in a Group Home setting if a suitable resource home is unable to meet this

level of service and supervision intensity.

Level 7- Residential Treatment Center indicates the child; usually 12 years of age or older, has a severe developmental, emotional/behavioral, physical, or medical need and/or exhibits severe sexual aggression or delinquency that may require placement in a specialty program provided in a Residential setting if a suitable resource home is unable to meet this level of service and supervision.

Overriding the CANS Placement Recommendation and Corresponding Category of Supervision

The guidelines below are intended to provide examples of common situations when DCS may want to consider overriding the CANS placement recommendation to choose a higher category of supervision.

Youth with Complex Medical Conditions

The highest level of placement recommended on the CANS Assessment for a child with severe medical needs is often Therapeutic Foster Care. Most medically complicated youth require a very high level of care in a home setting, nursing home, or hospital. For youth whose medical provider recommends nursing home or hospital care, DCS would override the CANS placement recommendation as it relates to placement of the child. When nursing home or hospital care is not necessary for medically complicated and fragile youth, DCS may also consider overriding the Therapeutic Foster Care category of supervision in order to adequately compensate the foster parent for the additional attention and medical care required to meet the needs of the youth in the foster home.

Youth with Developmental Disabilities/Intellectual Disabilities (DD/ID)

Depending on each youth's unique risks and needs, it is possible Therapeutic Foster Care is the highest level of placement recommended on the CANS Assessment for a youth with significant developmental and intellectual disabilities. While placement in a foster home is likely the most appropriate placement option for such youth, there are times when DCS may want to consider overriding the Therapeutic Foster Care category of supervision.

Youth with Severe Behavioral Health Conditions

While rare, there are times when a CANS Assessment is completed for a youth with unique risks and needs such that:

1. The Placement Recommendation is for Foster Care, Foster Care with Services (Moderate Foster Care), or Therapeutic Foster Care, and/or
2. The Behavioral Health Recommendation is for Intensive Community-Based Services: Wraparound or Intensive Community Services: Community Alternative to Psychiatric Residential Treatment Facility Medicaid Grant (CA-PRTF, PRTF or State Hospital).

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