

DSS Policy and Procedure Guide

Division 03: Child Welfare

Chapter 05: Placement

Item 026: Re-Entry into Extended Foster Care (EFC)

Suggested changes send to: [DSS PSOA](#) Mailbox

Issued: **November 29, 2017**

References: ACL [11-61](#), [11-69](#), [11-77](#), [11-85](#), [12-05](#), and [12-12](#); ACIN [I-76-15](#), [I-76-15E](#), and [I-42-17](#); WIC [§388\(e\)](#), [§388.1](#).

Major Revision

Replaces Issue: **October 26, 2012**

[Re-Entry Criteria / When a Non-Minor's Case has Been Closed for Non-Compliance / Transitional Independent Living Case Plan \(TILCP\) for a Re-Entering Non-Minor](#)

Preamble

Child Welfare Policy and Procedure Guides (PPG) are meant to be used as tools to relay best practice and staff expectations. It is understood that specific case scenarios may not always align themselves with the stated practices and that at all times what is of paramount importance is the Safety and Well-being of the children, youth, and non-minors we are charged to protect.

Policy

Transitioning to adulthood can be a difficult time for young adults, especially if they do not have adequate circles of support. In an effort to help previous dependent non-minors ages 18-21, Extended Foster Care (EFC) allows non-minors to exit and re-enter care an unlimited amount of times. It is hoped that each entry provides the non-minor with better skills towards self-sufficiency. Each time the non-minor requests to re-enter, they must still meet the various requirements of EFC, including age, participation, and an agreement to be overseen by Juvenile Court.

Purpose

To inform Child Welfare Social Work staff of the eligibility requirements and procedure for re-entry into foster care of a former foster non-minor (Child Welfare, Probation or Tribally Supervised).

Procedure

Any former child welfare non-minors (this includes Fresno County and out of county non-minors) seeking to re-enter care will be referred to the Independent Living Skills Program (ILP) office, telephone number 559-600-6689. Any former probation non-minors seeking to re-enter care will be referred to Juvenile Probation at 559-600-3996, where they are to ask for the AB12 Officer or Placement Officer/Supervisor. If time allows, ILP staff as a courtesy may assist a probation non-minor with the re-entry process and then connect the non-minor with Juvenile Probation.

NOTE: The criteria for ILP services and EFC benefits are different from the criteria for re-entry into foster care.

An ILP Social Worker (SW) will meet with the non-minor regarding the following:

- Verify the non-minor's identity.
 - For adoption cases where the non-minor's name is different in CWS/CMS, the ILP SW will contact the Adoption Assistance Program (AAP) Eligibility Worker (EW) for verification.
- Review the non-minor's case history in CWS/CMS and if possible, contact the previous Planned Permanency Living Arrangement (PPLA) SW.
- Determine if the non-minor meets one of the former dependency criteria:
 - The non-minor had a Juvenile Court order for foster care placement on their 18th birthday.
 - This includes guardianship with dependency. (Guardianship occurred at any age.)
 - The non-minor's Non-Related Legal Guardian (NRLG) died after the non-minor turned 18. (Guardianship occurred at any age, but must be through Juvenile Court as opposed to Probate Court.)
 - The non-minor's NRLG received aid after the non-minor turned 18, but since then is no longer receiving aid for the non-minor and is no longer providing financial support for the non-minor. (Guardianship occurred at any age, but must be through Juvenile Court as opposed to Probate Court.)
 - The non-minor's guardian under the Kinship Guardianship Assistance Plan (Kin-GAP) died after the non-minor turned 18. (Guardianship occurred on or after the non-minor's sixteenth birthday, or the non-minor had a documented mental or physical disability that warrants the continuation of assistance regardless of age when Kin-GAP was ordered.)
 - The non-minor's guardian under Kin-GAP received aid after the non-minor turned 18, but since then is no longer receiving aid for the non-minor and is no longer providing financial support for the non-minor. (Guardianship occurred on or after the non-minor's sixteenth birthday, or the non-minor had a documented mental or physical disability that warrants the continuation of assistance regardless of age when Kin-GAP was ordered.)
 - The non-minor's adoptive parent died after the non-minor turned 18. (Adoption occurred on or after the non-minor's sixteenth birthday, or the non-minor had a documented mental or physical disability that warrants the continuation of assistance regardless of age when adoption was ordered.)
 - The non-minor's adoptive parent received aid after the non-minor turned 18, but since then is no longer receiving aid for the non-minor and is no longer providing financial support for the non-minor. (Adoption occurred on or after the non-minor's sixteenth birthday, or the non-minor had a documented mental or physical disability that warrants the continuation of assistance regardless of age when adoption was ordered.)

- Determine the non-minor is between the age of 18 and 21 years old.
- Ask the non-minor which of the following they are willing to participate in:
 - High School
 - College or Vocational Education (enrolled at least half-time, as determined by the school of choice)
 - Removing Barrier(s) (i.e. substance abuse, mental health, etc.)
 - Employed at least 80 hours per month.
 - Incapable of doing any of the above (due to a medical condition, developmental delay, etc.)
- Ask the non-minor if they need help with placement. If the non-minor declines placement that day, the ILP SW will ask the non-minor for their contact information. Eligible facilities include:
 - Resource Family Home (foster or relative)
 - If the non-minor will be placed with anyone under 18 years old that they are not related to, the ILP SW will initiate a background check on the non-minor to assess for any safety or risk factors. After 3:30 p.m., background checks are to be completed by Standby Extension staff.
 - THP+FC – please see [PPG 03-05-028](#), *Placement of Non-Minor Dependents (Including SILP and THP+FC)*, for further information.
 - Supervised Independent Living Placement (SILP) – please see [PPG 03-05-028](#), *Placement of Non-Minor Dependents (Including SILP and THP+FC)*, for further information. The assigned PPLA SW will make the final determination of any SILP placement. A SILP placement requires:
 - A SILP Readiness Assessment. The ILP SW can start this with the non-minor. The PPLA SW will finish the SILP Readiness Assessment and review with the non-minor.
 - [SOC 157A](#), *Supervised Independent Living Placement (SILP) Approval and Placement Agreement*. This is to be completed by the PPLA SW.
 - [SOC 157B](#), *SILP Inspection: Checklist of Facility Health And Safety Standards*. This is to be completed by the PPLA SW.
 - If needed, the SILP Payee Agreement. This is to be completed by the PPLA SW.
- Complete the following forms with the non-minor:
 - [SAWS 1](#), *Initial Application For CalFresh, Cash Aid, And/Or Medi-Cal/Health Care Programs*,
 - [FC 2 NM](#), *Statement Of Facts Supporting Eligibility For AFDC-Extended Foster Care (EFC)*,

- [MC 250](#), *Application And Statement Of Facts For Child Not Living With A Parent Or Relative And For Whom A Public Agency Is Assuming Some Financial Responsibility*,
 - [EA 1 CWS](#), *Emergency Assistance Application for Child Welfare Services*, and
 - [SOC 163](#), *Voluntary Re-Entry Agreement For Extended Foster Care*.
 - The [SOC 163](#) is the document that the non-minor signs specifying their intention to re-enter EFC and comply with program requirements and eligibility conditions. The agreement provides the county with the initial authority for placement and specifies the services that the county agency agrees to provide to the non-minor.
 - The signing of the [SOC 163](#) is an eligibility condition for a non-minor re-entering EFC and documents the earliest possible beginning date of aid (BDOA).
 - [JV-466](#), *Request to Return to Juvenile Court Jurisdiction and Foster Care* and (if needed) the [JV-468](#), *Confidential Information- Request to Return to Juvenile Court Jurisdiction and Foster Care*, with the Juvenile Court.
- Complete all the appropriate placement paperwork. If needed, transport the non-minor to placement.

If the non-minor does not meet the necessary criteria to re-enter, the ILP SW will advise the non-minor of the appropriate ILP and community resources available.

If the non-minor was not a dependent with Fresno County but is now living in Fresno County, the ILP SW will contact the appropriate county, advise them of the non-minor's wishes to re-enter care, and send that county the signed forms.

If the non-minor was a dependent with Fresno County, the ILP SW will:

- Forward the following forms to Foster Care Intake at the "L" Street building:
 - [SAWS 1](#), *Initial Application For CalFresh, Cash Aid, And/Or Medi-Cal/Health Care Programs*,
 - [FC 2 NM](#), *Statement Of Facts Supporting Eligibility For AFDC-Extended Foster Care (EFC)*,
 - [EA 1 CWS](#), *Emergency Assistance Application for Child Welfare Services*,
 - [MC 250](#), *Application And Statement Of Facts For Child Not Living With A Parent Or Relative And For Whom A Public Agency Is Assuming Some Financial Responsibility*,
 - [SOC 163](#), *Voluntary Re-Entry Agreement For Extended Foster Care*, and
 - [SOC158A](#), *Foster Child's Data Record And AFDC-FC Certification*
- File the following forms with the Juvenile Court within 15 court days:
 - [JV-466](#), *Request to Return to Juvenile Court Jurisdiction and Foster Care*,

- [JV-468](#) (if needed), *Confidential Information- Request to Return to Juvenile Court Jurisdiction and Foster Care*,
 - [SOC 163](#), *Voluntary Re-Entry Agreement For Extended Foster Care*,
 - [FC 2 NM](#), *Statement Of Facts Supporting Eligibility For AFDC-Extended Foster Care (EFC)*, and
 - Ex Parte to calendar the hearing.
- Email all the PPLA Social Worker Supervisors (SWS), the Court Officer SWS and the ILP SWS that the non-minor is seeking to re-enter. Upon receiving the email, a PPLA SWS will assigned the ILP SW as secondary in CWS/CMS. The email will include the following information regarding the non-minor:
 - Non-minor's name
 - Non-minor's date of birth
 - Case name
 - Department of Social Services (DSS) case number
 - Court case number
 - Who the previous PPLA SW and SWS were assigned to the non-minor
 - Date the case previously closed
 - Date of re-entry
 - The non-minor's current circumstances
 - Which criteria the non-minor is willing to participate in (high school, college, vocational education, removing barrier(s), employment, or incapable of participating)
 - Where the non-minor is placed or would like to be placed
 - Contact information
 - Forms the non-minor has completed
 - Write and file the initial Court report. If the non-minor becomes non-compliant, the ILP SW will write and file a JV-180 report requesting to dismiss the case.
 - Send the ILP SWS a calendar invite regarding the non-minor's Court hearing date in order for the ILP SWS to review the Court orders.

The ILP SW will handle all case managing aspects, including monthly contacts, until the Court makes a determination about the non-minor's re-entry. If the Court grants the non-minor's re-entry request, the ILP SW will email the PPLA SWSs and a PPLA SWS will take the ILP SW off as secondary. The non-minor will be assigned to a PPLA SW, preferably the same PPLA SW as previously assigned.

When a Non-Minor's Case has Been Closed for Non-Compliance

No matter the reason for case closure, if the non-minor wishes to re-enter and meets the previously mentioned criteria, DSS must help with the re-entry process.

Some things to consider when a non-minor whose case was closed for non-compliance asks to re-enter care:

- Has the non-minor's situation changed?
- If the non-minor was non-compliant with participation, are they really ready to be placed in a SILP?
 - If the non-minor refuses to be placed anywhere else other than a SILP, the ILP SW will explain that the process can be started with the SILP Readiness Assessment, but that the PPLA SW and SWS will need to make the final determination.

At the Court hearing requesting re-entry, DSS can recommend that the non-minor be denied re-entry and why. If the Court agrees and denies re-entry, the ILP SW will:

- Advise the non-minor of ILP and community resources available.
- Close the non-minor's case.
- Email the PPLA SWSs, the Court Officer SWS and the ILP SWS of the Court hearing results.

Transitional Independent Living Case Plan (TILCP) for a Re-Entering Non-Minor

Every NMD shall have a case plan, which includes a Transitional Independent Living Plan (TILP). The ILP SW will help the non-minor complete the TILP when they re-enter, and attach the TILP to the initial Court report. The initial TILP can include any services, including providing bus passes.

Within 60 days from re-entry, the ILP SW shall complete the case plan (TILCP) with the NMD. Either the ILP SWS or a PPLA SWS can approve the case plan. The NMD's signature on the [SOC 163](#) will initially indicate their intent to satisfy one of five participation conditions of EFC and will continue to satisfy that requirement for the first 60 days.