

# **ATTACHMENT SIX**

## **Agency Supported Foster Care and Pre-Adoption Service Attachment**

Effective July 1, 2019

### **DEFINITION:**

Agency Supported Foster Care (ASFC) and Pre-Adoption Service is defined as out of home care in a licensed foster, kinship, or adoptive home or in the home of a relative that is supported by a licensed child placing agency (CPA) and designed to meet the complex needs of children who have experienced trauma, abuse, neglect and other serious issues that require out of home placement.

The Subrecipient shall recruit, train, license and support foster and adoptive parents who accept placement of, and will meet the needs of, children referred by DHHS.

Recruitment of agency supported foster and adoptive families is defined as active and ongoing efforts to solicit families who are invested in meeting the unique and special needs of the children and youth served by DHHS. Recruitment includes undertaking targeted and diligent efforts to locate foster and adoptive families for specific children upon request by DHHS. Recruitment efforts will include, but not limited to, engaging communities across the state through outreach and education activities to increase awareness of the need for foster and adoptive parents who reflect the ethnic and racial diversity of the children served by DHHS. Recruitment activities may include but not be limited to: organizing special events, speaking engagements, advertising, and networking.

Agency Supported Foster Care and Pre-Adoption Subrecipients shall work collaboratively with DHHS local staff to develop a Foster Care and Adoption Recruitment and Retention Plan that is reflective of the types of foster and adoptive parents needed to meet the unique and special needs of children referred by DHHS and who are reflective of the ethnic and racial diversity of children served in the Service Area. The Subrecipient shall report data as requested or established through the Recruitment and Retention Plan. The Foster Care and Adoption Recruitment and Retention Plan must identify specific strategies designed to support and improve the retention of foster and adoptive families. The Foster Care and Adoption Recruitment and Retention Plan must also include timelines for strategy implementation, and specific measurable goals for increasing the Subrecipient's number of newly licensed foster and adoptive families.

Retention is defined as keeping both prospective and current foster, adoptive, and kinship families interested and invested in accepting placement of foster children by treating people well, meeting their needs, and providing encouragement and individualized support, beginning with pre-service training and continuing through post-placement services.

Training is defined as the following: (1) providing or ensuring that foster and adoptive parents complete the necessary pre-service educational curriculum required for foster care licensure; (2) providing or ensuring that foster and adoptive parents receive ongoing training to maintain licensure and to improve their knowledge, skills, and abilities to provide a stable home environment for children referred by DHHS placed in their care; and (3) providing or ensuring that ongoing training is completed, and that the training is relevant and enhances the foster or adoptive family's ability and capacity to meet the unique needs of children age 0 to 5 years old, and all other youth for whom they are providing care, including training to acquire the necessary skills and knowledge for applying the Reasonable and Prudent Parent Standard [Preventing Sex Trafficking & Strengthening Families Act of 2014 (P.L. 113-183/HR 4980)]. The Subrecipient shall train all affiliated foster and adoptive homes within 60 days of

affiliating with the Subrecipient, and provide ongoing training on the Reasonable and Prudent Parent Standard and Human Trafficking, with a curriculum approved by DHHS. The Subrecipient shall also train all foster and adoptive parents affiliated with their agency on how to talk with children placed in their home about setting healthy physical boundaries and how to talk to children about healthy boundaries.

The Subrecipient shall distribute the Youth Care Bill of Rights to age appropriate children in foster homes as established by the Nebraska Strengthening Families Act Committee within 72 hours of a youth's initial placement into out-of-home care.

Initial pre-service training curricula required for licensure of foster and adoptive parents shall be a model approved by DHHS. Ongoing training can be offered through a combination of face-to-face training, classroom training, web-based training, and reading materials that meet the above criteria.

Licensing of a foster and adoptive parent is defined as providing or ensuring that the foster or adoptive parent(s) complete all activities required by DHHS in accordance with 395 NAC 3-001 for the awarding of a foster care home license. The Subrecipient shall make every effort to ensure that relative and kinship foster parents referred by DHHS complete licensing activities in order to maximize IV-E Federal funding. The Subrecipient shall complete all foster and adoptive care home studies in accordance with DHHS policy, utilizing the home study template provided by DHHS. The Subrecipient shall update all home studies for licensed and approved homes every two years. The Subrecipient shall submit an amendment to the home study for any licensed or supported home when there is a change in household members or circumstance in a foster and/or adoptive care home. This amendment shall be submitted within 30 days of the change to the foster or adoptive care home. The Subrecipient shall provide all documents necessary to renew the license for a foster and adoptive care home to DHHS at least 30 days prior to the expiration of the license.

Support is defined as being readily accessible and responsive to foster, adoptive, kinship or relative foster care parents in meeting their needs and intervening as necessary to stabilize crisis episodes and prevent placement disruptions. Support includes providing face-to-face visits in the foster, adoptive, kinship or relative foster parent's home a minimum of one time per month, and more frequently as needed based on the needs of the foster, pre-adoptive, kinship or relative foster parent, or the child, or any combination thereof, as determined by the Family Strength and Needs Assessment (FSNA) Tool. More frequent phone calls may be necessary to maintain communication and develop ongoing rapport. During face-to-face visits, Subrecipients shall:

- review and discuss the foster, pre-adoptive, kinship or relative foster parent's ability to meet the needs of the youth placed in their home, and identify stressors the foster, pre-adoptive, kinship or relative foster parent(s) may be experiencing;
- review and offer concrete supports, such as transportation, more frequent face-to-face visits, and other resources to ameliorate the stressors;
- identify and reinforce the strengths demonstrated by the foster, pre-adoptive, kinship or relative foster parent(s);
- assess the current suitability of the child(ren) placed with the foster, pre-adoptive, kinship or relative foster parent(s);
- encourage foster, pre-adoptive, kinship or relative foster parent(s) and youth to complete the "caregiver information form" and the "youth questionnaire form" and submit completed forms to the court prior to the youth's review hearing and permanency hearing;
- encourage and facilitate the use of respite care and educate foster, pre-adoptive, kinship or relative foster parent(s) on the importance of accepting foster children back into their care

after respite care in order to avoid the additional trauma to children from sudden and unplanned placement changes;

- identify appropriate respite care options, conduct necessary background checks on prospective respite care providers, and facilitate a smooth transition for the child(ren) to and from the respite care home;
- provide or arrange for foster, pre-adoptive, kinship or relative foster parent(s) to receive ongoing training and one-on-one instruction and guidance, as needed, to help promote “normalcy” for youth in their care through the use of reasonable and prudent parenting standards that provide opportunities for youth to grow emotionally, socially, and developmentally by having the most family-like experience possible;
- tailor foster, pre-adoptive, kinship or relative foster parent(s) support to the individual and unique circumstances experienced by foster, pre-adoptive, kinship or relative foster parent(s); and,
- review the status of the foster parent(s) license and work diligently to renew the foster parent(s) license timely and prevent the lapse, or need for an extension of the foster parent(s) license.
- provide respite services on a regular and ongoing basis based on the needs of the foster, pre-adoptive, kinship or relative foster parents to maintain stability of placement for the foster child.
- develop a communication plan between the foster, pre-adoptive, kinship or relative foster parents and the biological (legal) parents to ensure consistent communication on the children focusing on their successes and their needs. The communication plan should identify frequency and method of contact by the foster, pre-adoptive kinship or relative foster parents to the legal parents or document why a plan does not exist.

Support of foster, pre-adoptive, kinship or relative foster parent(s) will include ongoing communication that will be delivered by phone, email, or text message and will include being available to foster, pre-adoptive, kinship or relative foster parents 24 hours a day, 7 days per week including holidays and weekends.

Support of foster, pre-adoptive, kinship or relative foster parent(s) shall also include transporting foster children when the foster, pre-adoptive, kinship or relative foster parent(s) are unable to do so, or ensuring that foster children are transported, to their home school, to activities, and to services that are located within a 25-mile radius from the foster, pre-adoptive, kinship or relative foster parent(s) home, as needed. The Subrecipient shall transport foster children within a 25-mile radius of the foster, pre-adoptive, kinship or relative foster parent(s) home at no additional cost to DHHS.

Activities and services include, but are not limited to, behavioral health appointments, medical appointments, and extra-curricular activities. DHHS encourages foster, pre-adoptive, kinship or relative foster families to transport their foster care children to and from scheduled visits with the child(ren)’s parents, siblings, and family members whenever possible and practicable.

The Subrecipient shall develop a Placement Support Plan in a standard format provided by DHHS that is specific and individualized for each child placed in a licensed, kinship, or relative foster care or pre-adoptive home, affiliated with the Subrecipient. The Placement Support Plan shall address how the Subrecipient will prevent the placement from disrupting in order to minimize trauma to the child(ren) and identify interventions including regularly scheduled respite and crisis respite to be used during a time of crisis in order to stabilize the placement. The initial Placement Support Plan shall be submitted to the designated DHHS staff within seven (7) business days of physical placement of the youth. Should the initial Placement Support Plan require revisions requested by DHHS, such revisions shall be

completed and resubmitted to the designated DHHS staff within five (5) business days of the request for revisions.

As part of supporting the foster, pre-adoptive, kinship or relative foster parent(s), the Subrecipient shall communicate all known information about the child to the foster, pre-adoptive, kinship or relative foster parent(s), including information regarding the child found on the common referral for placement. The Subrecipient shall assist and support the foster, pre-adoptive, kinship or relative foster parent(s) in making contact with the child's parent(s) from whom the child was removed, within 24 hours of being made aware of the placement into the foster home, to connect and initiate building an alliance to promote the child's well-being. If DHHS determined there was a safety reason or some other reason that this contact should not occur, DHHS will share that determination with the agency and contact pursuant to this section will not be required. The Subrecipient shall also provide input to planning processes for youth in placement i.e. Family Team Meetings, Independent Living Plans and preparation of Case Plans and Court Reports, as well as attend Family Team Meetings, when requested by DHHS or by the child's family.

The Subrecipient shall notify DHHS of placement options within five (5) calendar days of receipt of a placement request by DHHS. When placement requests are marked urgent by DHHS, the Subrecipient shall respond to DHHS within one hour of receipt of the placement request to notify DHHS of any progress toward securing a foster, kinship or relative foster home placement.

The Subrecipient shall make foster care placement recommendations that enable youth to remain in the youth's home school/school of origin. When this is not possible, the Subrecipient must immediately notify the DHHS Case Manager in writing.

The Subrecipient shall provide any information requested by DHHS necessary to complete reports required by any applicable Federal or State law and regulation.

All Subrecipients shall be in compliance and remain in compliance with regulation and licensure as a Child Placing Agency for the delivery of foster care services and adoption services as established at 474 NAC 6-005.

All Subrecipients shall be in compliance, and remain in compliance, with all DHHS policy and regulation.

Subrecipients who are accredited by a nationally recognized accreditation organization shall ensure that they are fully authorized to deliver Adoption services as described below, and shall fully agree to complete Adoption home studies and provide Adoption services for those youth who are in a home supported by the Subrecipient.

Adoption services shall include, but not be limited to, (1) completing and utilizing the adoptive home study as a comprehensive assessment tool to help determine the prospective adoptive family's ability to make a lifelong commitment to providing a nurturing home for the child(ren); (2) preparing the child(ren) for Adoption and assessing the level of integration and adjustment of the adoptive child(ren) to the prospective adoptive home; (3) providing post-placement supervision to prepare the prospective adoptive family with the creation of a new family unit; (4) assisting the prospective adoptive family with planning for post-adoptive services across the lifespan; and (5) review with adoptive families the seven Core Issues in Adoption to ensure adoptive families are familiar with the concepts of Loss, Rejection, Guilt & Shame, Grief, Identity, Intimacy, and Mastery & Control. [Jerve, J. (Ed.). (2005, February 10). [Adoption 101]

Subrecipients who are licensed to provide Adoption services but who are not accredited by a nationally recognized accreditation organization must provide a detailed description of how the Subrecipient

intends to deliver Adoption services described above. The detailed description must be submitted in writing to the DHHS Resource Development Contract Monitor Administrator or designee, in a format approved by DHHS. This detailed description shall be submitted within thirty (30) calendar days following the execution of this subaward. DHHS shall provide written approval or denial of the Adoption services description within ten (10) business days of receipt of the description.

Until the detailed description of how the Subrecipient intends to deliver Adoption services is approved in writing by DHHS, Subrecipients who are licensed to provide Adoption services but who are not accredited by a nationally recognized accreditation organization must subcontract with a Child Placing Agency for Adoption home studies and Adoption services for those youth who are in a home supported by the Subrecipient. The Child Placing Agency must be licensed to provide Adoption services as described above and established by the Division of Public Health, and be either fully accredited by a nationally recognized accreditation organization, or be separately approved by DHHS Children and Family Services before delivering Adoption services.

For purposes of this subaward, the requirements for Adoption services shall be limited to those necessary to conduct domestic Adoptions.

The Subrecipient will collaborate with DHHS to proactively plan for the discharge of youth from Agency Supported foster, pre-adoptive, kinship or relative foster care. The Subrecipient will use a trauma informed approach to prepare youth for transitions and will collaborate with DHHS to ensure that the most appropriate post-discharge placement is available for the youth prior to discharge. When the youth's discharge is not planned, the Subrecipient will give DHHS a fourteen (14) calendar day notice in writing. During the fourteen (14) day period of time, the Subrecipient will use a trauma informed approach to prepare the youth for the impending discharge and will work collaboratively with DHHS to determine the most appropriate post discharge placement for the youth. A fourteen (14) calendar day written notice is not required when the Subrecipient and DHHS mutually agree that it is in the best interests of the child to move sooner.

The Subrecipient, when alerted to a concern about a foster, pre-adoptive, kinship or relative foster home by DHHS, shall explore the concern with the foster, pre-adoptive, kinship or relative foster family and provide to DHHS, within 10 business days of notice of concern, written documentation on a format approved by DHHS, stating the cause of the concerns and efforts to resolve the concerns.

The Subrecipient shall provide information to foster, pre-adoptive, kinship or relative foster parent(s) regarding reimbursement for transportation above 100 miles a month in accordance with 479 NAC 2-2002.03E, and provide the foster, pre-adoptive, kinship or relative foster parent(s) with the approved travel log from the DHHS Contract Monitoring Resource Development Team.

**TARGET POPULATION:**

Agency Supported foster, adoptive, kinship or relative foster homes shall accept and serve children ages 0 through 18 years old in need of foster care or Adoption as referred by DHHS.

**LENGTH OF SERVICE:**

The length of Agency Supported foster, adoptive, kinship or relative foster care service is based on the unique needs of each child.

**STAFF CREDENTIALS:**

All new Subrecipient staff hired to provide direct services to the Agency Supported foster, adoptive, kinship or relative foster families and to foster children and their families, shall have a minimum of a Bachelor's Degree in a human services related field; or, a Bachelor's Degree in a related field with

experience delivering foster care related services.

At the Subrecipient's request, the DHHS Subaward Manager may consider a potential employee's High School Diploma or GED and at least 5 years of job related or lived experience to be the equivalent of a Bachelor's Degree for the performance of Agency Supported Foster Care duties.

**MINIMUM REQUIRED REPORTS:**

- (1) Foster, adoptive, kinship or relative foster care Recruitment and Retention Plan -- The Subrecipient shall submit a copy of the initial foster, adoptive, kinship or relative foster care Recruitment and Retention Plan to the DHHS Subaward Manager or designee within 30 calendar days after the execution of this subaward; and, the Subrecipient shall submit progress reports of the plan, in a format approved by DHHS, to the DHHS Subaward Manager or designee by the following dates: January 10<sup>th</sup>, April 10<sup>th</sup> and July 10<sup>th</sup>.
- (2) Written Description of Adoption Services -- The Subrecipient, if applicable, shall submit a copy of the written description of Adoption services to the DHHS Subaward Manager or designee, within thirty (30) calendar days following the execution of this subaward, and in a format approved by DHHS;
- (3) Written Summary Reports -- The Subrecipient shall provide a written monthly on each child in placement report to the referring DHHS Representative within fourteen (14) calendar days following the month of service provision, which summarizes the following:
  - a. The supportive services the Subrecipient provided to the foster, adoptive, kinship or relative foster parent(s), as well as the child(ren)'s progress toward achieving permanency. Supportive services outlined in the monthly report shall include concrete supports, resources, training, one-on-one instruction, and guidance provided to the foster, adoptive, kinship or relative foster parent(s) to ameliorate any stressors the foster, adoptive, kinship or relative foster parent(s) are experiencing, to manage the child's needs and behaviors, and to maintain the placement.
  - b. The medical, vision, and dental check-ups of children placed in the foster, adoptive, kinship or relative foster home that occurred during the reporting month.
  - c. Mental health or behavioral needs of children placed in the foster, adoptive kinship or relative foster home during the reporting month.
- (4) Internal Quality Reports -- The Subrecipient shall provide any internal quality reports upon request.
- (5) Upon the request of DHHS, the Subrecipient will complete and submit electronically to the DHHS Fiscal Officer, or designee, a monthly cost expense report related to the administrative payments made by DHHS for the Essential, Enhanced, and Intensive levels of support provided by the Subrecipient in a format developed by DHHS, by no later than thirty (30) calendar days following the request.
- (6) The Subrecipient, will separate direct foster care maintenance payments from other service delivery expenses and keep records that are readily reviewable and traceable to source documentation, in a format developed by DHHS, including, but not limited to, payments to foster, adoptive, kinship or relative foster parents by check, electronic funds transfers, or other payment methods. Subrecipient shall ensure its subcontractors and vendors adhere to this requirement.
- (7) The Subrecipient shall provide source documentation for each maintenance payment made directly to foster, adoptive, kinship or relative foster parents on behalf of each child served. Source documentation shall include copies of cancelled checks and or copies of direct deposit transactions. The source documentation shall be submitted to the DHHS Fiscal Officer or designee electronically by no later than 30 calendar days after DHHS provides claims level detail.
- (8) The Subrecipient shall provide information for the National Youth in Transition Database (NYTD) in a format approved by DHHS for youth in care between the ages of 14- years-old and

19-years-old. This information shall be provided to DHHS within 14 calendar days following the month of service provision.

**PERFORMANCE OUTCOME MEASURES:**

The Performance Outcome Measures below will be assessed monthly, quarterly, and at the end of the Period of Performance.

1. During the Period of Performance, Foster Parents will make contact with the child's caretaker, from whom the child was removed, through face to face contact or phone within 24 hours of the child's removal 95% of the time.
2. 94% of children will experience placement without going to another ASFC placement or higher level of care.
3. 100% of children in care will not experience maltreatment within foster home or care concern that would result in the removal from the foster home.
4. 60% of subsequent placement after discharge to reunification.
5. Accepted placement referrals for ASFC:
  - a. 75% of children accepted for placement were able to stay in his/her home school;
  - b. The proportion of foster homes for the provider will meet or exceed the Statewide percentage of the Enhanced or Intensive Nebraska Caregiver Responsibility (NCR) level during the contract period.
6. 90% of all parents whose children are in care will have communication plans and means of regular contact with the relative, kinship or foster parents.

**ESTABLISHED RATE:**

- 1-A. For those youth **age 0 through 5 years old**, DHHS shall pay the Subrecipient:
  - \$20.40 per day per youth for Out-of-Home Maintenance when the Nebraska Caregiver Responsibilities Score is at the **Essential Parenting Level of Care**; and,
  - \$22.20 per day per youth for the provision of Agency Supported Foster Care services at the Essential Level of Support.
- 1-B. For those youth **age 0 through 5 years old**, DHHS shall pay the Subrecipient:
  - \$28.05 per day per youth for Out-of-Home Maintenance when the Nebraska Caregiver Responsibilities Score is at the **Enhanced Parenting Level of Care**; and,
  - \$28.73 per day per youth for the provision of Agency Supported Foster Care services at the Enhanced Level of Support.
- 1-C. For those youth **age 0 through 5 years old**, DHHS shall pay the Subrecipient:
  - \$35.70 per day per youth for Out-of-Home Maintenance when the Nebraska Caregiver Responsibilities Score is at the **Intensive Parenting Level of Care**; and,
  - \$39.54 per day per youth for the provision of Agency Supported Foster Care services at the Intensive Level of Support.
- 2-A. For those youth **age 6 through 11 years old**, DHHS shall pay the Subrecipient:
  - \$23.46 per day per youth for Out-of-Home Maintenance when the Nebraska Caregiver Responsibilities Score is at the **Essential Parenting Level of Care**; and,
  - \$22.20 per day per youth for the provision of Agency Supported Foster Care services at the Essential Level of Support.
- 2-B. For those youth **age 6 through 11 years old**, DHHS shall pay the Subrecipient:

- \$31.11 per day per youth for Out-of-Home Maintenance when the Nebraska Caregiver Responsibilities Score is at the **Enhanced Parenting Level of Care**; and,
- \$28.73 per day per youth for the provision of Agency Supported Foster Care services at the Enhanced Level of Support.

2-C. For those youth **age 6 through 11 years old**, DHHS shall pay the Subrecipient:

- \$38.76 per day per youth for Out-of-Home Maintenance when the Nebraska Caregiver Responsibilities Score is at the **Intensive Parenting Level of Care**; and,
- \$39.54 per day per youth for the provision of Agency Supported Foster Care services at the Intensive Level of Support.

3-A. For those youth **age 12 through 18 years old**, DHHS shall pay the Subrecipient:

- \$25.50 per day per youth for Out-of-Home Maintenance when the Nebraska Caregiver Responsibilities Score is at the **Essential Parenting Level of Care**; and,
- \$22.20 per day per youth for the provision of Agency Supported Foster Care services at the Essential Level of Support.

3-B. For those youth **age 12 through 18 years old**, DHHS shall pay the Subrecipient:

- \$33.15 per day per youth for Out-of-Home Maintenance when the Nebraska Caregiver Responsibilities Score is at the **Enhanced Parenting Level of Care**; and,
- \$28.73 per day per youth for the provision of Agency Supported Foster Care services at the Enhanced Level of Support.

3-C. For those youth **age 12 through 18 years old**, DHHS shall pay the Subrecipient:

- \$40.80 per day per youth for Out-of-Home Maintenance when the Nebraska Caregiver Responsibilities Score is at the **Intensive Parenting Level of Care**; and,
- \$39.54 per day per youth for the provision of Agency Supported Foster Care services at the Intensive Level of Support.

NOTE: Whenever a child turns age six (6) and age twelve (12), the Out of Home Maintenance rate will be changed to reflect the correct age of the child. The new rate will be effective the date of the child's 6<sup>th</sup> or 12<sup>th</sup> birthday.

4. DHHS shall pay the Subrecipient a bed hold fee equal to the absent youth's per diem rates for Out-of-Home Maintenance and Agency Supported Foster Care services for a maximum of five (5) days per occurrence when the bed hold has been approved in writing by the DHHS Case Manager. Bed holds longer than five (5) days in duration must be approved in writing by the Service Area Administrator or their DHHS designee.
5. Prior to the completion of the Nebraska Caregiver Responsibilities assessment, DHHS shall pay the Subrecipient for Out-of-Home Maintenance at the Essential Parenting Level of Care rate based on the age of the youth; and, DHHS shall pay the Subrecipient \$22.20 per day per youth at the Essential Level of Support for the provision of Agency Supported Foster Care services. Payment will remain at the pre-assessment rate from the date of the youth's placement in the agency supported foster care home until the date the Nebraska Caregivers Responsibilities tool is completed and signed by the DHHS Supervisor.
6. DHHS shall pay the Subrecipient for travel time and distance for the delivery of Agency Supported Foster Care support services as defined above in this attachment, when the round trip distance exceeds fifty (50) miles. The Subrecipient shall submit for payment, travel time and distance on a



Travel Log developed and provided by DHHS. The completed Travel Logs shall be submitted at the end of each month for services provided during the previous month. The Subrecipient must clearly specify when travel time and distance was for transporting a child to and from his or her home school, or to and from extracurricular school activities.

When the round trip distance exceeds fifty (50) miles, DHHS shall pay the Subrecipient \$18.36 per hour for the total time travelled round trip. When the total round trip travel time exceeds one hour, the travel time shall be rounded up to the nearest quarter of an hour, and DHHS shall pay the Subrecipient for partial hours as follows:

- 1 to 15 minutes = \$4.59
- 16 to 30 minutes = \$9.18
- 31 to 45 minutes = \$13.77
- 46 to 60 minutes = \$18.36

The travel time shall be consistent with the length of time required to travel to deliver Agency Supported Foster Care Services. Consistent shall be defined as being within fifteen (15) minutes of the time recorded by MapQuest or Google Maps. If the length of time is more than fifteen minutes (15) over what is recorded on MapQuest or Google Maps, the Subrecipient shall note the reasons why on the travel log.

When the round trip distance exceeds fifty (50) miles, DHHS shall pay the Subrecipient a per-mile rate for the total distance travelled round trip. The per-mile rate utilized shall be the same per-mile rate established in the State of Nebraska's travel expense policies that are in effect at the time the expense is incurred. Travel expense policies are found in the State Accounting Manual at the following website address:

<http://das.nebraska.gov/accounting/nis/amcon.htm>.

The round trip distance travelled shall be consistent with the number of miles required to travel to deliver Agency Supported Foster Care Services. Consistent shall be defined as being within five (5) miles of the distance recorded by MapQuest or Google Maps. If the number of miles is more than five (5) miles over what is recorded on MapQuest or Google Maps, the Subrecipient shall note the reasons why on the travel log.

7. The Subrecipient will access the Medicaid Transportation Broker to arrange transportation for medical transportation. If a state ward youth is not Medicaid eligible, the Subrecipient is responsible for medical transportation within the 25-mile radius and DHHS agrees to pay the Subrecipient for medical transportation services provided for youth to medical services beyond a 25-mile radius.

DHHS reserves the right to change the foster care rates in accordance with the range of rates identified by Nebraska law.