



DEPARTMENT OF
HUMAN SERVICES

Minnesota Assessment of Parenting for Children and Youth (MAPCY)

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SSIS Coffee Talk 8/18/20

- MAPCY Overview
- SSIS - Placement
- SSIS – Tool
- Scoring and Benefits
- Additional things to know



MAPCY Overview

MAPCY Overview

- The Minnesota Assessment of Parenting for Children and Youth (MAPCY), is the tool used to determine monthly payment for foster care, kinship assistance and adoption assistance within Northstar Care for Children
- Effective 1/1/15, the MAPCY became the uniform assessment process to determine supplemental benefit levels for children eligible for Northstar Care for Children

1. Basic payment

- Basic payment is set by child's age (gets larger as child gets older)
- Provides for child's food, clothing, shelter, and daily supervision
- Not available for at-risk adoption assistance

2. Supplemental payment

- Determined by the MAPCY
- Provides for extra care and attention needed to meet child's needs
- Not available for at-risk adoption assistance

3. Medical Assistance (MA)

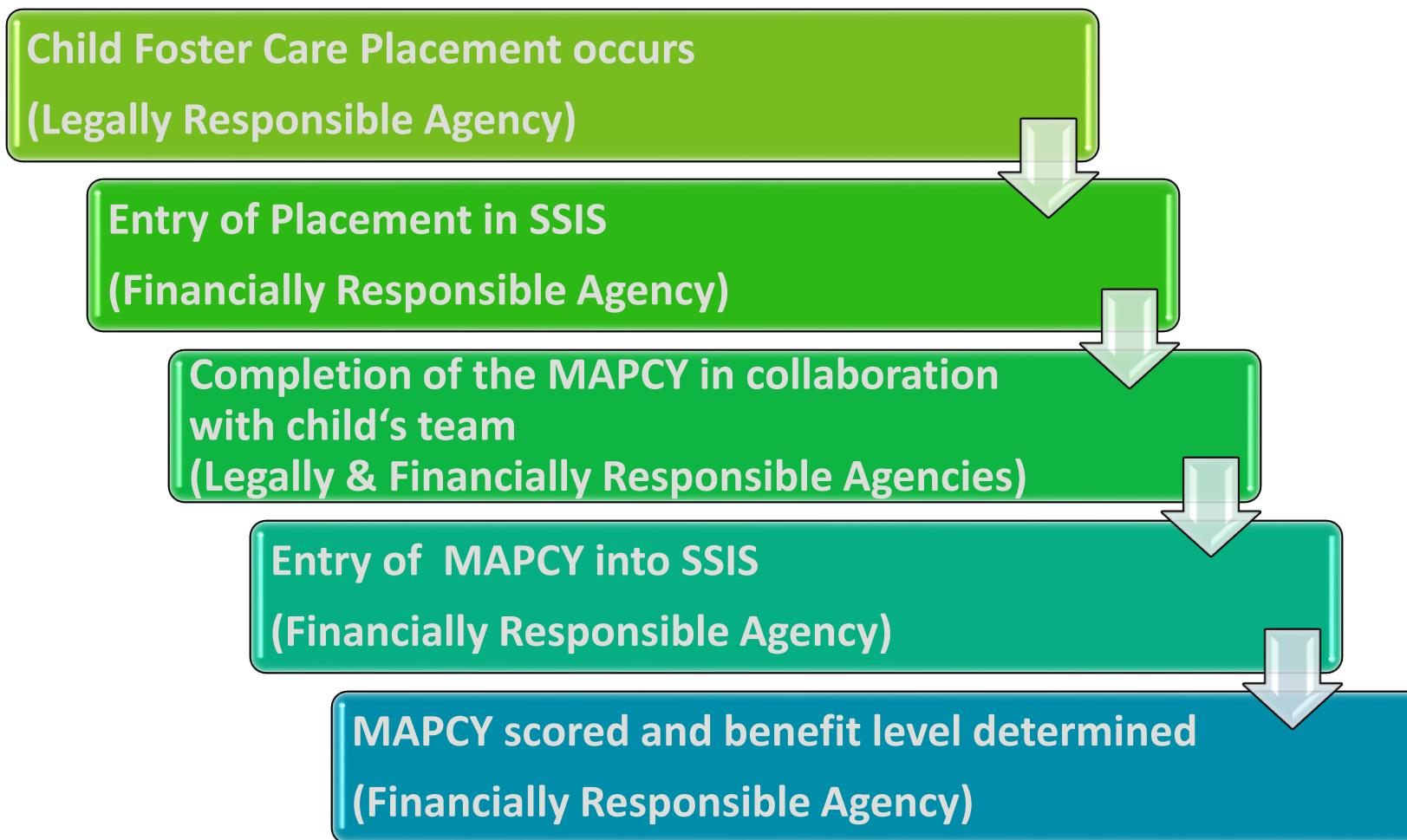
- Not automatic for Non–Title IV-E kinship assistance

MAPCY Overview – When you need a MAPCY

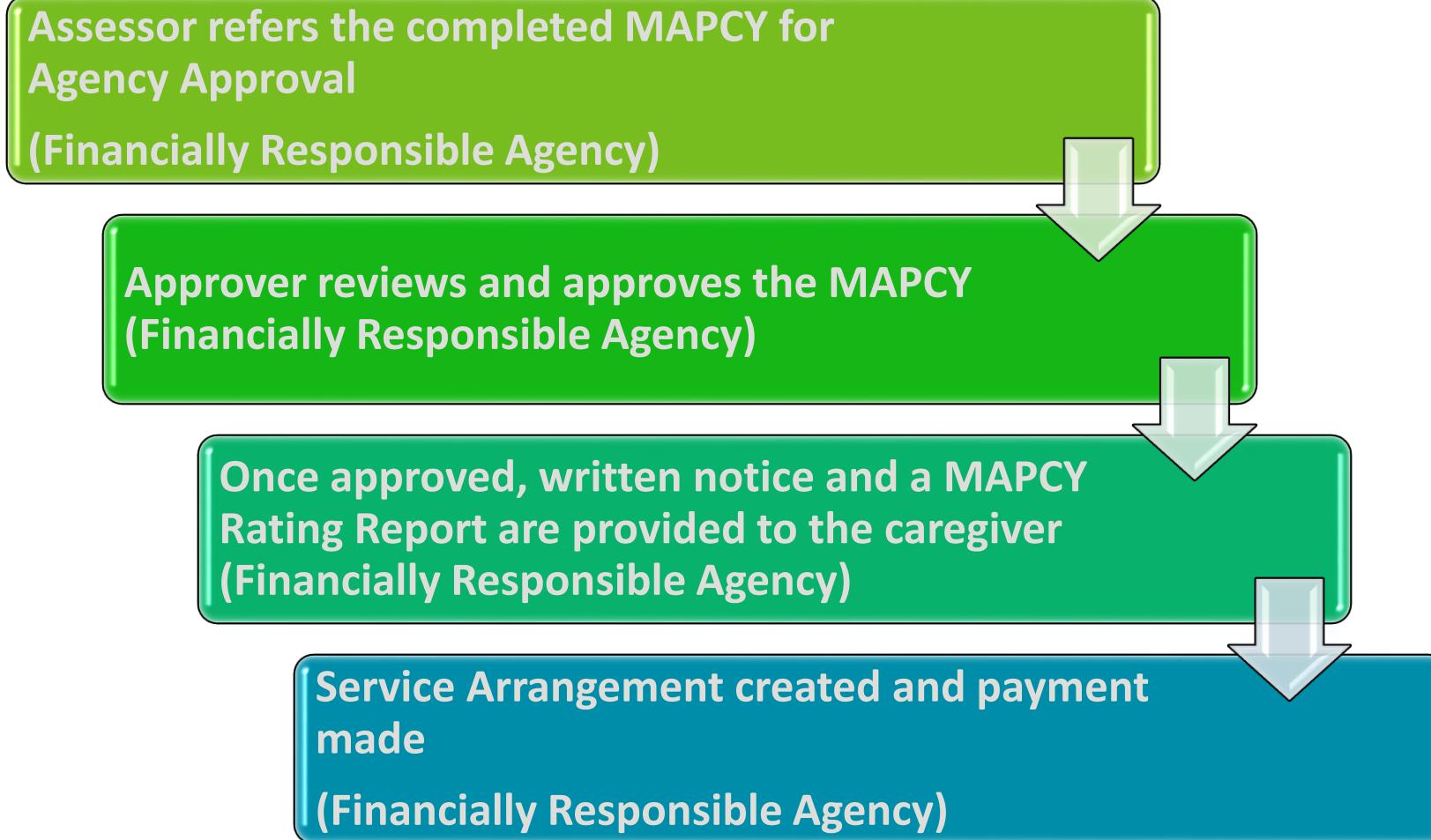
- Service Codes: 180 (treatment foster care) and 181 (child family foster care) and 188 (supervised independent living) - children or youth placed with any of the following:
 - Relatives who have emergency placement and are in the process of being licensed
 - Foster parents licensed by the county, tribes or child placing agency
 - Residence foster setting (corporate foster care)
 - Extended Foster Care – Supervised Independent Living (EFC-SIL) settings
 - Adoptive parents of children under the Guardianship of the Commissioner
 - Relative custodian through a transfer of permanent legal and physical custody (TPLPC)

MAPCY does not need to be completed for any non-Northstar Eligible settings (i.e. – correctional facilities, group homes, hospitalizations, etc.)

MAPCY Process



MAPCY Process



MAPCY Roles - Assignment

- MAPCY requires two roles within SSIS – Assessor and Approver
 - To add a New Role:
 - Log into **SSIS Admin** and select **Lists** from the Windows toolbar.
 - Select **Role List**
 - Click **New**
 - Enter a **Name** for the new Role
 - Click the **Add** button in the Users section to assign the Role to the appropriate Users
 - Select the **User(s)** to assign to the Role and click **OK**
 - Select a template for the new Role by **selecting an existing role** in the List functions for the role field, or leave the default of **<>Show all functions<>** to view all security functions available.
 - Select the appropriate functions in the **Available Functions** list and click the **Add>** button.
 - Once all security functions are assigned, click **OK**

MAPCY Role - Assessors

- An agency should have at least one assessor and one “backup” assessor
- One staff cannot assess and approve the same assessment
 - Staff may have both roles in SSIS, but cannot perform both for one MAPCY
- Caseworkers may be in the best position to complete the assessment tool or be a Specialized Assessor

MAPCY Role - Approvers

- Ensure MAPCYs are completed by day 30 of a child's out-of-home placement
- A MAPCY must be approved by an agency-designated approver
 - SSIS will not pay a benefit rate established through a MAPCY until it has been agency approved
- Only approved MAPCYs can be used for Service Arrangements and Payments
- For children with the highest needs, Extraordinary Level increases can be requested by the responsible agency and must be approved by DHS

MAPCY Role - Approval and Fiscal

When approving MAPCY assessments, check the following that affect Service Arrangements, Payments and Child Foster Care claims:

- Effective Date of MAPCY
 - If it is the initial MAPCY for the placement, the system sets the effective date based on the emergency benefit level rules
 - If not the first MAPCY for the placement, is the effective date the 1st of a month?
- Correct placement has been selected
- Has the existing Service Arrangement been ended?
- If the effective date is backdated:
 - Has a fiscal person in your agency been notified that additional payments may be needed if the level increased or existing payments need to be split if the level decreased?

Service Arrangements & Payments for Services 180 and 181

- Basic per diem and Supplemental per diem (MAPCY level) will autofill upon approval of the MAPCY (based on the Emergency Level D rules).

Do NOT override!

Emergency Level D

- Available to agencies within the first 30 days of a child's continuous placement, but does not have to be used
 - If the MAPCY is completed *within or after* the first 30 days and the amount is *greater* than Level D, the higher rate will go back to the first date of placement (SSIS will keep the effective date)
 - Service Arrangement – use Special Cost Code 19 (MAPCY adjustment)

M.S. § 256N.26, subd. 6

Emergency Level D

- Available to agencies within the first 30 days of a child's continuous placement, but does not have to be used
 - If the MAPCY is completed *within* the first 30 days and the amount is *lower* than Level D, the lower rate will become effective the date of the approval (SSIS will adjust the effective date automatically – do not try to override)
 - Service Arrangement – use Special Cost Code 10 (Reduced foster care rate)

M.S. § 256N.26, subd. 6

Emergency Level D

- Available to agencies within the first 30 days of a child's continuous placement, but does not have to be used
 - If the MAPCY is completed *after* the 30 days of the initial placement and the MAPCY is *lower* than Level D, the lower amount will be paid effective the 31st date of placement (SSIS will adjust the effective date automatically – do not try to override)

M.S. § 256N.26, subd. 6

MAPCY and EFC-SIL Payment

- Youth in an EFC-SIL setting are the “owners” of their MAPCY, they receive the same benefits as if they were in foster care
 - Some funds may be paid directly to vendors
 - Some funds may be paid directly to the youth

Service Arrangements & Payments for Service 188 – Supervised Independent Living (18 up to 21)

- Supplemental per diem (MAPCY level), Basic per diem & Rate fields DO NOT autofill
- Unit type, Units & Rate fields are required
 - Amount payable cannot be more than the determined Basic + MAPCY amount
- Errors and warnings associated to Payments with Service 188 are identified on the Child Foster Care Report



MAPCY SSIS - Placement

Continuous Placement

- Begins when the agency has placement and care responsibilities and child/youth is removed from the home.
- The initial removal may be based on:
 - A 72 hour hold
 - Parents placed child in treatment prior to requesting services from local agency; a VPA is signed
- Defined as the entire time a child lives away from their home through legal authority
- Ends when the child is living with their parent, legal custodian, finalized adoption, tribal customary adoption or reaches age of majority

- All placements over 24 hours must be entered in SSIS
- Exception: law enforcement or tribal social services “places” child with the child’s other parent
 - This is not a placement, do not enter Continuous Placement or Placement
 - A Location can be entered so agency knows where child is

Enter Child/Youth Placement

Placement - Northstar - 06/23/2017 [Foster Parents](#) [Changes to this placement/location](#) [ICWA Placement Preferences](#)

Placement / Location / Absence Information

Setting: Foster family home - relative

Reason: Safety/stability

Start Date: 6/23/2017 12:00 AM Entry Date: 6/26/2017 12:47 PM

Classification: Placement - Northstar Effective date: 11/17/2017 12:00:00 AM

Workgroup: Georgia, Jason A/G Case Management 11/17/2017

Bus org / provider: Faith and Matthew Georgia

Location description: 9455 West 1st Ave, St. Paul, MN 55014

End reason: Provider request

End date: 3/2/2018 12:00 AM End Entry Date: 3/12/2018 01:46 PM

Disruption reason:

Disruption detail:

School district attending: St. Paul Public Schools

ICPC receiving state:

Check if no payment will be made to the provider

Does another agency or state have financial responsibility for this child -courtesy supervision by this agency? Yes No

School Change Information

Is child currently enrolled in school? Yes No

Federal, state & fiscal rules require entering the Entry Date before the 60th day of placement.

The Provider selected in the Bus org / provider field must match the Service Vendor on the Service Arrangement/Payments

Federal, state & fiscal rules require entering the placement End Entry Date before the 60th day. Federal requirements ask states to aim for entry of both by the 30th day. Note: 2 months is almost always 60 or more days.

Important to Double-Check

- Double-check foster care/shelter care/residential treatment center/group home business organization/vendor
- Some business organizations have different licenses for different levels or population of care
- Legal authority changes (state law, tribal codes, corrections)
- Resource (Foster Care) family address change



MAPCY SSIS – Tool

MAPCY – SSIS Tool

The image shows a screenshot of the MAPCY – SSIS Tool. On the left, there is a navigation menu with the following items:

- Jason Georgia
- Address/Phone/Email/State Detail
- Adolescent Services
- Name/Race
- ICWA
- Relationship
- Education
- Employment
- Disability/Diagnosis/Substance
- Health/Insurance
- Medication/Checkup
- CWB/Infant and Toddler Intervention
- CMH Screenings and Assessments
- Court Actions
- Permanency
- MAPCY/DOC Assessments** (highlighted with a red box)
- MAPCY Assessments
- DOC Assessments
- Workgroups & Intakes
- Client Eligibility Log
- Healthcare Eligibility from MMIS
- Supplemental Healthcare Eligibility
- Fiscal Details
- Special Studies
- Attached Files
- Documents

A red arrow points from the "MAPCY/DOC Assessments" item in the navigation menu to the "Setup" tab in the main window. The main window displays the following content:

Type	Name
MAPCY Assessment	MAPCY - 07/09/2017
MAPCY Assessment	MAPCY - 01/09/2018
MAPCY Assessment	MAPCY - 03/02/2018
MAPCY Assessment	MAPCY - 03/02/2018 (Revision: 1)

Setup Tab (highlighted with a red box):

- MAPCY: Youth Domains (Ages 13 and older, not EFC-SIL)
- Effective Date: 07/09/2017
- Description: Youth Domains (Ages 13 and older, not EFC-SIL)
- Status: Agency approved
- Complete Date: 07/14/2017
- Agency Approval Date: 07/14/2017
- Revision: 0

Document Tab:

- Document: Youth Domains (Ages 13 and older, not EFC-SIL)

Agency Tab:

- Agency: Stearns County Human Services Department
- Agency name: Stearns County Human Services Department
- County or tribe or agency: Stearns

Purpose: Foster care benefit level

Is there placement data to autofill? yes

Assessment Tab:

- Assessment: Youth Domains (Ages 13 and older, not EFC-SIL)

MAPCY – Setup Tab

Setup Document Scoring Properties Redaction Comments

No required fields needed to complete.

MAPCY: Youth Domains (Ages 13 and older, not EFC-SIL) Effective Date: 03/02/2018

Description: Youth Domains (Ages 13 and older, not EFC-SIL)

Status: Agency approved Complete Date: 03/19/2018 Agency Approval Date: 03/19/2018 Revision: 1

Extraordinary Levels

Document

Document: Youth Domains (Ages 13 and older, not EFC-SIL)

Agency

Agency: Stearns County Human Services Department

Agency name: Stearns County Human Services Department

County or tribe or agency: Stearns

Purpose: Foster care benefit level

Is there placement data to autofill? yes

Assessment

Assessment: Youth Domains (Ages 13 and older, not EFC-SIL)

Assessor

Assessor: Worker, Joshua

Full name: Joshua J Worker

Phone: (651) 431-4700

E-mail: joshua.worker@co.mn.us

- The MAPCY Setup tab is an important step in the process.
- Records important information that plays into the assessment: which tool, agency and placement information, etc.
 - Information feeds into Service Arrangements and Payments
- Should be completed from the top down, as fields & selection options change, depending on previously selections.

MAPCY – Setup Tab

Age Validation for Setup:

Template	Invalid for Age
Child	Over 13.25 years
Youth	Under 12.75 years
EFC-SIL	Under 17.75

Purpose of Assessment:

Foster care benefit level

- Initial permanency benefit level (NAA or NKA)
- Post permanency reassessment (NAA or NKA)
- Courtesy assessment for another agency or state
- Fair Hearing permanency benefit level
- Legally but not financially responsible agency

MAPCY – Setup Tab

Placement Information

Placements: 03/02/2018 - Present

Setting: Foster family home - relative

Caregiver 1: Faith Georgia

Caregiver 2: Matthew Georgia

Bus org - provider: Georgia, Faith

Placement WG program: A/G

Days in placement: 10

SSIS Bus Org #: 123876

Placement workgroup #: 123456

Caregiver 1 person #: 98765

Caregiver 2 person #: 87654

Continuous Placement

Continuous placements: 6/9/2017

Supervising agency: County social services

Caregiver address

Caregiver 1 address: Physical location

Formatted address: 9455 West 1st Ave.
St. Paul, MN 55014

- Ensure that the correct placement is selected if the child has been placed there before
 - Placement information pulls into:
 - Rating Report
 - Notice to Caregiver
 - Service Arrangement

MAPCY – Setup Tab

Placement Information

Placements: 08/17/2015 - Present

Setting: Foster home - corporate/shift staff

Caregiver 1:

Caregiver 2:

Bus org - provider: Name of Corporate site

Placement WG program: CMH

Days in placement: 389

SSIS Bus Org #:

Placement workgroup #:

Caregiver 1 person #:

Caregiver 2 person #:

Continuous Placement

Continuous placements: 8/17/2015

Supervising agency: County social services

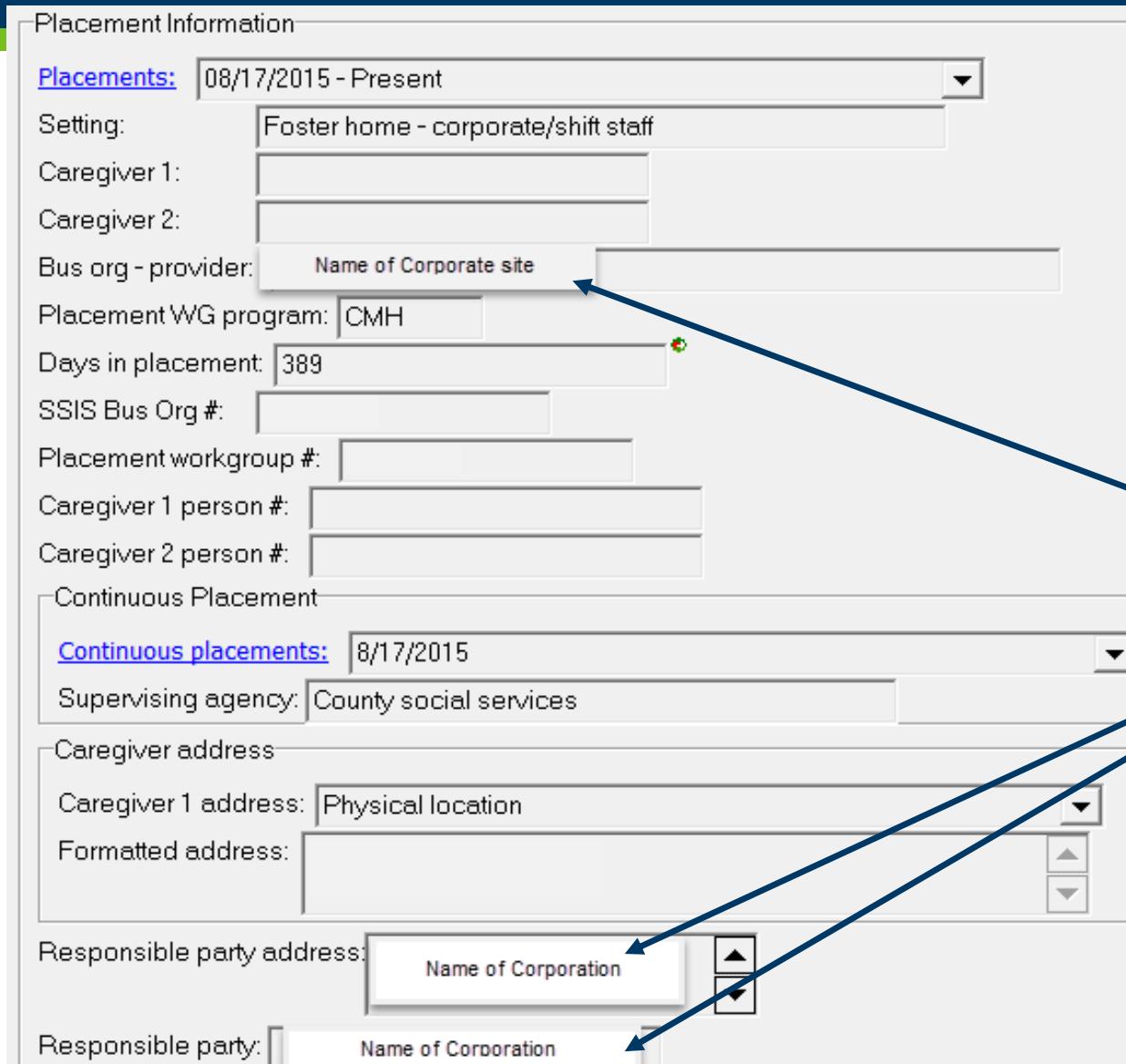
Caregiver address

Caregiver 1 address: Physical location

Formatted address:

Responsible party address:

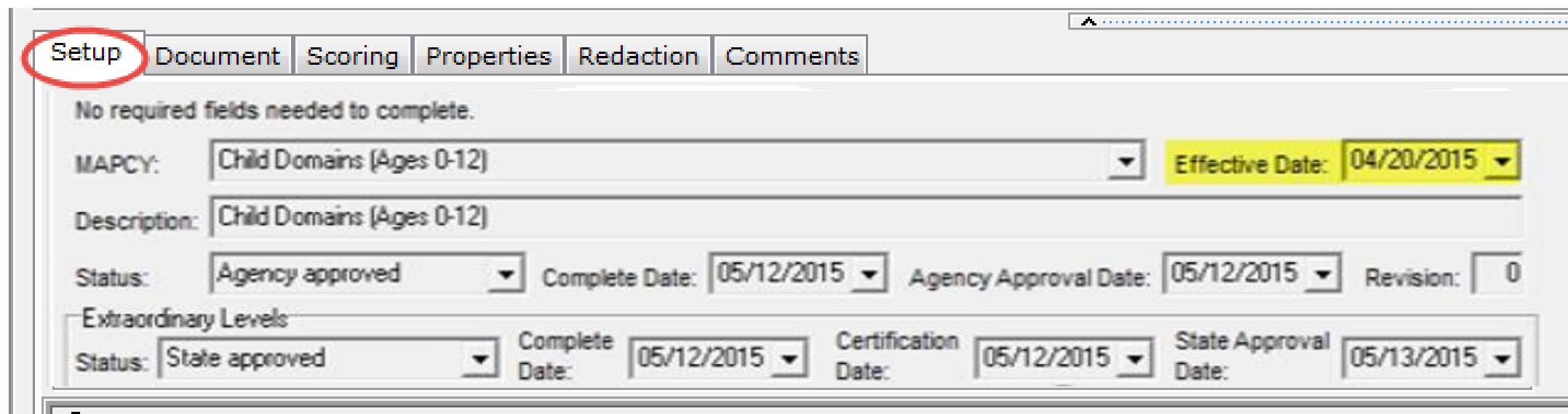
Responsible party: Name of Corporation



- Foster home – corporate/shift staff
 - Since they do not have a caregiver, Responsible Party is a text field
 - Name of corporation should be entered, not the county/tribal agency or the removal parent
 - Important to insure that notifications are sent to the corporate foster home (not the agency or parent)

MAPCY Setup Tab Initial MAPCY Assessment – Effective Date

- Effective date is typically the beginning of the placement
- SSIS sets the effective date according to business rules relating to Emergency Level D (do not try to override!)



The screenshot shows the 'Setup' tab of the MAPCY application. The 'Setup' tab is highlighted with a red circle. The interface includes tabs for Document, Scoring, Properties, Redaction, and Comments. A message 'No required fields needed to complete.' is displayed. The 'MAPCY' dropdown is set to 'Child Domains (Ages 0-12)'. The 'Effective Date' field is highlighted with a yellow box and contains the value '04/20/2015'. The 'Description' field is set to 'Child Domains (Ages 0-12)'. The 'Status' field is set to 'Agency approved'. The 'Complete Date' and 'Agency Approval Date' fields are both set to '05/12/2015'. The 'Revision' field is set to '0'. The 'Extraordinary Levels' section shows the 'Status' field set to 'State approved', the 'Complete Date' field set to '05/12/2015', the 'Certification Date' field set to '05/12/2015', and the 'State Approval Date' field set to '05/13/2015'.

MAPCY - Document Tab

Setup Document Scoring Properties Redaction Comments

Title Page

[Title Page](#)

A: Placement Experience

[Introduction](#)

[Child Needs](#)

[Parenting Care and Att...](#)

B: Dynamics in the Ca...

[Introduction](#)

[Child Needs](#)

[Parenting Care and Att...](#)

C: Supervision, Guida...

[Introduction](#)

[Child Needs](#)

[Parenting Care and Att...](#)

D: Mental Health, Phy...

[Introduction](#)

Child Needs

CHECK ONE:

a. Child usually follows the rules and expectations, accepts guidance and adjusts to new situations.

b. Child shows occasional challenging or difficult behaviors, but age appropriate at home and in the community.

c. Child's daily behaviors restrict (prevents) them from participating in age-appropriate activities in the home or in the community.

d. Child's daily behaviors severely limits their functioning and affects their safety and other's safety.

Explain if you selected a child needs rating of

E

- The domains are listed in the Documents tab
- Each domain in the Child/Youth MAPCY contains 3 sections
- Each domain in the EFC-SIL MAPCY contains 2 sections

MAPCY - Scoring

Provides a summary of the MAPCY domains, reflecting the calculation of the different benefit levels as determined by the MAPCY

Scoring

Domain	Needs Rating	Indicator Rating	Regular Points	Special Points	Total Points
A. Placement Experience	d	Extensive	11		11
B. Dynamics in the Caregiver's Home	d	Significant	6		6
C. Supervision, Guidance, & Structure	c	Extensive	11	7	18
D1. Mental Health	d				
D2. Physical Health	d	Exceptional	24	6	30
D3. Development	d				
E. Preserving Connections	b	Significant	3		3
F. Developing Identity	d	Exceptional	7	2	9
G. Education	c	Significant	3	3	6
			65	18	83

Score Starting Benefit Level: J

Child Care Level Increase: 0

Standard Benefit Level: J Status: Agency approved

Extraordinary Level Increase: 3 Status: State approved

Standard + Extraordinary: M

Current Approved Level: M

MAPCY – Properties Tab

Setup Document Scoring **Properties** Redaction Comments

MAPCY Properties

Description:	Youth Assessment #1		
SSIS Document #:	204974412		
Created Date:	7/16/2014 12:46:32 PM	Created By:	Shypulski, Cynthia
Complete Date:	07/22/2014	Assessed By:	Woessner, Wendy J
Agency Approval Date:	07/22/2014	Approved By:	Popovich, Anne
Last Edited Date:	7/21/2014 5:00:29 PM		
Last Changed Date:	7/22/2014 11:53:29 AM	Last Changed By:	Shypulski, Cynthia

Extraordinary Level Properties

Complete Date:	07/30/2014	Withdrawn Date:	
Agency Certification Date:	07/30/2014	Certified By:	Popo, Anne
Clarification Request Date:		Clarification Due Date:	
State Approval Date:	07/30/2014	State Approved By:	Approver, State
Last Changed Date:	7/30/2014 4:35:30 PM	Last Changed By:	Approver, State

Template Properties

Name:	Youth Domains (Ages 13 and older, not EFC-SIL)
Document Template #:	267999
Document Identification:	Field Test
Format:	>Youth Domains (Ages 13 and older, not EFC-SIL)
Description:	Online phase 3 field test

Provides
basic
information
about the
assessment

MAPCY – Redaction Tab

Setup	Document	Scoring	Properties	Redaction	Comments
Redaction Key		Redaction Document			
<input type="checkbox"/> Check All					
Active	Redaction Text	Original Text		RTF Tag	
<input type="checkbox"/>	Placement Information_Text Prompt				
<input type="checkbox"/>	Placement Information_SSIS Bus Org #	224300519			
<input type="checkbox"/>	Placement Information_Setting	Pre-adoptive home - relative			
<input type="checkbox"/>	Placement Information_Placement workgroup #	225974597			
<input type="checkbox"/>	Placement Information_Placement WG program	CW			
<input type="checkbox"/>	Placement Information_Memo Prompt				
<input type="checkbox"/>	Placement Information_Days in placement	36			
<input type="checkbox"/>	Placement Information_Caregiver 2 person #				
<input type="checkbox"/>	Placement Information_Caregiver 2				
<input type="checkbox"/>	Placement Information_Caregiver 1 person #	224300539			
<input type="checkbox"/>	Placement Information_Caregiver 1	PajDaj Orange			
<input type="checkbox"/>	Placement Information_Bus org - provider	Orange, PajDaj			
<input type="checkbox"/>	Continuous Placement_Supervising agency	County social services			
<input type="checkbox"/>	Child or Youth_Race information	Caucasian			
<input type="checkbox"/>	Child or Youth_Qualifies under ICWA	Yes			
<input type="checkbox"/>	Child or Youth_Name	Berry Brittany Alabama			
<input type="checkbox"/>	Child or Youth_Most recent DOC				
<input type="checkbox"/>	Child or Youth_Hispanic heritage	No			
<input type="checkbox"/>	Child or Youth_Gender	Female			
<input type="checkbox"/>	Child or Youth_Actual or estimated date of birth	05/28/2003			
<input type="checkbox"/>	Child or Youth_Actual or estimated age	12 years			

Displays the document with the merge fields replaced. The document is not editable. Can be printed to show the redacted text in place of the merge fields.

MAPCY – Comments Tab

Setup	Document	Scoring	Properties	Redaction	Comments
Date Entered	Author	Comment			Type
07/30/2014 4:35 PM	Approver, State	Status changed to "State approved" with comments: "Approved Extraordinary Levels."			Extraordinary Levels
07/30/2014 4:34 PM	Popo, Anne	Status changed to "Pending state approval" with comments: "Sending for state approval."			Extraordinary Levels
07/30/2014 4:33 PM	Popovich, Anne	Status changed to "Pending agency certification" with comments: "Resending for approval."			Extraordinary Levels
07/30/2014 4:33 PM	Popovich, Anne	Status changed to "Draft" with comments: "Resending for approval."			Extraordinary Levels
07/23/2014 3:06 PM	Holte, Dee	Status changed to "Clarification needed" with comments: "test of state approval and request for clarification, role does not have state approver."			Extraordinary Levels
07/22/2014 3:52 PM	Popovich, Anne	Status changed to "Pending state approval" with comments: "Testing, Testing, 1..2..3...Testing"			Extraordinary Levels
07/22/2014 11:54 AM	Shypulski, Cynthia	Status changed to "Pending agency certification" with comments: "Anne- will you please review George and the request for EL?"			Extraordinary Levels
07/22/2014 11:19 AM	Shypulski, Cynthia	Sent to Anne for Approval!			Standard MAPCY
07/22/2014 11:17 AM	Shypulski, Cynthia	MAPCY for George. Met with both foster parents, both parents, GAL, and tribal social worker on 7/18 to discuss this and go over OHPP.			Standard MAPCY

Note: When using the Comments tab, neither an alert or a reminder is created when a comment is added.

Extraordinary Levels

- The Extraordinary Levels are designed for:
 - Highest needs children particularly in the areas of mental health, physical health and developmental needs
 - Caregiver is providing intense supervision and parenting care to fill a gap that is not covered by other services
 - Provides a mechanism through which up to five levels can be added to the supplemental difficulty of care for an eligible child
- Exemptions
 - Parenting foster youth living with their children in a family foster home.
 - EFC-SILS (Brass Code 188)

- 3 Entry Tests
 - Standard MAPCY score 62 or greater
 - Highest needs identified in Domain D: mental health, physical health and developmental needs
 - Caregiver is providing intense supervision and parenting care (Captured in Domain C)

If the entry test are met, SSIS will guide the assessor through the Certifying Tests

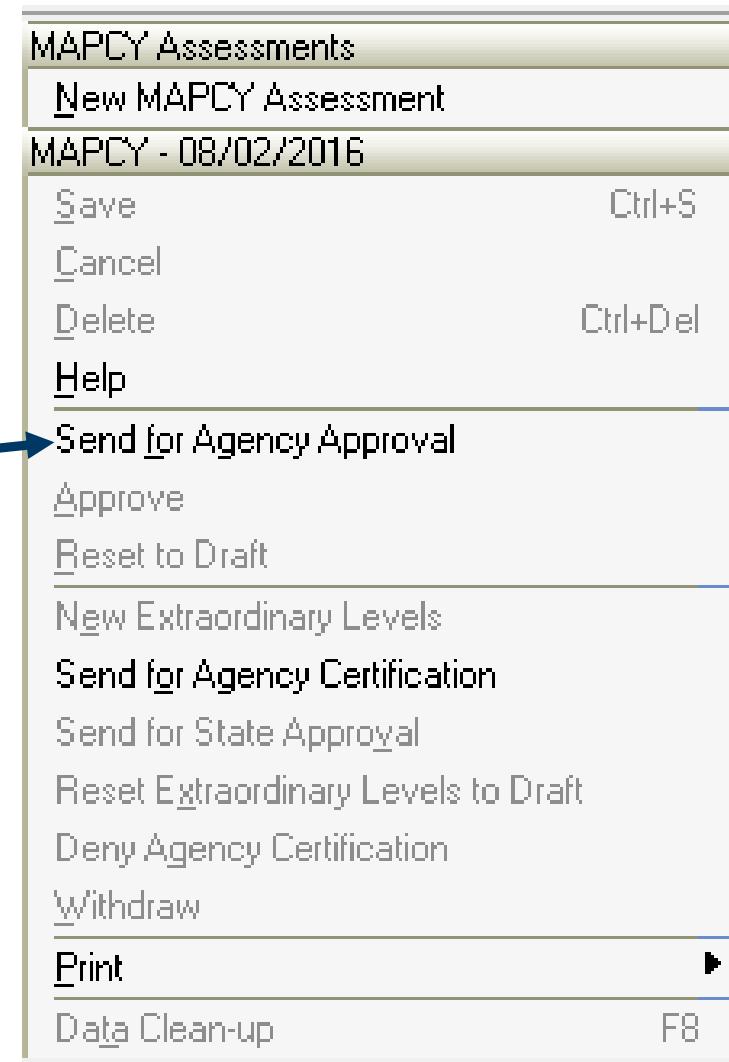
Extraordinary Levels – How it's Done – 2 step process

Once the assessor completes the MAPCY and explores the Extraordinary Levels, they must do two things:

1. For the MAPCY:

From the Action Menu select **Send for Agency Approval**

(Approver will either approve the MAPCY or Reset to Draft)

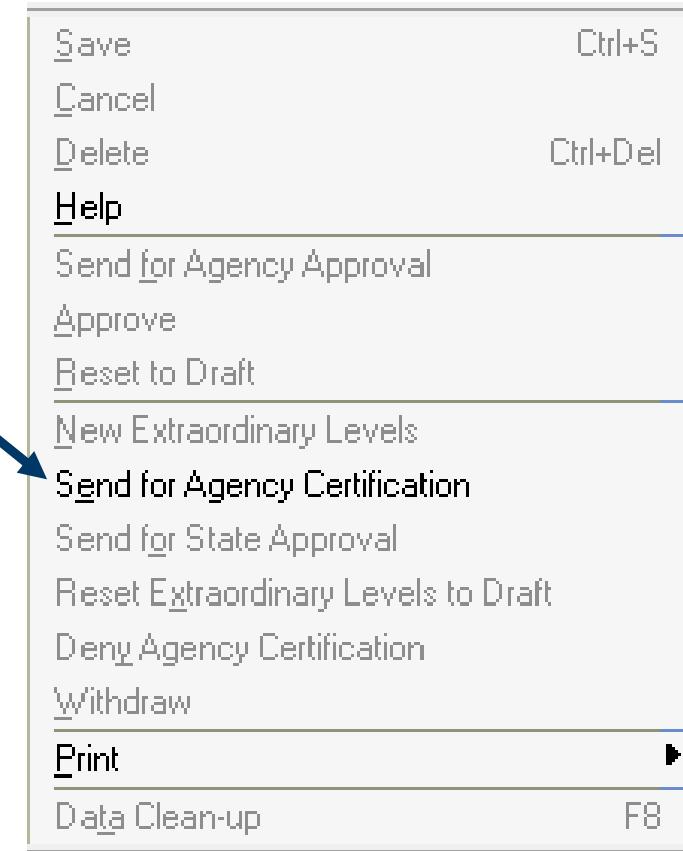


Extraordinary Levels – How it's Done – 2 step process

2. For the Extraordinary Level:

From the Action menu select **Send for Agency Certification**

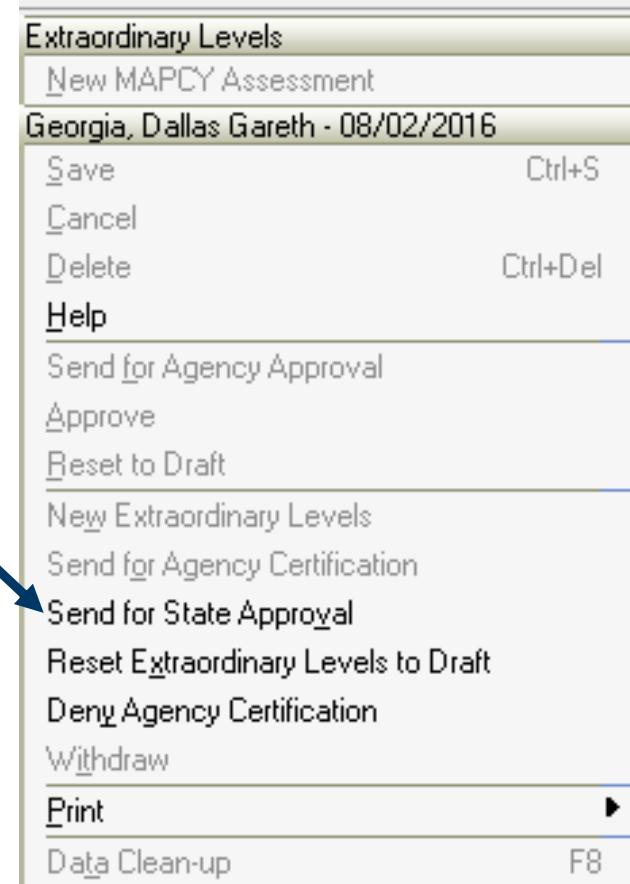
(Approver will send for State Approval,
Reset to Draft or Deny agency
Certification)



Extraordinary Levels – How it's Done

The Agency Approver reviews the Extraordinary Level request:

- If appropriate, selects **Send for State Approval** from the Action menu
 - The MAPCY must be Agency Approved before the Extraordinary Level can be sent for state approval
 - Once the Extraordinary Level request is sent for State Approval, it falls off the Approval Log
 - Payment can be made off the approved MAPCY while the Extraordinary Levels is being completed



Extraordinary Levels – How it's Done – Draft Status

Ensure that the Extraordinary Level has a final status and is not left in “Draft” status.

Final Statuses:

- Not Eligible:
 - Within the Certifying Tests, answering “No” to the following questions:
 - Does the child currently reside with the caregiver?
 - Does the assessor certify that if this child was not placed with this particular caregiver, the child would be in a residential facility, another type of residential or correctional program or hospitalization?
- Deny Agency Certification
- Withdraw after submission to DHS
- Approved
- Denied

Extraordinary Levels – How it's Done

DHS staff reviews the request within 15 days and will either:

- Approve
- Deny
- Request Clarification
 - Once Clarification is requested, the agency has 30 days to reply
 - If clarification is not sent, the request will auto-deny

NOTE: DHS is responsible for sending notices for all Extraordinary Level approvals or denials (if “withdrawn” the agency must send out notice)

Extraordinary Levels Log

Searches/Log Menu

- Log includes Extraordinary Level requests:
 - Clarification Needed with status of “Draft”
 - Pending Agency Certification
 - Also shows in Extraordinary Levels Approval Log
 - Clarification Needed



Scoring and Benefits

- There's no “magic formula” that determines a child's MAPCY score
- Scoring is done automatically by SSIS
 - Provides a consistent scoring process throughout the state.

- Points to Benefit Level to Payment
 - SSIS adds up all Domains (except for Domain H - Child Care), including any Special Points, to get the total MAPCY points
 - The total points are translated into a ***Starting Benefit Level*** (Levels B-L)
 - Any Child Care increase will be added to the Starting Benefit Level to make up the ***Standard Benefit Level***
 - Extraordinary Levels are then added to the Standard Benefit Level and once approved, determines the ***Standard + Extraordinary/Current Approved Level*** (can increase the level up to Q)
 - The final benefit level determines the monthly payment (***Current Approved Level***)

- Payment is based solely on MAPCY (Supplemental) + Basic Per Diem
 - SSIS programming does not allow an assessor or approver to override the benefit level

Benefit Levels

- Basic Rates (effective 7/1/20 – 6/30/21)
 - 0-5: \$689
 - 6-12: \$816
 - 13-21: \$964
- Supplemental MAPCY Benefit Levels
 - Approval at local agency (\$109/level eff. 7/1/20)
- Extraordinary Levels
 - Extraordinary Level increase can add up to five additional levels from the standard benefit level

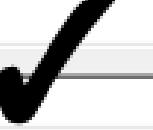
Supplemental (MAPCY) Level	Monthly Supplemental Rate
Level B	\$ 0
Level C	\$109
Level D	\$218
Level E	\$327
Level F	\$436
Level G	\$545
Level H	\$654
Level I	\$763
Level J	\$872
Level K	\$981
Level L	\$1090
Level M	\$1199
Level N	\$1308
Level O	\$1417
Level P	\$1526
Level Q	\$1635

Service Arrangements & Payments

5 Key Fields for Foster Care Service Arrangements and Payments:

- Service Start Date
- Service End Date
- Client
- Service Vendor
- Service
 - 180 – Treatment Foster Care
 - 181 – Child Family Foster Care
 - 188 – Supervised Independent Living

Service Arrangements & Payments

Payment	Comments		
Payment type:	Payment request	Payment status:	Draft
Service arrangement:	<input type="text"/>	Service arrangement #:	<input type="text"/>
Service start date:	<input type="text"/> 	Service end date:	<input type="text"/> 
Client name:	<input type="text"/> 	SSIS person #:	<input type="text"/>
Workgroup:	<input type="text"/>		
Business organizations / vendors			
Name:	<input type="text"/>	County vendor #:	<input type="text"/>
Service vendor:	<input type="text"/> 	SSIS bus. org. #:	<input type="text"/>
Payee vendor:	<input type="text"/>	<input type="text"/>	<input type="text"/>
License #:	<input type="text"/>	M-E sub code:	<input type="text"/>
Programs and services			
Program:	<input type="text"/> 		
Service:	<input type="text"/>		

Service Arrangements & Payments

- A valid Placement is required
 - Service vendor must match Placement provider on Placement
- An Approved MAPCY is required to pay Supplemental per diem
 - Not required if placement is less than 30 days
 - Service vendor must match Provider selected on MAPCY Assessment
- If no MAPCY exists, or the MAPCY is not approved, Payments are based on the Emergency Rate for Foster Care
 - If no Approved MAPCY exists - Basic or Level D defaults
 - If waiting on Extraordinary Level approval from State, the Agency Approved MAPCY level defaults

Move to Another Placement – New MAPCY

- A new MAPCY must be completed when a child in foster care has a change of placement
 - Each MAPCY is unique to a particular child in a particular placement with a particular caregiver
- End the current Service Arrangement when the Placement ends and create a new Service Arrangement for the new Foster Home once the MAPCY Assessment is approved



Additional Things to Know

Reassessments

- Must be completed within 30 days of the following events:
 - For a child in foster care, change of placement location (*would be considered an initial assessment for the new placement*);
 - For a child in foster care, 6 months since the initial assessment, and annually thereafter (based on effective date);
 - For a child in foster care, at the request of the financially or legally responsible agency;
 - At the request of the commissioner; or
 - At the request of the caregiver
 - Needs to be in writing (agency has to complete within 30 days of receipt of the caregiver's request)
 - If less than 6 months, written documentation provided that there has been significant changes

See: M.S. § 256N.24, subd. 9

MAPCY Reassessment Dates

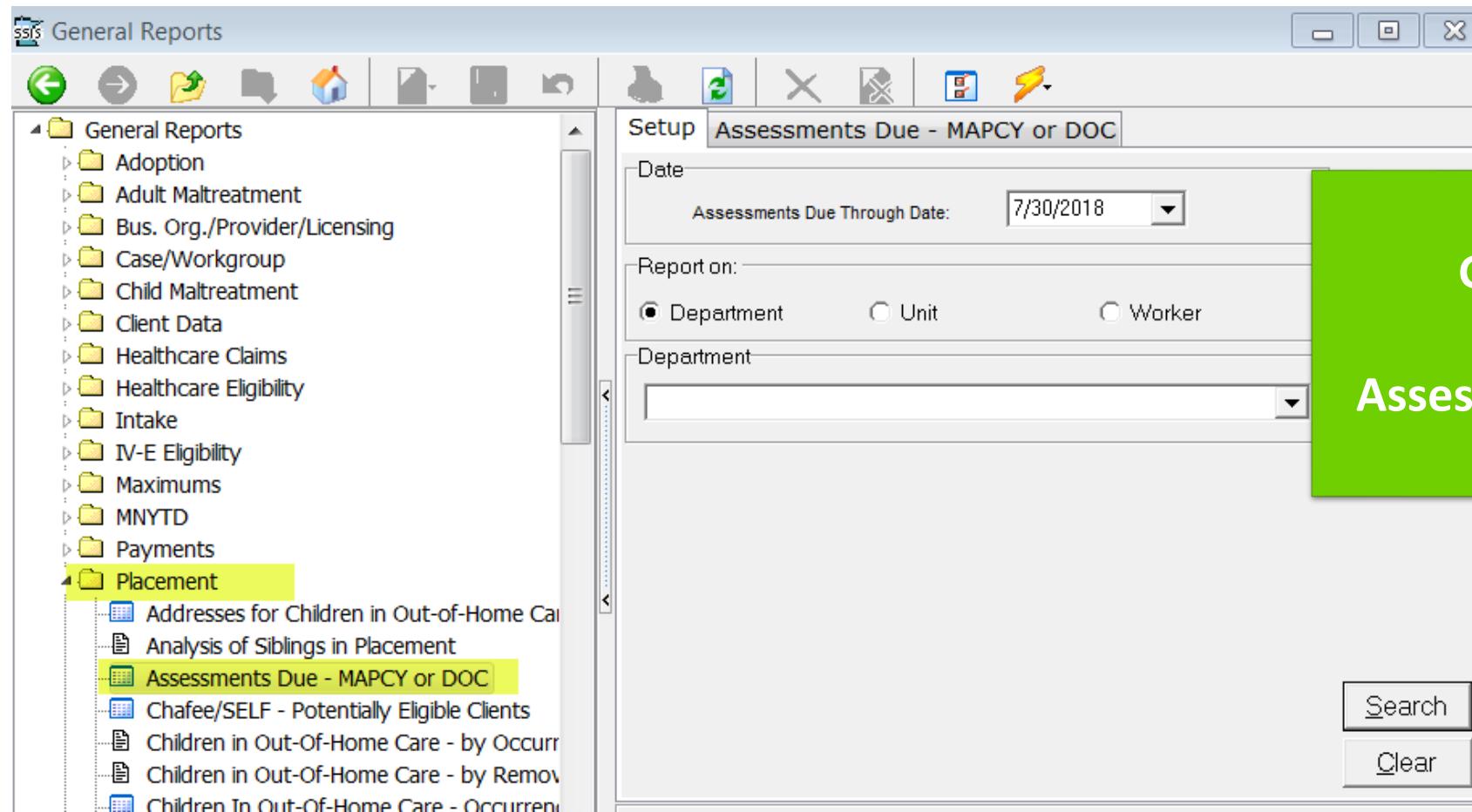
- Due date calculation for MAPCY reassessments:
 - Initial MAPCY is based on the placement date
 - Next MAPCY reassessment is calculated based on the effective date of the previous MAPCY (6 month or 1 year)
 - Due dates for all reassessments are set to the beginning of a month. If the due date already lands on the 1st of a month, it will not be changed. Otherwise, it will be the 1st of the following month

Reassessments

- Recommended Effective Date:
 - 1st of the month for any MAPCY completed after the initial assessment
 - Makes it easier for Fiscal when making payments for the child in placement

Reassessments

- Assessments Due
 - General Report in SSIS helps track when assessment/reassessments are due



Tools>
General Reports>
Placement>
Assessments Due – MAPCY
or DOC

- Can a MAPCY be “un-approved?”
 - No – a Revised MAPCY may be the best way to fix the issue
- Can I delete a MAPCY?
 - If it is in draft status, yes – it can be deleted
 - As general practice, we do not support deleting approved MAPCYs and will not if a payment has been made off the approved MAPCY
 - Possible for the Helpdesk to set it back to draft so any errors can be corrected
- Do I need to do a MAPCY if the child is there less than 30 days?
 - No, if it's within the first 30 days of the continuous placement, the child will receive the Emergency Level D; if it's past then, the system will default to Level B without an approved MAPCY

- REVISE MAPCY
 - Keeps the same information, yet allows assessor to change needs/indicators
 - Useful when you accidentally selected the wrong placement
 - Useful when there is an appeal
 - Useful when SSIS templates change
 - ***Keeps the same effective date – cannot change***

Revise MAPCY Fiscal Impacts

Complete a Revised MAPCY if you do not want to change the effective date

- If the MAPCY level increases:
 - A new Service Arrangement must be created for any service dates not already paid
 - A new Service Arrangement and/or Payments must be made for MAPCY adjustments (Special Cost Code 19)
- If the MAPCY level decreases:
 - A new Service Arrangement must be created for any service dates not already paid
 - Any payments made to the provider will need to be split in order to claim to Northstar
- If the MAPCY level remains the same:
 - No changes are necessary to Service Arrangements and Payments

- COPY MAPCY
 - Keeps the same information, yet allows assessor to change needs/indicators
 - Useful when completing a reassessment
 - Useful when a child changes placements
 - Useful when SSIS templates change
 - ***Must have a different effective date***

Copy MAPCY Fiscal Impacts

Copy a MAPCY if you want the effective date to change:

- If the MAPCY level increases:
 - A new Service Arrangement must be created for any service dates not already paid
 - Any Payments made where the service dates include the new effective date may need additional MAPCY adjustment payments (Special Cost Code 19)
- If the MAPCY level decreases:
 - A new Service Arrangement must be created
 - Any Payments made where the service dates include the new effective date need to be split in order to claim to Northstar
- If the MAPCY level remains the same but the effective date is not the 1st of the month:
 - A new Service Arrangement must be created for any service dates not already paid
 - Any Payments made where the service dates include the new effective date need to be split in order to claim to Northstar

Post-Permanency Reassessments

- Family or county contacts DHS Adoption/Kinship worker to request a reassessment
 - Must be 6 months since the last assessment
 - Must be in writing from the family
- DHS locates the child in SSIS-DHS and initiates a reassessment to the county of financial responsibility
- County manages the log for new requests
 - Log in SSIS-Worker that allows agency to view pending reassessments (Searches/Logs – Post Permanency Reassessment Log)
- Request to county will include both the pre-adoptive and post-adoptive names and SWNDX numbers and current MAPCY level

Post-Permanency Reassessments

- Financially responsible agency conducts person search on post adoptive/post kinship child/youth
 - If child/youth does not exist in the county, the county worker creates a new person record for the post adoptive/kinship identity and clears to the county and SWNDX.
- SSIS-Worker allows the completion of a new MAPCY and compares the results of the original MAPCY
 - In the MAPCY Setup Tab, the purpose is “Post Permanency Reassessment (NAA or NKA)”
 - Notifications within SSIS-Worker to notify adoptive parent/relative custodian if MAPCY results are the same or lower

Post-Permanency Reassessments

- If a higher benefit level is determined and approved, SSIS-Worker automatically sends a notification with the proposed benefit level increase to SSIS-DHS
 - Financially responsible agency must send a copy of the MAPCY Rating Report to the DHS Adoption Assistance worker.
 - DHS reviews the MAPCY Rating Report
 - DHS creates and sends out an amendment to the adoption/kinship benefit agreement to the family for signature.
 - Once signed and returned, DHS signs the amendment, sets up new payment and issues back payment if necessary.
 - New rates goes into effect the date DHS Adoption Assistance signs the amendment.

Post-Permanency Reassessments

- Post Permanency Reassessment
 - Montana-Utah, Conrad - 07/1
 - Missouri, Clayton - 08/03/201
 - Michigan, Elsie - 08/03/2015
 - Texas, Annadale - 08/28/201
 - Minnesota, Edina - 08/28/201
 - California, Beverly - 08/31/20
 - California, Chula - 09/02/2015
 - Montana, Chester - 09/02/20
 - Montana-Utah, Conrad - 09/0
 - Indiana-Orange, Elkhart - 03/
 - Montana-Utah, Virginia - 03/0
 - California Wyoming, Baldwin -
 - Indiana-Orange, Elkhart - 04/
 - California, Atascadero - 04/28
 - Colorado, Broomfield - 07/29/
 - Colorado, Creede - 07/29/201
 - Texas, Annadale - 08/01/201
 - Texas, Crystal - 08/01/2016
 - Georgia, Duluth - 08/02/2016
 - Georgia, Conyers - 08/04/201
 - Chinaberry, Morrie - 08/09/201
 - Test, Test - 08/09/2016
 - Colorado, Carbondale - 08/15
 - Colorado, Campo - 08/15/201
 - Utah, Darby - 08/15/2016
 - Indiana-Orange, Elkhart - 08/
 - Colorado, Buena - 08/17/2016
 - California, Atwater - 08/18/2016
 - Montana-Utah, Denton - 08/1
 - Texas, Hamilton - 08/18/2016
 - California, Auburn - 08/25/2016
 - Colorado, Castle - 08/25/2016
 - Colorado, Craig - 08/25/2016

Name	Current SWNDX #	Current Benefit Level	Status	Status Change Date	Proposed Level Age 0-6	Proposed Level Age 7-12	Proposed Level Age 13+
California, Atwater - 08/18/2016	37300785	G	MAPCY Completed	08/22/2016	L	L	L
Colorado, Castle - 08/25/2016	37298150	G	MAPCY Completed	08/25/2016	I	I	I
California, Atascadero - 04/28/2016	37300789	C	MAPCY Completed	04/28/2016	H	I	I
Indiana-Orange, Elkhart - 08/16/2016	37342382	B	MAPCY Completed	08/25/2016	H	H	H
Colorado, Craig - 08/25/2016	37308434	E	MAPCY Completed	08/25/2016	H	H	I
California, Beverly - 08/31/2015	37280261	D	MAPCY Completed	09/01/2015	G	G	G

Reassessment Information

County: Aitkin

Status: MAPCY Completed

Status Change Date: 08/22/2016

Create Date: 08/18/2016

SSIS Doc ID: 230455811

Proposed Benefit Level: L

Proposed Level Age 0-6: J

Proposed Level Age 7-12: J

Proposed Level Age 13+: L

Domain H – Child Care

- Child care needed for when caregiver works outside the home or is enrolled in a training or educational program
- Ratings are based on an average of the child care needed throughout the calendar year.

Need	Hours	Level Increase 0-6 year old	Level Increase 7- 13 year old
a	<10 hrs/wk	0	0
b	10-19 hrs/wk (or needed for summer only)	1	0
c	20-29 hrs/wk	2	1
d	30-39 hrs/wk	3	1
e	40+ hrs/wk	4	2

Foster Care and Waivered Services

1 – Establish foster care maintenance rate with:

- Basic rate
- Supplemental rate (MAPCY)

2 – Establish MA Waiver Services Rate (RMS)

3 – Subtract Supplemental rate (determined by the MAPCY) from RMS calculated amount

4 – Use manual banding option in RMS to enter the calculated amount in the non-framework section of RMS

Refer to the SSIS update #429 for joint policy and SSIS fiscal article on how to enter Service Arrangements and Payments for Waiver kids in a Northstar Placement

MAPCY Search

- MAPCY Search (Searches/Logs menu)

The screenshot shows the MAPCY Search interface. On the left, a sidebar lists optional columns: Agency Approver, Assessor, Caregiver 1, Caregiver 2, Complete Date, Placement #, Placement Setting, Placement Start Date, Purpose, Revision, SSIS Bus Org #, SSIS Document #, and SSIS Person #. A callout from the 'Optional columns' sidebar points to the 'Effective Date' dropdown in the Date Filters section of the main search form. The Date Filters dropdown menu is open, showing options: Effective Date, Agency Approval Date, Complete Date, Effective Date (selected), and Placement Start Date. A callout from the 'Effective Date' option in the dropdown points to a blue callout box at the bottom right of the interface. The callout box contains the text: 'Default filter includes MAPCY assessments with effective date in the past 30 days'. The main search form includes fields for Searches, Max results (500), and Search on open. It also features Child/Youth Filters, Date Filters, Bus Org/Provider Filters, Placement Setting, Assessor, and various status and score filters. The results table shows two entries for 'Tribanni, Joey' with 'Hannah's Happy Foster Care' as the Bus Org/Provider, 'Effective Date' as '03/01/2016' and '02/03/2015' respectively, and 'Status' as 'Agency approved'. The results table has columns: Child/Youth, Bus Org/Provider, Effective Date, Status, Standard Benefit Level, Score, Agency Approval Date, Ex Level Status, Standard + Extraordinary, and Current Approved Level.

Child/Youth	Bus Org/Provider	Effective Date	Status	Standard Benefit Level	Score	Agency Approval Date	Ex Level Status	Standard + Extraordinary	Current Approved Level
Tribanni, Joey	Hannah's Happy Foster Care	03/01/2016	Agency approved	G	63	06/13/2016			G
Tribanni, Joey	Hannah's Happy Foster Care	02/03/2015	Agency approved	G	63	02/14/2015			G

Optional columns

- Agency Approver
- Assessor
- Caregiver 1
- Caregiver 2
- Complete Date
- Placement #
- Placement Setting
- Placement Start Date
- Purpose
- Revision
- SSIS Bus Org #
- SSIS Document #
- SSIS Person #

Default filter includes MAPCY assessments with effective date in the past 30 days

MAPCY Search

- MAPCY Search (Searches/Logs menu)

- ❖ Use the MAPCY Search to research if Service Dates on Service Arrangements or Payments overlap MAPCY Effective Dates

The screenshot shows the 'Service Arrangement Searches' section of the software. A table lists service vendor information for 'Hannah's Happy Foster Care' with two entries for client 'Tribianni, Joey'. Below the table is a 'Service Arrangement' tab showing details for a specific arrangement. The 'Start date' is set to '1/1/2016' and the 'End date' is set to '6/30/2016'. A tooltip message is displayed: 'An "Agency approved" MAPCY exists with an "Effective Date" (03/01/2016). The "End Date" (06/30/2016) must be before 03/01/2016.'

The screenshot shows the 'MAPCY Search' section. A table lists MAPCY entries for 'Tribianni, Joey'. The first entry is 'Tribianni, Joey - 03/01/2016' and the second is 'Tribianni, Joey - 02/03/2015'. The table includes columns for Child/Youth, Bus Org/Provider, Effective Date, Status, Standard Benefit Level, Score, Agency Approval Date, Ex Level Status, Standard + Extraordinary, and Current Approved Level. The 'Effective Date' for the first entry is '03/01/2016' and for the second is '02/03/2015'. Below the table is a 'Setup' tab with fields for 'MAPCY' (set to 'Child Domain (Ages 0-12)'), 'Effective Date' (set to '03/01/2016'), 'Description' (set to 'Child Domain (Ages 0-12)'), 'Status' (set to 'Agency approved'), 'Complete Date' (set to '06/13/2016'), 'Agency Approval Date' (set to '06/13/2016'), and 'Revision' (set to '0'). A note at the bottom states 'No required fields needed to complete.'



Questions?

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