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The Foster Care Subsidized Adoption (FCSA) Eligibility Unit has 16 employees that specialize in:

- Foster care eligibility determination and payment authorization for children in foster care. (8 employees)
- Subsidized Adoption negotiation and payment authorization for families and children eligible to receive a subsidy payment. (3 employees)
- Medical Assistance child only case openings and maintenance for qualified children in: (3 employees)
 - foster care (in state, tribal and through ICPC – Interstate Compact on the Placement of Children)
 - a subsidized placement (in state or through ICAMA-Interstate Compact on Adoption and Medical Assistance) .
 - URM – Unaccompanied Refugee Minor program.
- Title IV-E Prevention Services eligibility for children at risk of out of home placement. (2 employees)

The unit is paperless and allows partnering agencies a single point of contact. The unit provides consistency in eligibility determination, case reviews, and timely payment authorization.

As of November 1, 2024, there were 1176 children in foster care and 2116 children receiving a subsidy payment.

Tribal Connection

North Dakota currently has Title IV-E Tribal agreements with MHA Nation (Three Affiliated Tribes), Standing Rock Nation, Turtle Mountain Band of Chippewa, and Spirit Lake Nation. Monthly video conferences are held with agency case managers, office staff, and unit staff to review the status of open foster care, subadopt and

Medicaid cases; review policy and procedures; and identify training needs.

Payments

Foster care and adoption subsidy payments are authorized monthly through a standard check write. Foster care irregular payments and non-recurring payments are manually authorized through a weekly supplemental check write. Subsidy payments will auto batch generate after the initial payment has been set up and manually authorized. Changes to placement dates, court order dates, or foster care provider licenses may result in a payment error. Unit staff are trained to identify when a payment error has occurred. The eligibility worker will take the appropriate steps to notify the payee and agency and implement recoupment efforts or authorize underpayments as soon as the payment error is identified.

Quality Assurance

Case reviews are completed regularly to ensure eligibility determinations and payments meet the state and federal guidelines. Reviews are completed:

- Monthly by the lead workers. Two randomly selected new foster care cases from each eligibility worker are reviewed.
- Semi-annual peer review by unit workers. Approximately 60 open/closed random sample cases covering a six-month period under review.
- State Auditor’s Office Review. Approximately 30 cases are reviewed every 2 years
- Title IV-E Federal Review. Completed every three years if in compliance (80 cases less than 5 errors) or annually if not in compliance (150 cases). The last review was in April 2024 and North Dakota was in compliance, therefore will not be subject to another Title IV-E Federal Review unit 2027.