



Wright County
Health & Human Services
Policy and Procedures

Category:	4000 Finance	Serial No:	4000.11.01
Division(s):	<input checked="" type="checkbox"/> FA <input checked="" type="checkbox"/> FTS <input checked="" type="checkbox"/> PH <input checked="" type="checkbox"/> SS	Created:	March 27, 2018
Effective:	October 2, 2019	Revised:	October 14, 2020
Approver(s):	<input checked="" type="checkbox"/> JGS <input checked="" type="checkbox"/> CP <input checked="" type="checkbox"/> KJ <input checked="" type="checkbox"/> MM <input checked="" type="checkbox"/> SG <input checked="" type="checkbox"/> JP	Expiration:	October 15, 2022

OUT OF HOME PLACEMENT FEES

Policy

Wright County Health & Human Services (WCHHS) serves families with children under the age of 18 who may be placed with kin or in a licensed foster care home or facility. In these instances, the parent(s) may be subject to a fee.

Procedure

A. Child Income

1. The child's income and resources attributable to the child(ren) will be remitted to WCHHS to be applied to the cost of their care for the time WCHHS is paying for the cost of care, examination, or treatment of the child(ren). Income and resources attributable to the child include, but are not limited to:
 - a. Social Security benefits
 - b. Supplemental Security Income (SSI)
 - c. Veterans' benefits
 - d. Railroad retirement benefits
 - e. Child support
 - f. Adoption assistance and kinship assistance
2. Child support being paid for the child in placement by the non-custodial parent may be assigned to WCHHS. Unless the child support is redirected to WCHHS, support received by the custodial parent while the child is in out-of-home placement, will be reimbursed by the custodial parent to WCHHS.
3. Social Security benefits being paid for the child in placement may be assigned to WCHHS. Social Security benefits received by the parent while the child is in out-of-home placement will be billed to the parent.
4. If the child resides in a non-secure group residential facility licensed by Rule 5, Rule 8, or a facility licensed by the Department of Corrections, and the child's income is being redirected to our agency, WCHHS shall be required to pay the child the personal needs allowance as established in MN Statute 256B.35
5. Child income will be prorated for partial months of placement.
6. The amount of the child(ren)'s income collected by WCHHS will not exceed the cost of service

B. Parental Fee

1. Parental fees are based on many factors including current federal poverty level, the family's adjusted gross household income and the number of persons occupying the housing unit
 - a. The child in out-of-home placement is not considered a member of the household
 - b. Adjusted gross household income is the total annual income before taxes from all sources for all household members
2. The parental fee is in addition to any child(ren) income. No fee will be charged to persons or families whose adjusted gross income is below federal poverty level.

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3. Parent(s) receiving MFIP-Cash Assistance, GA, or MSA **will not** be charged a parental fee. Parent(s) receiving MFIP-Food, SNAP, or Medical Assistance may be charged a parental fee if household income exceeds the federal poverty level. The County Board approved Fee Schedule will be used in determining the parental fee. If there is not a current child support order, both parents will have their parental fee determined.
 - a. Once the parental fee is calculated, the parents may request an extension of the assessed amount if it creates a financial hardship on the family
 - b. The monthly payment amount may be approved at the discretion of the staff determining the fee amount
 - c. The Agency has the option of refusing extended payments
4. The assessed monthly fee will remain in effect each month the child(ren) is/are in a WCHHS funded placement. For partial months of placement, either the full parental fee or the full cost of services will be charged, whichever is less
5. The parent is responsible for medical and dental insurance. Failure to provide WCHHS with insurance billing information will result in the parent being responsible for all medical or dental bills incurred by WCHHS for the child in placement
6. The parent must apply for Medical Assistance (MA) for the child in placement to cover any medical or dental bills not covered by private insurance
7. In addition to the parental fee, the parent is responsible for necessary clothing, transportation for home visits, any medical costs that are not covered by Medical Assistance (MA), and the cost of child care services
8. The parent is responsible for notifying the Fiscal collection staff of any changes in income or address within ten (10) days of the changes
9. The parent is responsible for submitting a copy of the latest Federal Income Tax return along with verification of all earned/unearned household income to the collection officer on an annual basis while the child remains in out-of-home placement
10. The parental fee combined with WCHHS portion of the child income will not exceed the cost of out-of-home placement services
11. If the responsible parent does not provide enough information to determine household size and adjusted gross household income, it is presumed that the adjusted gross household income is above the federal poverty level
12. WCHHS may use revenue recapture (MN State tax collection) to collect amounts owed by the parent
13. WCHHS may add a collection charge on any account balance that is over 90 days overdue

C. Appeal Procedures

1. A client may appeal to WCHHS if they believe the fee should be modified for special or unusual circumstances
 - a. The appeal must be in writing, stating the reasons the modification should be granted and requesting a review hearing
 - b. The collection officer will notify the parent of the date and time of the review hearing. The parent has the option of attending the review hearing. A panel of three (3) supervisors and/or managers will review the request

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- c. If the appeal is denied, the parent may appeal to the Minnesota Department of Human Services as permitted by Statute or Department of Human Services Rule

Legal Authority

MN Statutes [252.27](#), [393.12](#), [260B.331](#), [260C.331](#) and [256B.35](#), MN Statute [373.41](#), MN Statute [270A.03](#)

Links and Appendices

[WCHHS Fee Policy](#)

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