	Department of Human Resources 311 W. Saratoga St. Baltimore, MD. 21201-3521	FIA ACTION TRANSMITTAL
Issuance Date: MAY 2, 1997		Effective Date: UPON RECEIPT
		Control Number: FIA/OPA # 97-84

TO: DIRECTORS, LOCAL DEPARTMENTS OF SOCIAL SERVICES
DEPUTY/ASSISTANT DIRECTORS FOR FAMILY INVESTMENT
FAMILY INVESTMENT SUPERVISORS

FROM: KEVIN MAHON, EXECUTIVE DIRECTOR, FIA

RE: ADOPTION SUBSIDY PAYMENTS

PROGRAM AFFECTED: TEMPORARY CASH ASSISTANCE

ORIGINATING OFFICE: OPA/DIVISION OF PROGRAM POLICY AND
REGULATION

BACKGROUND:
Adoption subsidy payments are made on behalf of adopted children who have special needs.
There have been occasions where the adoptive parent needed to file for assistance for themselves
and remaining family members. The regulation for Temporary Cash Assistance (TCA) does not
specifically mention adoption subsidy payments.

OLD POLICY:
The Aid to Families with Dependent Children (AFDC) program considered adoption subsidy
payments to be similar to Supplemental Security Income (SSI) payments and excluded both the
payment and the child from the assistance unit. If otherwise eligible, the caretaker relative and the
remaining family members could receive cash assistance. In cases where the only dependent child
is a recipient of the adoption subsidy, the needy caretaker is a one person unit.

NEW POLICY:
Handle adoption subsidy payments the same as SSI payments. The child receiving the payment
meets the definition of a dependent child and the remaining family members can receive cash
assistance, if otherwise eligible.

EFFECTIVE DATE:
The policy is effective October 1, 1996. Cases reduced, denied, or closed due to the inclusion of
adoption subsidy income are to be reviewed for eligibility. Cash assistance which was denied is to
be restored. Contact Sue Woolford at (410) 767-7190 for policy questions and Ruth Waugh at
(410) 767-7926 for system questions.

<u>AIMS:</u>
Include the child in the TCA household size standard but exclude income and resources. On the AMF-1 enter "K" for the child's TCA case status.

<u>CARES:</u>
When a customer is eligible for TCA and the **only** child in the household is a foster care/subsidized adoption child, the following procedures must be followed:
- Code the customer and child as 'PN' on the STAT screen.
- Code the Foster/Adoption MA STAT screen with a '572' closing code.
- On the child's DEM1 screen enter 'PR' in the State Field under Place of Birth (This will indicate that the child is also eligible for the foster care/subsidized adoption medical assistance.)
- Enter the difference between the grant for one and two household members as unearned income type 'OA' on the customer's UINC screen.
- Code the foster care/subsidized adoption payment (if any) as unearned income type 'OF' on the child's UINC screen.
- Finalize the TCA AU - making sure that the grant does not exceed the Standard of Payment for a household size of one. The Foster Care/Subsidized Adoption Medical Assistance AU will be denied at the same time. Override the MA closing notices.
- Narrate the case activity.

When there are other children in the household besides the foster care/subsidized adoption child, the following procedures must be followed:
- Enter **IC** (ineligible child) in the Financial Responsibility Field on the STAT screen to exclude the child from the TCA assistance unit.
- Enter the adoption subsidy payment as **DA** (IV-E adoption payment) on the UINC screen so that it is counted in any associated food stamp case.
- Narrate the case activity.

cc: FIA Management Staff
    Constituent Services
    Help Desk
    CTF