

OVERVIEW

The Redetermined Adoption Assistance program is a state-funded program. It is intended to allow a one-time eligibility determination per adoptee with an active adoption assistance agreement prior to January 1, 2015. Any child whose adoption is finalized on or after January 1, 2015 through Michigan's child welfare system is eligible to apply one time for an eligibility determination up to their child's 18th birthday. A redetermination of care rate is a supplemental payment that may be justified when extraordinary care and/or expenses are required. Documentation must verify that the extraordinary care and/or expenses are related to a condition that existed, or the cause of which existed, prior to the adoption and that the child's current adoption assistance rate does not include payment related to this condition. The condition must be verified by the appropriate licensed professional that practices in the adoptive parent(s)/legal guardian(s) (if adoptive parent(s) is/are deceased) state of residence.

Note: An application for this program may only be made one time per child. If an application is denied, subsequent applications will not be accepted.

Program Administration

The DHS Adoption Subsidy Office administers this program and makes all decisions regarding eligibility for Michigan's adoption assistance programs and reimbursements.

Adoptive parent(s)/legal guardian(s) (if adoptive parent(s) is/are deceased) with an open and active adoption assistance agreement in which **payment began on or after January 1, 2015**, may submit a one-time application for the Redetermined Adoption Assistance Program, if the adoptee has a condition that existed, or the cause of which existed prior to the adoption which requires extraordinary care and/or expenses and if the adoptee's current adoption assistance rate does not include payments related to this condition.

Adoptive parent(s)/legal guardian(s) (if adoptive parent(s) is/are deceased) with an open and active adoption assistance agreement in which **payment began prior to January 1, 2015**, may only submit a one-time application for the Redetermined Adoption Assistance Program between January 1, 2015 and March 31, 2015.

Adoptive parent(s) who receive a denial for adoption assistance **on or after January 1, 2015**, may submit a one-time application up to the child's 18th birthday for the Redetermined Adoption Assistance Program. The child must have been adopted from Michigan's child welfare system and have a condition that existed, or the cause of which existed prior to the adoption, which requires extraordinary care and/or expenses. The denial must notify the adoptive parent(s) of this program.

PROGRAM ELIGIBILITY AND REQUIREMENTS

In order to be eligible for the Redetermined Adoption Assistance Program, documentation must show that extraordinary care and/or expenses are required of the adoptive parent(s)/legal guardian(s) (if adoptive parent(s) is/are deceased) that are measurably greater than what was required at the time of adoption. The extraordinary care and/or expenses must be related to a condition(s) that existed, or the cause of which existed, prior to the adoption and must be documented by the appropriate licensed professional. One or more of the following eligibility criteria must be met:

- The child has a physical disability, or
- The child has diagnosed psychological or psychiatric needs, or
- The child has severe acting out or antisocial behavior, or
- The child requires a special diet.

Note: The child's special diet must require a more expensive than normal diet and extra time and effort by the adoptive parent.

The Adoption Subsidy Office will determine if the documentation submitted is sufficient to meet eligibility criteria and may request additional documentation. If additional information is requested by the Adoption Subsidy Office, the applicant must provide the information within 90 calendar days of the request or the application will be denied.

Program Limitations

The Adoption Subsidy Office must take into account the determination of care rate that was in effect when the child exited foster care to adoption, when determining eligibility for this

program. If the child's current eligible maximum adoption assistance rate on an existing agreement includes a determination of care rate payment that is equal to the requested redetermined adoption assistance rate, the child is not eligible for a redetermined adoption assistance agreement.

When the rate on the child's adoption assistance agreement includes a determination of care rate, that amount will be deducted from the eligible redetermined adoption assistance rate.

The Adoption Subsidy Office will take into consideration if the child is currently eligible for medical subsidy services related to the condition(s) when determining eligibility for the redetermined adoption assistance program.

Note: A child who is not eligible for Medicaid through the Adoption Assistance Program may be eligible through their local county Department of Human Services.

VERIFICATION OF ELIGIBILITY

The adoptive parent(s)/legal guardian(s) (if adoptive parent(s) is/are deceased) must provide the following to the Adoption Subsidy Office to apply for the redetermined adoption assistance program:

1. DHS-1260, Parent Application for Redetermined Adoption Assistance Program.
2. DHS-1261, Medical Needs form.
3. One of the following redetermination of care forms must be completed by the adoptive parent that he or she believes best describes their child's circumstances:
 - For children ages 0-12, the DHS-1262, Redetermined Adoption Assistance Determination of Care for Children 0-12, or
 - For children age 13 and older, the DHS-1263, Redetermined Adoption Assistance Determination of Care for Children 13+, or
 - For medically fragile children, the DHS-1264, Redetermined Adoption Assistance Determination of Care

for Medically Fragile Children Receiving Adoption Assistance.

Note: If requesting a rate above a level III rate, the adoptive parent(s)/legal guardian(s) (if adoptive parent(s) is/are deceased) must also complete and submit the DHS-959, Adoption Assistance Rate Negotiation/Determination Worksheet.

4. Supporting professional documentation which identifies the condition(s), explains how the condition(s) existed, or the cause of which existed prior to the adoption, and how the condition(s) result in **extraordinary** care and/or expenses by the adoptive parent(s)/legal guardian(s) (if adoptive parent(s) is/are deceased).

All documentation must be signed by the appropriate diagnosing licensed professional from the state or jurisdiction where the adoptive parent(s)/legal guardian(s) (if adoptive parent(s) is/are deceased) resides. Documentation must be related to one or more of the following conditions:

- Medical/Physical conditions must be documented by licensed physicians and must provide details about the extraordinary care and/or expenses that are required of the adoptive parent.
- Emotional conditions must be documented by a licensed psychologist, psychiatrist, or physician. The condition must be verified by the appropriate licensed professional that practices in the adoptive parent(s) state of residence. The documentation must provide details about the extraordinary care and/or expenses that are required of the adoptive parent(s).

Note: If the licensed professional is not practicing in Michigan, they must possess an equivalent state or government issued license.

- Psychiatric conditions must be documented by a licensed psychiatrist, licensed psychologist and must provide details about the extraordinary care and/or expenses that are required of the adoptive parent(s).
- Attention deficit disorder/attention deficit hyperactivity disorder must be documented by either a licensed physician or by a fully licensed psychologist or

psychiatrist. When the diagnosis is by a fully licensed psychologist, a comprehensive evaluation is required. Documentation must include details about the extraordinary care and/or expenses that are required of the adoptive parent(s).

- Education/learning conditions such as mental impairment, speech and language impairment, learning disability, developmental delay/disorder, emotional impairment, or autism must be documented by a current Individual Education Program (IEP) or Individual Family Service Plan (IFSP) document or a comprehensive evaluation by a psychologist or psychiatrist and must provide details about the extraordinary care and/or expenses that are required of the adoptive parent(s).
- Fetal alcohol spectrum disorder must be documented by a medical geneticist, a licensed physician, or a licensed psychiatrist and must provide details about the extraordinary care and/or expenses that are required of the adoptive parent(s).
- Hearing impairments must be documented by a licensed audiologist or licensed physician and must provide details about the extraordinary care and/or expenses that are required of the adoptive parent(s).
- Vision impairments must be documented by a licensed optometrist, ophthalmologist, or physician and must provide details about the extraordinary care and/or expenses that are required of the adoptive parent(s).
- Motor impairments and sensory problems must be documented by a licensed occupational therapist or licensed physician and must provide details about the extraordinary care and/or expenses that are required of the adoptive parent(s).

The Adoption Subsidy Office will determine if the documentation submitted is sufficient to meet eligibility criteria and may request additional documentation. If additional information is requested by the Adoption Subsidy Office, the applicant must provide the information within 90 calendar days of the request or the application will be denied.

Note: If an application is denied, subsequent applications will not be accepted.

REDETERMINED ADOPTION ASSISTANCE RATES

The following daily rates have been established for this program and are not subject to increases due to age:

Age or Special Need	Use Form	Level I	Level II	Level III
AGE 0-12	DHS-1262	\$5	\$10	\$15
AGE 13-18	DHS-1263	\$6	\$11	\$16
Medically Fragile	DHS-1264	\$8	\$13	\$18

Note: A level IV rate is negotiated between the adoptive parent(s) /legal guardian(s) (if adoptive parent(s) is/are deceased) and the Adoption Subsidy Office using the DHS-959, Adoption Assistance Rate Negotiation/Determination Worksheet. A level IV maximum daily rate will be based on the current foster care level IV rates; see FOM 905-3.

The Adoption Subsidy Office must take into account the determination of care rate that was in effect when the child exited foster care to adoption, when determining eligibility for this program. If the child's current eligible maximum adoption assistance rate on an existing agreement includes a determination of care rate payment that is equal to the requested redetermined adoption assistance rate, the child is not eligible for a redetermined adoption assistance agreement.

When the rate on the child's adoption assistance agreement includes a determination of care rate, that amount will be deducted from the eligible redetermined adoption assistance rate.

REDETERMINED ADOPTION ASSISTANCE AGREEMENT

The redetermined adoption assistance agreement is a written agreement between DHS and the adoptive parent(s)/legal guardian(s) (if adoptive parent(s) is/are deceased) for an adoptive

child. This agreement enables an adoptive parent(s)/legal guardian(s) (if adoptive parent(s) is/are deceased) to receive a supplemental adoption assistance payment related to a condition that requires extraordinary care and/or expenses that are not included in the current adoption assistance rate and/or covered by medical subsidy.

In order for a child to be certified for the redetermined adoption assistance program, eligibility must be determined by the Adoption Subsidy Office and the DHS-4113-RA, Redetermined Adoption Assistance Agreement, must be signed by the adoptive parent(s)/legal guardian(s) (if adoptive parent(s) is/are deceased) and the adoption subsidy program manager or DHS designee. The original agreement is returned to the adoptive parent(s) and the Adoption Subsidy Office maintains a copy of the agreement in the adoption assistance record.

Payment

The redetermined adoption assistance payment is effective the date the adoption subsidy program manager or DHS designee signs the DHS-4113-RA, Redetermined Adoption Assistance Agreement.

Redetermined adoption assistance shall continue during a period in which the adoptee is removed, due to delinquency from his or her home as a temporary court ward, provided no grounds for discontinuance of payment exists.

AGREEMENT DURATION

An adoptive parent must meet all of the responsibilities of their redetermined adoption assistance agreement to continue to receive assistance. Redetermined Adoption Assistance eligibility shall exist until one of the following events occurs:

- The child becomes age 18.
- The child has not yet reached age 18 but is emancipated by any of the following:
 - Court order.
 - Marriage.
 - Entering the military service.
- The child dies.

- The adoption is terminated.
- The adoptive parent(s)/legal guardian(s) (if adoptive parent(s) is/are deceased) have requested in writing that the redetermined adoption assistance payment permanently stop.
- A determination of ineligibility is made by the Department of Human Services. One or more of the following are reasons for a determination of ineligibility:
 - The adoptive parent dies, unless a full legal guardian is appointed by the court and requests continuation of the redetermined adoption assistance through the state-funded program.
 - The adoptive parent(s)/legal guardian(s) (if adoptive parent(s) is/are deceased) are no longer legally responsible for the support of the child.
 - The adoptive parent(s)/legal guardian(s) (if adoptive parent(s) is/are deceased) are not providing support for the child. This includes when the child is no longer residing in the adoptive or legal guardian's home.
- The child no longer requires extraordinary care and/or expenses.

ANNUAL REPORT REVIEWS

The department will conduct annual reviews using the DHS-829, Redetermined Adoption Assistance Annual Review form to determine whether the adoptive parent(s) remain legally and financially responsible for the child. The form will be mailed to all adoptive parents who only receive redetermined adoption assistance.

FUNDING SOURCE

The redetermined adoption assistance program is a state-funded program. Should the legislature fail to appropriate sufficient funding for the continuation of this program, payment would be discontinued.

**DENIAL AND
APPEALS**

If the redetermined adoption assistance application is denied, the Adoption Subsidy Office will provide the DHS-1265, Redetermined Adoption Assistance Denial Notice, to the adoptive parent(s)/legal guardian(s) (if adoptive parent(s) is/are deceased) that includes the reason(s) for the denial and information regarding the right to request an administrative hearing; see AAM 700, Administrative Hearings.

If the child's current eligible maximum adoption assistance rate already includes a determination of care rate, that is equal to the requested redetermined adoption assistance rate, then a denial for redetermined adoption assistance will be issued.

An application for this program is limited to one time per child. If the adoptive parent(s)/legal guardian(s) (if adoptive parent(s) is/are deceased) previously applied for the Redetermined Adoption Assistance Program for the child then any new applications will be denied.

**EXTENSION FOR
CHILDREN
ADOPTED AT AGE 0-
15**

The redetermined adoption assistance agreement expires on the child's 18th birthday. The expiration of the agreement causes the redetermined adoption assistance payments to end. The Adoption Subsidy Office shall send an informational letter to the adoptive parent(s)/legal guardian(s) (if adoptive parent(s) is/are deceased) prior to the child's 18th birthday. The letter explains that the redetermined adoption assistance will end when the child turns 18 and includes the eligibility requirements for an extension.

**EXTENSION
ELIGIBILITY
REQUIREMENTS
FOR CHILDREN
ADOPTED AT AGE 0-
15**

A state-funded extension of redetermined adoption assistance may be authorized to the age of 19, or high school graduation, or GED,

or certificate of completion for students receiving special education services whichever is earliest or when the department determines that the child has a mental or physical disability that warrants continuation of redetermined adoption assistance., The child must meet all of the following eligibility criteria:

- A redetermined adoption assistance agreement was in place through the adoptee's 18th birthday.
- The adoptee is age 18 and has not completed high school or a GED program and has not obtained a certificate of completion for students receiving special education services.
- The adoptee is regularly attending high school, or a GED program or a program for children with disabilities on a full-time basis and progressing toward achieving a high school diploma, certificate of completion or GED or the Adoption Subsidy Office determines that the child has a disability which warrants continuation of redetermined adoption assistance based on a specific physical, mental or emotional disability of such severity or kind that it would constitute a significant obstacle to the child's independence. Such conditions include, but are not limited to:
 - Any medical condition which will require repeated or frequent hospitalization, treatment or follow-up care, for example, cancer, diabetes, epilepsy.
 - Any physical handicap, by reason of physical defect or deformity, whether congenital or acquired by accident, injury or disease, that existed, or the cause of which existed, prior to the adoption which makes a child totally or partially incapacitated as described in R340.1709 of the Michigan Special Education Rules; or makes a child eligible for Children's Special Health Care Services (CSHCS) administered by the Michigan Department of Community Health or the equivalent program in the child's state of residence. Examples are cerebral palsy, paraplegia, quadriplegia, blindness, deafness, or hydrocephalus.
 - Any substantial disfigurement, such as the loss or deformity of facial features, torso or extremities, for example, burn scars, or amputations.

- A diagnosed personality or behavioral problem, psychiatric disorder, serious intellectual incapacity or brain damage which seriously affects the child's ability to relate to their peers and/or authority figures, including mental impairment or developmental disability, for example, schizophrenia, pervasive developmental disorder, traumatic brain injury, moderate-severe mental impairment or emotional impairment.
- The adoptee is not eligible for SSI (Supplemental Security Income).
- The adoptee continues to require extraordinary care and/or expenses

Extension Documentation Requirements

After receipt of the letter notifying the adoptive parent(s)/legal guardian(s) (if adoptive parent(s) is/are deceased) of the termination of redetermined adoption assistance at age 18, the adoptive parent(s)/legal guardian(s) (if adoptive parent(s) is/are deceased) may request an extension by providing required documentation to the Adoption Subsidy Office. The appropriate application(s) and documentation forms will be provided to the adoptive parent(s)/legal guardian(s) (if adoptive parent(s) is/are deceased) with the termination letter. The required documentation must be received by the adoption subsidy office within 90 calendar days of the child's 18th birthday. In all cases, an extension will not be granted if all of the required documentation is not received by the Adoption Subsidy Office within 90 calendar days following the child's 18th birthday.

Extension Application

In order for a determination of eligibility to be made for an extension of the redetermined adoption assistance the following documents are required:

- DHS-1282, Redetermined Adoption Assistance Extension Application.

- DHS-3380, Verification of Student Information or DHS-54, Medical Needs, if the child is unable to attend school due to specific physical, mental or emotional disability of such severity or kind that it would constitute a significant obstacle to the child's independence.
- One of the following redetermination of care forms must be completed by the adoptive parent(s)/legal guardian(s) (if adoptive parent(s) is/are deceased) that he or she believes best describes their child's circumstances:
 - The DHS-1263, Redetermined Adoption Assistance Determination of Care for Children 13+, or
 - For medically fragile children, the DHS-1264, Redetermined Adoption Assistance Determination of Care for Medically Fragile Children Receiving Adoption Assistance.

The maximum redetermined adoption assistance extension rate is the rate on the original redetermined adoption assistance agreement.

Adoptive parent(s)/legal guardian(s) (if adoptive parent(s) is/are deceased) shall submit additional documentation if a child has not graduated by the date reported on the DHS-3380.

Home Schooling

Adoptive parent(s)/legal guardian(s) (if adoptive parent(s) is/are deceased) who are requesting an extension of the redetermined adoption assistance for a child who is being educated at home must submit the following additional information to the Adoption Subsidy Office with the extension application:

A copy of the child's organized individual educational curriculum for the time period 9th grade through 12th grade. The individual education curriculum must include instruction in the subject areas of reading, spelling, mathematics, science, history, civics, literature, writing, and English; See www.michigan.gov/npshts.

**EXTENSION
AGREEMENT FOR
CHILDREN
ADOPTED AT AGE 0-
15**

Adoptive parent(s)/legal guardian(s) (if adoptive parent(s) is/are deceased) are sent the DHS-4113-RAE, Redetermined Adoption Assistance Extension Agreement, which must be signed, witnessed, and returned to the Adoption Subsidy Office within 90 calendar days of the agreement issuance date. Redetermined adoption assistance extension payments begin after the adoption subsidy program manager or DHS designee signs the extension agreement(s); see AAM 500, Agreement Procedures.

**TERMINATION OF
EXTENSIONS FOR
FOR CHILDREN
ADOPTED AT AGE 0-
15**

For an adoptee over 18 years of age, a state-funded redetermined adoption assistance extension agreement shall terminate and will not be reinstated when one of the following occurs:

- The child is no longer attending high school, a GED program, or a program for children with disabilities on a regular, full-time basis.
- The child completes or withdraws from high school, a GED program or a program for children with disabilities.
- The child is still attending high school or a GED program or a program for children with disabilities on a full-time basis and reaches age 19.
- The child who was unable to attend school due to specific physical, mental or emotional disability of such severity or kind that it would constitute a significant obstacle to the child's independence reaches age 19.
- The child is determined eligible for Supplemental Security Income (SSI) by the Social Security Administration.

- The adoptive parent(s) or legal guardian(s) (if adoptive parent(s) is/are deceased) is no longer providing any support to the child.
- The child no longer requires extraordinary care and/or expenses.

Adoptive parents or guardians must notify the Adoption Subsidy Office in writing within 30 calendar days after any of the above changes occur. Recoupment procedures will be followed for over-payments.

EXTENSION FOR YOUTH ADOPTED AT AGES 16-17

The redetermined adoption assistance agreement expires on the child's 18th birthday. The expiration of the agreement causes redetermined adoption assistance payments to end. The Adoption Subsidy Office sends an informational letter to the adoptive parent(s)/legal guardian(s) (if adoptive parent(s) is/are deceased) prior to the youth's 18th birthday. The letter explains that the redetermined adoption assistance will end when the youth turns 18 and includes the eligibility requirements for an extension. The youth must be in school, in job training, employed or is incapable due to a documented medical condition.

EXTENSION ELIGIBILITY REQUIREMENTS FOR YOUTH ADOPTED AT AGES 16-17

A state-funded extension may be authorized to age 21 if the youth meets all of the following requirements:

1. A redetermined adoption assistance agreement was in place through the youth's 18th birthday.
2. The youth was adopted on or after his/her 16th birthday.
3. The youth is now between the ages of 18 and 20, and requests to extend redetermined adoption assistance payments to the age of 21.

4. The youth and adoptive parent(s)/legal guardian(s) (if adoptive parent(s) is/are deceased) have signed a DHS-1339-RYA, Redetermined Young Adult Adoption Assistance Extension Application.
5. The youth meets at least one of the conditions listed below:
 - Actively completing high school or a program leading to a general equivalency diploma (GED) exam.
 - Enrolled at least part-time in a college, university, vocational program or trade school.

Note: A youth who is on a semester, summer, or other break, but was enrolled in school the previous semester and will be enrolled after the break, is considered enrolled in school.

- Employed in either full- or part-time work, or participating in a program that promotes employment (such as Job Corps, Michigan Works! or another employment skill-building program). Participation must be at least 80 hours per month and may be at one or more places of employment, and/or a combination of any of the above activities.
 - Incapable of any of the above educational or employment activities due to a specific physical, mental or emotional condition or disability of such severity or kind that it would constitute a significant obstacle to the child's independence.
6. The youth continues to have extraordinary care and/or expenses.
 7. The submitted DHS-1339-RYA, Redetermined Young Adult Adoption Assistance Extension Application, is reviewed by the Adoption Subsidy Office and an agreement is issued, if the youth meets the requirements of the program. The youth and the adoptive parent(s) must sign the DHS-4113-RYA, Redetermined Young Adult Adoption Assistance Extension Agreement. If the youth was eligible for redetermined adoption assistance with a legal guardian(s) (if adoptive parent(s) is/are deceased) the youth and the guardian(s), must sign the DHS-1321-RYA, Redetermined Young Adult Adoption Assistance Guardian Extension Agreement.

**Documentation
Requirements**

After receipt of the letter notifying the adoptive parent(s)/legal guardian(s) (if adoptive parent(s) is/are deceased) of the termination of redetermined adoption assistance at age 18, the adoptive parent(s)/legal guardian(s) (if adoptive parent(s) is/are deceased) may request an extension by providing required documentation to the Adoption Subsidy Office. The appropriate application(s) and documentation forms will be provided to the adoptive parent(s)/legal guardian(s) (if adoptive parent(s) is/are deceased) with the termination letter. The required documentation must be received by the adoption subsidy office within 90 calendar days of the child's 18th birthday. In all cases, an extension will not be granted if all of the required documentation are not received by the Adoption Subsidy Office within 90 calendar days following the child's 18th birthday.

**Application for
Extension**

Adoptive parents/legal guardian(s) (if adoptive parent(s) is/are deceased) of youth who exited foster care to an adoption (Order Placing Child After Consent) between the ages of 16 and 18 and continued to receive redetermined adoption assistance until their 18th birthday, may apply for a Redetermined Young Adult Adoption Assistance Extension if the youth is under the age of 21 and meets the program requirements.

The DHS-1339-RYA, Redetermined Young Adult Adoption Assistance Extension Application, and DHS-628-RYA, Redetermined Young Adult Extension Notice, will be mailed to the adoptive parent(s)/legal guardian(s) (if adoptive parent(s) is/are deceased) prior to the youth's 18th birthday. The notice will explain that the redetermined adoption assistance payments will end when the adoptee reaches age 18 unless an extension agreement is in place. An explanation of the eligibility, application, and documentation requirements for extension requests will be included with the notice.

If an incomplete redetermined adoption assistance extension application is submitted to the Adoption Subsidy Office, the adoption subsidy worker must respond in writing with the DHS-1314-RYA, Redetermined Young Adult Adoption Assistance Extension Missing Documentation Notice, within 14 calendar days of receipt of the application. The DHS-1314-RYA will clarify the

documentation requirements and notify the adoptive parent(s)/guardian(s) of any missing application or verification information. The adoptive parent(s)/guardian(s) will have 30 calendar days following the date of the DHS-1314-RYA to provide the missing documentation for the application to be processed with an effective date of the young adult's 18th birthday.

If the adoptive parent(s)/guardian(s) does not provide the missing documentation within this time frame, the application will be denied and the adoptive parent(s)/guardian(s) will need to re-apply. Once a complete application with required documentation is received by the Adoption Subsidy Office, the department will process the application within 30 calendar days. The effective date will be the date the completed application was received in the Adoption Subsidy Office.

If a redetermined adoption assistance extension application is denied, the Adoption Subsidy Office will provide a denial notice to the adoptive family or legal guardian(s) (if adoptive parent(s) is/are deceased) that includes the reason(s) for the denial and information regarding the right to request an administrative hearing; see AAM 700, Administrative Hearings.

Eligibility verification

The following must be provided to the Adoption Subsidy Office to apply for a Redetermined Young Adult Adoption Assistance Extension:

- DHS-1339-RYA, Redetermined Young Adult Adoption Assistance Extension Application.
- One or more of the appropriate verification forms to document eligibility must be completed and returned with the DHS-1339-RYA:
 - DHS-3380, Verification of Student Information (may be used to verify vocational training).
 - DHS-38, Verification of Employment.
 - DHS-54A, Medical Needs.
- One of the following redetermination of care forms must be completed by the adoptive parent(s)/legal guardian(s) (if

adoptive parent(s) is/are deceased) that he or she believes best describes their child's circumstances:

- The DHS-1263, Redetermined Adoption Assistance Determination of Care for Children 13+, or
- For medically fragile children, the DHS-1264, Redetermined Adoption Assistance Determination of Care

Home Schooling

Adoptive parents or legal guardians who are requesting an extension of the redetermined adoption assistance for a youth who is being educated at home must submit the following additional information to the adoption subsidy office with the extension application:

A copy of the youth's comprehensive individual educational curriculum for the time period of 9th grade through 12th grade. The individual education curriculum must include instruction in the subject areas of reading, spelling, mathematics, science, history, civics, literature, writing, and English; see www.michigan.gov/npshts.

EXTENSION AGREEMENTS FOR YOUTH ADOPTED AT AGES 16-17

After an extension is approved by the Adoption Subsidy Office, the DHS-4113-RYA, Redetermined Young Adult Adoption Assistance Extension Agreement, will be mailed to the adoptive parent(s) or the DHS-1321-RYA, Redetermined Young Adult Adoption Assistance Guardian Extension Agreement will be mailed to the legal guardian(s) (if adoptive parent(s) is/are deceased) and the youth for signatures. The signed agreement must be returned to the Adoption Subsidy Office within 30 calendar days of the agreement issuance date and must be signed by the Adoption Subsidy Office Manager before the extension payments are authorized. If the agreement is missing information, the DHS-791-RYA, Redetermined Young Adult Adoption Assistance Extension Agreement(s)-Incomplete Notice will be sent to the adoptive parent(s) or legal guardian(s) (if adoptive parent(s) is/are deceased). If the agreement is not received within 30 calendar days of the agreement issuance date or the date of the DHS-791-RYA,

the effective date will be the date the agreement was received by the Adoption Subsidy Office.

GRACE PERIOD FOR YOUTH ADOPTED AT AGES 16-17

A grace period is the period of time after the youth ceases to meet the educational, employment, and/or incapacitating medical condition requirements. Grace periods are to be applied based on the following:

- Youth are allowed a 30-day grace period in which to re-establish eligibility.
- Youth are allowed up to three grace periods per fiscal year.
- The grace period begins the day immediately following the day the youth becomes ineligible, whether or not it is reported timely.
- The Redetermined Young Adult Adoption Assistance Extension payments continue during the grace period.

The adoptive parent(s) or legal guardian(s) (if adoptive parent(s) is/are deceased) must contact the Adoption Subsidy Office to discuss ways in which the youth could meet the requirements or the assistance will terminate at the end of the grace period. The Adoption Subsidy Office will monitor and track the time frame for the grace period.

A grace period cannot be used for youth who become ineligible due to one of the following circumstances:

- Reaches his or her 21st birthday.
- Enters military service.

Exception: Membership in the Reserve Officers' Training Corps (ROTC) or the reserve component of the Armed Forces; such as, Army National Guard of the United States, Air Force Reserve, and Coast Guard Reserve does not disqualify a youth from the Redetermined Young Adult Adoption Assistance Extension, unless participation requirements exceed 21 consecutive calendar days of active duty or training responsibilities.

- Marries.
- Begins receiving federal Supplemental Security Income (SSI) payments.
- Is living with his/her biological parent(s).
- Dies.

TERMINATION OF EXTENSION FOR YOUTH ADOPTED AT AGES 16-17

DHS may terminate the DHS-4113-RYA, Redetermined Young Adult Adoption Assistance Extension Agreement or DHS-1321-RYA, Redetermined Young Adult Adoption Assistance Guardian Agreement and payments will end, if the youth becomes ineligible. Ineligibility occurs when the youth:

- Discontinues his/her educational, vocational or trade program and does not re-enter a similar program or meet another eligibility requirement within the 30 calendar day grace period.

Note: A youth who is on a semester, summer, or other break, but was enrolled in school the previous semester and will be enrolled after the break, is considered enrolled in school.

- Is no longer employed at least 80 hours per month or participating in a program that promotes employment (such as Job Corps, Michigan Works! or another employment skill-building program), and has not met one of the other eligibility requirements within the 30 calendar day grace period.
- Is no longer deemed incapable due to a medical condition and does not meet one of the other eligibility requirements within the 30 calendar day grace period.
- Is incarcerated for more than 30 calendar days.
- Is living with his/her biological parent(s).
- Reaches his or her 21st birthday.
- Marries.

- Enters military service.
- No longer eligible for the Adoption Assistance Young Adult Program.
- No longer requires extraordinary care and/or expenses.

Exception: Membership in the Reserve Officers' Training Corps (ROTC) or the reserve component of the Armed Forces; such as, Army National Guard of the United States, Air Force Reserve, and Coast Guard Reserve does not disqualify a youth from the Young Adult Adoption Assistance Extension, unless participation requirements exceed 21 consecutive calendar days of active duty or training responsibilities.

- Begins receiving federal Supplemental Security Income (SSI) payments.
- Dies.

The DHS Adoption Subsidy Office shall send written notification of termination of the redetermined adoption assistance by mail to the adoptive parent(s)/legal guardian(s) (if adoptive parent(s) is/are deceased). This written notification shall include a statement of the department's reason for termination and rights to an administrative hearing; see AAM 700, Administrative Hearings.

RE-ENTERING THE REDETERMINED YOUNG ADULT ADOPTION ASSISTANCE EXTENSION PROGRAM

To re-enter the Redetermined Young Adult Adoption Assistance Extension program, the adoptive parent or legal guardian(s) (if adoptive parent(s) is/are deceased) must contact his/her subsidy worker for an application and required verification forms or locate this information on the DHS website, and then submit this documentation to the Adoption Subsidy Office. The adoptive parent/guardian may re-apply for an adoptee to re-enter the Redetermined Young Adult Adoption Assistance Extension program if the Order Placing Child After Consent was signed after the youth's 16th birthday and the youth is under the age of 21, and

the Redetermined Young Adult Adoption Assistance Extension was terminated when the youth:

- Discontinued his/her educational, vocational or trade program and did not re-enter a similar program or meet another eligibility requirement within the 30 calendar day grace period.
- Was no longer employed at least 80 hours per month or participating in a program that promotes employment (such as Job Corps, Michigan Works! or another employment skill-building program), and did not meet one of the other eligibility requirements within the 30 calendar day grace period.
- Was no longer deemed incapable due to a medical condition and did not meet one of the other eligibility requirements within the 30 calendar day grace period.
- Was incarcerated for more than 30 calendar days.

The youth may re-enter the Redetermined Young Adult Adoption Assistance Extension program if he/she is under the age of 21 and meets the eligibility requirements of the program.

If an extension application is denied, the Adoption Subsidy Office will provide a denial notice to the adoptive parent(s)/legal guardian(s) (if adoptive parent(s) is/are deceased) that includes the reason(s) for the denial and information regarding the right to request an administrative hearing; see AAM 700, Administrative Hearings.

RECOUPMENT

Recoupment for overpayments will be pursued from the payee retroactively to the date that eligibility ceased to exist: see AAM 140, Recoupment.