

Lois A. Day, Administrator

**Authorized Signature**

**Number:** CW-IM-10-010

**Issue Date:** 04/15/2010

**Topic:** Foster Care

**Subject:** Benchmark Review

**Applies to (check all that apply):**

- |   |   |
|---|---|
| <input type="checkbox"/> All DHS employees                        | <input type="checkbox"/> County Mental Health Directors       |
| <input type="checkbox"/> Area Agencies on Aging                   | <input type="checkbox"/> Health Services                      |
| <input checked="" type="checkbox"/> Children, Adults and Families | <input type="checkbox"/> Seniors and People with Disabilities |
| <input type="checkbox"/> County DD Program Managers               | <input type="checkbox"/> Other (please specify):              |

**Message:**

Our federal partners in Region X have requested that we specifically identify a review of a youth’s comprehensive transition plan within the 90-days prior to a child’s 18<sup>th</sup> birthday. Our administrative rules require a Benchmark review at 180 days prior to age 18, and it is the Department’s expectation that the Comprehensive Transition Plan will be reviewed again at each 90 day case plan review.

The following language has been added to Chapter 4, Section 29 of the Procedure Manual in Completion of a Benchmark Review, to remind workers to review the Comprehensive Transition Plan with the youth at the 90 day case review that occurs within the 90 day period prior to the child’s 18<sup>th</sup> birthday.

“Another review of the determinations and plans made during the Benchmark Review is conducted within the 90 day period prior to the child’s 18th birthday. The caseworker will review with the child the progress made to date and make any necessary adjustments to the plan.”

*If you have any questions about this information, contact:*

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