

	STATE OFFICE for SERVICES to CHILDREN and FAMILIES CLIENT SERVICES MANUAL I ISSUED BY: Program Operations EFFECTIVE DATE: January 2, 1996	NUMBER: I-E.5.3
		SECTION: E. Substitute Care
		SUBSECTION: 5. Payments
SUBJECT: 3. Funeral and Burial Expenses		

Interpretation: Manager,
Foster Care

Approval: 
Assistant Administrator,
Program Operations

REFERENCES: CF 294, Administrative Expense Voucher

PURPOSE

413-090-400 These rules describe the limitations on the payment of funeral and burial expenses for a child who dies while in the legal custody of the State Office for Services to Children and Families (SOSCF).

Statutory Authority: HB2004
Stats. Implemented: HB2004

POLICY

ELIGIBILITY FOR PAYMENT

413-090-410 Funeral and burial expenses shall only be authorized for a child who is in SOSCF's legal custody and placed in substitute care at the time of death. All other resources for payment of burial expenses, including parents or guardians, must be explored before approval is given for SOSCF to make payments.

Statutory Authority: HB2004
Stats. Implemented: HB2004

PAYMENT METHOD

413-090-420 Payment by SOSCF will be by CF 294 (Administrative Expense Voucher). This expenditure will be charged to the branch Services and Supply allocation. Vendors must submit itemized billings on their letterhead.

Statutory Authority: HB2004
Stats. Implemented: HB2004

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ALLOWABLE COSTS

413-090-430 Funeral and burial expenses are to be borne by parents, relatives or guardians if at all possible. In the event the agency must cover costs, payment for funeral and burial expenses are to be kept to a maximum of that amount authorized by the indigent burial fund administered by the Oregon Health Division. The following list specifies allowable expenses:

(1) Funeral Service

(a) Transportation in excess of 25 miles for:

- (A) First call;
- (B) Funeral coach.

(2) Burial or Cremation

(a) Cemetery burial:

- (A) Endowment care, if provided by cemetery;
- (B) Grave space;
- (C) Outer case, opening and closing of grave.

(b) Indoor or Outdoor Mausoleum Burial

- (A) To be provided within total burial allowance;
- (B) Opening, closing and lettering when crypt is already owned.

(c) Cremation Services

- (A) Cremation;
- (B) Unpolished urn;
- (C) Niche;
- (D) Grave space for cremated remains;
- (E) Interment of cremated remains;
- (F) Endowment care when provided;
- (G) Finished urn when an open-front niche is already owned;
- (H) Transportation of cremated remains may be authorized by branch office in exceptional case.

Statutory Authority: HB2004
Stats. Implemented: HB2004