

Lilia Teninty

Authorized signature

Number: APD-AR-15-031

Issue date: 5/8/2015

Topic: Foster Care

Due date:

Subject: DD58 Children's Foster Care Enrollment: Required Form for Room & Board

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 type="checkbox"/> Aging and People with Disabilities | <input checked="" type="checkbox"/> Office of Developmental
Disabilities Services(ODDS) |
| <input type="checkbox"/> Self Sufficiency Programs | <input type="checkbox"/> ODDS Children's Intensive
In Home Services |
| <input checked="" type="checkbox"/> County DD Program Managers | <input type="checkbox"/> Stabilization and Crisis Unit (SACU) |
| <input type="checkbox"/> ODDS Children's
Residential Services | <input checked="" type="checkbox"/> Other (<i>please specify</i>): CDDP Service
Coordinators |
| <input type="checkbox"/> Child Welfare Programs | |

Action required: Effective immediately, the Authorization to Disclose Information to the Social Security Administration (SSA), [Form SSA-827](#), must be completed for all children ages 12 and older newly enrolling in DD58 Children's Foster Care. **The form must be signed by the child.** The CDDPs must submit the completed form to the Children's Foster Care Unit with the required enrollment documents outlined in the CFC Placement ~ Required Actions document.

Reason for action: When a child is enrolled in DD58 Children's Foster Care, the Federal Resource Unit (FRU) applies with the Social Security Administration (SSA) to be the Representative Payee for the child's SSI benefits. Part of the application process requires completion of Form SSA-827; this must be completed in order for the foster provider to receive Room & Board payments.

Form SSA-827 was previously completed for all children by an FRU representative. However, the new SSA Policy Operations Manual System (POMS) mandates that minor children ages 12 and older sign Form SSA-827; therefore, the CDDPs must obtain signature from minor children ages 12 and older. FRU will continue to sign the form on behalf of children under the age of 12.

Field/stakeholder review: Yes No

If yes, reviewed by: CDDP Representatives

If you have any questions about this action request, contact:

Contact(s):	Julie Van Nette, Children's Foster Care Carol Hitchen, Federal Resource Unit Jay Clark, Federal Resource Unit		
Phone:	Julie Van Nette, (503) 378-5001 Carol Hitchen, (503) 378-5352 Jay Clark, (503) 378-5325	Fax:	(503) 378-5297
Email:	julie.l.vannette@state.or.us carol.hitchen@state.or.us jay.w.clark@state.or.us		