



**Older Youth Services  
&  
Collaborative Care Program  
Service Delivery and Protocol**

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## I. INTRODUCTION

The purpose of the Older Youth Services Protocol is to provide detailed information and guiding principles of Indiana’s older youth services program model and service delivery. This document provides a high-level overview of child welfare federal policies that shape the foundation of Indiana’s Department of Child Services (DCS) case management of youth and young adults and the DCS Chafee program services system that includes older youth service practice model and service delivery.

### A. Chafee Program History

The [Fostering Connections to Success and Increasing Adoptions Act of 2008](#) (Fostering Connections) is federal legislation to assist state child welfare agencies in improving foster care children and youth outcomes.

[The Preventing Sex Trafficking and Strengthening Families Act of 2014](#) (Strengthening Families Act) is federal legislation written to improve and protect the wellbeing of children and youth in foster care. The Strengthening Families Act increases provisions for states to empower and engage youth at an earlier age to improve services and outcomes for children and youth in foster care.

Research conducted by Mark Courtney et al. (2007), as cited in Peters (2009), demonstrates that extending foster care past the age of 18 positively impacts youth outcomes in “educational attainment, delayed pregnancy, higher earnings and an increased likelihood of receiving independent living services” (p. 12).

Collaborative Care is Indiana’s program that extends and allows for reentry into foster care. Young adults in Collaborative Care agree to participate in services that will help them meet their independent needs and goals. Recent research by Jim Casey Youth Opportunities Initiative (2011a) on the adolescent brain suggests that youth benefit from remaining in foster care for a multitude of reasons that stretch across different social and developmental arenas, such as:

- Positive Brain and Emotional Development
- Planning and Decision Making
- Building of [Relational Permanency/Social Capital](#)

### B. Glossary of Terminology

#### **Ambiguous loss**

Ambiguous loss is a loss for which there are no clear boundaries, no clear ending, and often no societal recognized mechanisms or rituals for grieving or acknowledging what has been lost (Boss, 1999, 2004 as cited in (Samuels, 2008). Ambiguous loss concerning foster youth is the result of removal from one’s biological parents, multiple placements moves, and other social network disruptions (Perry, 2006, as cited in (Samuels, 2008).

#### **Broker of Services**

The model of providing independent living services places the provider in the role of connecting youth with services provided in the youth’s community or through a natural, unpaid connection to the youth

rather than by the contracted provider. Over time, the youth should be able to depend on their social network and individual knowledge to accomplish tasks related to living independently.

**Case Management:**

Service coordination, service monitoring, and overseeing other ongoing activities related to a case may include but are not limited to communication with the older youth and service provider, crisis intervention, and compiling and submitting required reports.

**Chafee Program: John H. Chafee Foster Care Program for Successful Transition to Adulthood**

The Chafee Program provides independent living (IL) services that consist of a series of developmental activities that provide opportunities for young people to gain the skills required to live healthy, productive, and responsible lives as self-sufficient adults.

<http://www.acf.hhs.gov/programs/cb/resource/chafee-foster-care-program>

**Child and Family Team Meeting (CFTM)**

CFTM is a process that combines the wisdom and expertise of family support and formal resources to serve the child and family's achievement of safety, permanency, stability, and wellbeing by recognizing strengths, assessing needs, developing goals, and setting reasonable timeframes.

**Collaborative Care (CC)**

Indiana's extended foster care program was developed by DCS to serve youth through the Fostering Connections to Success and Increasing Adoptions Act 2008. Collaborative care is a voluntary program that allows CHINS and probation youth 18 years and older to remain under the care and placement of DCS and continue to receive services until the day of their 21<sup>st</sup> birthday. CC focuses on youth-adult partnerships and positive youth development and encourages youth to develop a robust social network/social capital.

**Collaborative Care Youth (CCY)**

A collaborative care youth is a young adult who voluntarily agrees to participate in the collaborative care program by signing the voluntary collaborative care agreement.

**Direct Financial Assistance**

A subsidiary program for youth / young adults who are placed in their apartment or shared apartment and under the care and supervision of the Department of Child Services. Youth / young adults participating in the program receive a monthly stipend. The OYCM must approve youth participation, and the youth must sign a direct financial assistance agreement.

**Direct Financial Assistance Agreement**

A direct financial assistance agreement is an approved, signed agreement between the OYS provider and the young adult for the young adult to receive financial assistance in an apartment or shared apartment placement.

**Education and Training Voucher (ETV)**

The Chafee ETV Program makes financial resources available to meet the post-secondary education and training needs of youth aging out of foster care and enrolled in a qualified higher education program. [www.indianaetv.org](http://www.indianaetv.org)

**Emancipation Goods and Services (EG&S)**

EG&S is a funding source to provide goods and services that youth may need as they become independent of the system. EG&S funds have a lifetime maximum cap of \$1,000 for assistance per eligible youth aged 18 - 23 who are accessing voluntary services.

### **Families First Prevention and Services Act of 2018**

The Families First Prevention and Services Act (FFPSA) amends the Chafee program to emphasize successful transition to adulthood by allowing states to provide services to youth aged out of foster care up to age 23. FFPSA also allows states to provide prevention services to pregnant or parenting youth. <https://www.acf.hhs.gov/cb/laws-policies/whats-new>.

### **Federal Definition of Foster Care**

The federal definition of foster care is 24-hour substitute care for children placed away from their parents or guardians and for whom the state agency has placement and care responsibility. Facilities that are outside the scope of foster care include but are not limited to detention facilities, psychiatric hospital acute care, forestry camps, or facilities that are primarily for the detention of children who are adjudicated delinquents.

**Source:** [http://edocket.access.gpo.gov/cfr\\_2010/octqtr/45cfr1355.20.htm](http://edocket.access.gpo.gov/cfr_2010/octqtr/45cfr1355.20.htm)

### **Foster Care Independence Act of 1999**

The Foster Care Independence Act of 1999 established federal legislation, the John H. Chafee Foster Care Program for Successful Transition to Adulthood (The Chafee Program), giving stated funding to ensure youth involved in foster care receive the independent living skills needed as they age out of care.

**Source:** [https://www.ssa.gov/OP\\_Home/ssact/title04/0477.htm](https://www.ssa.gov/OP_Home/ssact/title04/0477.htm)

### **Fostering Connections to Success and Increasing Adoptions Act of 2008**

The Fostering Connections to Success and Increasing Adoptions or Fostering Connections Act was signed into law on October 7, 2008, as Public Law 110-351. FCA amended parts B and E of Title IV of the Social Security Act to connect and support relative caregivers, improve outcomes for children in foster care, provide for Tribal foster care and adoption access, improve incentives for adoption, and for other purposes (Child et al., 2011)

<http://www.acf.hhs.gov/programs/cb/resource/implementation-of-the-fostering-connections>

### **Independent**

Independent is the ability to operate alone and not depend on others.

### **Supervised Independent Living Placement**

A supervised independent living placement is an extended foster care placement that provides unsupervised housing for young adults, such as a dormitory, an apartment, or shared housing.

### **Interdependent**

Interdependency relies on mutual assistance, support, cooperation, or interaction among constituent parts or members.

### **Indiana Youth Bill of Rights**

The Indiana Youth Bill of Rights is a document that describes the rights of Indiana's foster youth concerning education, health, visitation, and court participation, the right to receive various documents, and the right to stay safe and avoid exploitation. The Indiana Youth Bill of Rights is provided to every foster youth in out-of-home care at the beginning of age 14 and reviewed every six (6) months until

case closure. Family Case Managers must explain the Indiana Youth Bill of Rights and ensure the youth signs it.

### **Older Youth Case Manager**

Older youth case managers (OYCM) are the Department of Child Services family case managers specializing in the case management of youth and young adults aged 16 through 21.

### **Older Youth Services**

Older youth services are independent living services provided to youth and young adults. These services are in the Older Youth Services Service Standards.

### **Older Youth Services Provider**

An agency contracted to provide Older Youth Services according to the Older Youth Services Service Standards.

### **Older Youth Services Service Standards**

The Older Youth Services Service Standards is a document that outlines the older youth services delivery guidelines, roles, and responsibilities of the OYS service providers.

### **Placement Supervision**

Placement supervision is monitoring the safety and stability of the placement.

### **Transitional to Successful Adulthood Services**

Transitional to Successful Adulthood Services (TSA) is a service component of older youth services that provide enhanced case management designed to assist youth with a case plan of Another Planned Permanent Living Arrangement, expected to age out of foster care, and emerge into adulthood, reach a level of stability in each older youth services outcome areas.

## **Permanency**

### **Legal Permanency**

Permanency, as defined by Child Welfare Systems, is a safe, stable, secure home and family. There are five (5) federal permanency goals: reunification, adoption, guardianship, fit and willing Relatives, and another planned permanent living arrangement (APPLA).

### **Relational Permanency**

A concept that defines familial relationships in ways that extend beyond biological connections, including familial ties formed during care and after exiting foster care (Samuels, 2008). The role of the birth family extends beyond that family's official or legal status in a child's permanency plan (Samuels, 2008).

## **Plans**

### **Case Plan**

A case plan is a written plan describing the programs and services available to help youth in foster care ages fourteen and older obtain permanency. The case plan lists the youth's goals, objectives, strengths, and needs. The case plan also includes a document describing the rights of the child to education, health, visitation, and court participation; the right to stay safe and avoid exploitation. Youth ages fourteen and older must participate in case planning and have two child representatives to assist with

developing the case plan. The Indiana Department of Child Services ensures case plans are completed every six months until the youth achieves permanency and case closure.

### **Transition Plan for Successful Adulthood**

Per DCS Policy 11.6: Transition Plan for Successful Adulthood (TP/SA) is defined as a plan that details what services and supports youth and young adults need to transition into adulthood successfully. It is a comprehensive and personalized plan federally required to be completed once a youth turns 14 in foster care and is updated every six months.

### **Transitional Services Plan**

The Transitional Service Plan (TSP) defines what services are needed for a youth / young adult to transition into adulthood successfully. The transitional service plan is federally required to be completed 90 days before the youth's eighteenth (18<sup>th</sup>) birthday.

### **Successful Adulthood Learning Plan**

The Successful Adulthood Learning Plan (Learning Plan) is an individualized plan based on the Life Skills Assessment results and strongly driven by the youth's input. Unlike the TP/SA, the youth and the contracted OYS provider develop the learning plan. The Learning Plan must include specific tasks that would aid the youth in meeting their independent living goals.

*Note: The TP/SA and TSP are connected and outline the transitional service needs of youth and young adults and "what should be accomplished." The Learning Plan provides a detailed description of the direct independent living service delivery and task of how youth will reach their independent living goals and "how it will be accomplished."*

### **Preventing Sex Trafficking and Strengthening Families Act of 2014**

The Preventing Sex Trafficking and Strengthening Families Act was signed into law on September 29, 2014, as public law 113-185. The law amends the Title IV-E foster care program to address trafficking, limits another planned permanency living arrangement (APPLA) as a plan for youth, and reauthorizes and amends Family Connections Grants and the Adoption Incentives Program (Children's Bureau, An Office of the Administration for Children and Families). <http://www.acf.hhs.gov/programs/cb/laws-policies/whats-new>

### **Room and Board (R&B) Funding**

R&B is a funding source to provide payment for housing support to youth who may need rental and utility assistance as they become independent of the system. R&B funds have a lifetime maximum cap of \$3,000 for assistance per eligible youth aged 18 – 23 who are accessing voluntary services.

### **Reentry**

Under the Federal Fostering Connections Act Indiana's Extended Foster Care Program, Collaborative Care allows youth who aged out of foster care at age 18 or older to return to DCS care and supervision voluntarily.

Youth must meet the Collaborative Care criteria to be eligible for reentry. Youth must sign the Voluntary Collaborative Care Agreement. A petition is filed along with the agreement, and the court retains jurisdiction over the Collaborative Care case until case closure.

### **Services**

#### **The Chafee Program Older Youth Services**



The Chafee Program Older Youth Services are independent living services provided to youth that will help them transition to adulthood, regardless of their permanency plan. Independent living services' activities are determined by the results of the Life Skills Assessment following the youth's referral for services. Youth receiving older youth services must participate directly in designing their program activities, accept personal responsibility for achieving independence, and have experiential learning opportunities. Older Youth Services are provided according to the OYS services standards by the OYS contracted service providers, LCPAs, and residential/group home providers depending on the age and placement of the youth. The contracted provider must administer older youth services utilizing the broker of resources model and other practice models that help support youth.

### **The Chafee Program Voluntary Older Youth Services**

The Chafee Program Voluntary Older Youth Services (Voluntary Services) is a continuum of older youth services reserved for youth no longer wards and who meet eligibility requirements. Services offered include individual case management based on the broker of services model, emancipation goods and services, and room and board funds.

### **Social Capital**

Supportive social relationships and networks

### **Successful Adulthood Services**

Successful adulthood services are designed to assist youth who will age out of foster care with the skills and abilities necessary or desirable to be self-reliant.

### **Trauma Informed Care**

Trauma-informed organizations, programs, and services are based on an understanding of the vulnerabilities or triggers of trauma survivors that traditional service delivery approaches may exacerbate so that these services and programs can be more supportive and avoid re-traumatization (SAMSHA, 2011).

[http://www.samhsa.gov/samhsaNewsLetter/Volume\\_22\\_Number\\_2/trauma\\_tip/key\\_terms.html](http://www.samhsa.gov/samhsaNewsLetter/Volume_22_Number_2/trauma_tip/key_terms.html)

### **Youth-Adult Partnerships**

In an authentic youth-adult partnership, partners have equal opportunities to utilize skills, make decisions, and independently conduct tasks to reach shared goals. Each acknowledges learning from the other. Optimally, a balance is created—among young people interacting with peers, adults interacting with other adults, and, importantly, young people and adults working together to reach common goals. ([Jones & Perkins, 2006](#))

### **Youth Thrive Framework**

The Youth Thrive Framework supports resiliency, positive youth development, and the neuroscience of brain development and its impact on healthy development and wellbeing. Five protective and promotive factors promote well-being and drive successful outcomes for youth.

### **Protective & Promotive Factors**

#### **Youth Resilience**

Managing stress and functioning well when faced with stressors, challenges, or adversity, building on individual characteristics, strengths, and interests.

#### **Social Connections**

Social connections are healthy, sustainable relationships with people, institutions, and the community that build trusting relationships.

### **Knowledge of Adolescent Development**

Understanding the unique aspects of adolescent development, including information on adolescent brain development and the impact of trauma; implementing developmentally and contextually appropriate best practices.

### **Concrete Support in Times of Need**

Understanding the importance of asking for help and advocating for oneself; receiving quality services (e.g., health care, housing, education) designed to preserve youths' dignity, provide opportunities for skill development, and promote healthy development.

### **Cognitive and Social-Emotional Competence:**

Acquiring skills and attitudes (e.g., executive functioning, character strength, future orientation, persistence, and positive emotions) that are essential for forming an independent identity and having a productive, responsible, and satisfying adulthood (Browne, Notkin, Schneider-Munoz, & Zimmerman, 2015)

## **C. Foundational Pillars of Older Youth Services**

### **1. Youth Voice**

To ensure services and the older youth services system remain youth-focused, the Department supports youth and young adults using their "voice." "Youth and young adult "voice" has come to be understood as the ideas, opinions, experiences, attitudes, knowledge, actions, involvement, and initiatives of young people and their meaningful inclusion in the creation and implementation of programs, policies, and practice." (Jim Casey Opportunity Initiatives).

Meaningful youth voice allows youth to plan and make decisions for themselves and shape older youth services programming and policy. Youth must have a significant role in their child and family teams, including identifying team members with precisely two adult supports. Youth will be involved in their case planning, Transition Plan for Successful Adulthood (TP/SA) and learning plan. Youth should develop their older youth services goals and objectives. FCMs must engage youth in understanding strengths and needs while developing their independent living skills.

Youth will have an opportunity to be involved in leadership opportunities that enhance their youth voice. Youth should be able to voice their opinion on direct DCS older youth services service, practice, and policy. Service Providers shall ensure youth participate in their agency OYS's continuous quality improvement projects and create community engagement opportunities.

### **2. Youth-Adult Partnerships**

Services alone are not enough to promote positive youth development. Indiana's older youth initiatives program supports youth-adult partnerships during case planning, implementation, and monitoring. DCS has identified older youth case managers with experience working with older youth and adolescents during this critical developmental stage. These workers understand trauma-informed care and specific practices that allow them to identify and address issues related to trauma,

grief, and [ambiguous loss](#) that youth aging out of foster care are likely to face. Additionally, these workers understand how having a healthy partnership throughout the case, including the development and implementation of the case and TP/SA, allows for specific corrective actions regarding the negative impact of trauma on the developing brain. By creating these partnerships and supporting healthy risk-taking through constructive, meaningful activities, Older Youth Case Managers also provide opportunities for older youth and adolescents to reverse the negative impact of trauma and ambiguous loss on the brain. An added benefit to youth-adult partnerships in the planning process is that the resulting plan is more effective due to the buy-in from the youth.

### 3. Teachable Moments & Healthy Risk Taking

While in care, youth will participate in experiential learning activities to support their growth and development in each outcome area or life skills. These activities will enhance a youth's life skills. Teachable moments focus on the youth's wants, needs, or interests. Service Providers shall engage youth in developing awareness of moments in their daily lives they can grow from. OYS Service Providers shall create opportunities for youth to discover, design, and consolidate their identity through healthy risk-taking. Teachable moments and healthy risk-taking support positive youth development. Service Providers shall allow youth to learn from their experiences to gain self-confidence, coping skills, self-regulation, and resiliency.

### 4. Relational Permanency/Social Capital

The Service Provider will assist youth with developing social supports and provide opportunities to increase social capital. Samuels (2008) identified relational permanency as a youth in foster care-related settings who need long-term emotional support. While youth and young adults are involved in foster care, efforts are made to enhance and develop existing relationships with adults whom youth trust or with whom trust could be strengthened.

Building the capacity of existing relationships to offer more empathic and insightful emotional support could provide essential resources for youth as they leave foster care and continue to deal with the emotions and questions raised by their experiences before and during foster care.

An essential aspect of older youth services is the impetus of interdependence. Interdependent living occurs when an individual depends upon others in areas where they cannot function independently. The goal is for young people to be able to reach out to and count on others for support to manage the experiences and tasks encountered in the world when they do not have sufficient skill, energy, confidence, and time to do it themselves ([Propp et al., 2003](#), as cited in [Samuels, 2008](#)).

### 5. Broker of Resources Model

Indiana's Older Youth service delivery method introduces the broker of resources model designed to 1) ensure youth have or establish ongoing connections with caring adults and 2) promote youth to develop as productive individuals within their community by the acquisition and maintenance of gainful employment, the achievement of educational/vocational goals, and the receipt of financial skills training. This model shall also aid in future program development and design for other resources to facilitate foster youth's successful transition to adulthood.

Another essential piece of older youth service is allowing youth to build and strengthen their social capital. Having diverse social relationships and networks is crucial to healthy development and

functioning ([Jim Casey, 2011d](#)). Collaborative care emphasizes assisting youth in creating social capital through interactions with family, peers, caring adults, and communities. Building social capital can be found in various aspects of case planning and implementation of services. Youth participating in Collaborative Care were unable to obtain legal permanency. Building social capital with the guidance of an OYCM allows youth to achieve relational permanency, securing opportunities for heightened positive brain development and a chance at a higher level of success after leaving foster care.

## 6. Social Networking

Youth participating in older youth services will develop interconnected relationships in the service network of caseworkers, foster parents, and other providers and the personal network of biological family and community support. Additionally, many of today's youth use social networking as one of their primary methods of communication. This communication medium offers an opportunity to broaden interaction, build rapport with Collaborative Care youth, and maintain contact that may otherwise be challenging. Alternative modes of contact allow the Service Providers an effective medium to share information quickly using technology.

Communication in this form continues to evolve, as should the methods utilized in communicating with the youth in Collaborative Care.

Communication between program youth, OYCMs, and Older Youth Service Providers shall be as effective as the channel used and not limited to Facebook, Skype, Instagram, Direct Messenger, Twitter, Google+, and text messaging.

With the assistance of social networking, opportunities may arise for the youth to gain contact and renew relationships that may have occurred before or during their time in foster care. With the youth's input, the Service Providers will promote healthy relationship-building to increase social capital. The Service Provider may also formally support the youth during Child and Family Team Meetings (CFTM).

### D. Older Youth Services Service Delivery

To support positive youth development, the FCM/OYCM and older youth service providers account for the unique needs of youth. Older youth services allow youth to learn from experiences and mistakes. These experiences and mistakes promote positive brain development when the adolescents' brains are in a state of plasticity, allowing youth to gain self-confidence, coping skills, self-regulation, and resiliency skills. Indiana's "broker of services" model for Chafee Independent Living Services supports older youth by being structured to allow for youth-adult partnerships in the planning process. The older youth services standards enable many individuals to role-model, teach, train, monitor, and particularly Independent Living (IL) skills. Youth can experience situations that build social relationships and networks (i.e., strengthen their social capital). The contracted Older Youth Services Provider is not solely responsible for the growth and development of the young person participating in services. Youth are supported by a team of people, including formal and informal connections. Finally, Indiana's Older Youth service standards account for differing levels of support to the youth depending on the youth's skill development and comfort level. Youth with less experience may require more guidance and face-to-face instruction time, while other youth may only need assistance occasionally with less guidance.

Older youth services are enhanced to encourage healthy development to support promotive and

protective factors to increase youth resilience. Using the Youth Thrive framework enables providers to deliver services that acknowledge youth's lived experiences that have produced stress and trauma. In doing so, Service Providers can focus on each youth's developmental needs and incorporate services that respond to the youth's interests and abilities. Service providers must build protective and promotive factors to reduce risk and improve development and wellbeing.

### 1. Transition Plan for Successful Adulthood

The Indiana Department of Child Services is responsible for ensuring that a Transition Plan for Successful Adulthood (TP/SA) is completed for every youth in foster care starting at 14 and every six months until the youth is discharged from care. Specific services in the TP/SA Plan include but are not limited to the youth's planning information: education and training, employment services and workforce support, housing, healthcare (including insurance), and available resources (local, state, and federal). TP/SA can be completed during the 30-day visit with the youth or during a youth-driven Child and Family Team meeting. Once the TP/SA has been completed, the youth must receive a copy of this plan.

Further guidance on older youth services is in the Older Youth Services policy, Chapter 11: Section 06 Transition Plan for Successful Adulthood.

### 2. Transitional Plan for Successful Adulthood

It is the responsibility of DCS to ensure that a Transitional Plan for Successful Adulthood is complete for every youth in foster care 90 days before the youth's 18<sup>th</sup> birthday. The plan is a comprehensive written document personalized for each youth transitioning out of foster care and into adulthood. The plan describes the youth exit strategies in supportive relationships, housing transportation, obtaining vital records, money management, education, employment, health care, and daily living. The Indiana Department of Child Services ensures that the transitional services plan for successful adulthood is completed within the required timeframe and developed with the youth. The transitional plan can be completed during the 30-day visit with the youth or during a youth-driven Child and Family Team meeting. Once the transitional plan has been completed, the youth must receive a copy of this plan.

Further guidance can be found in the Older Youth Services policy, Chapter 11: Section 06 Transition Plan for Successful Adulthood.

### 3. Older Youth Services

Youth participating in (The Chafee Program) Older Youth Services, Transitional to Adulthood Services (TAS), Voluntary Services, and Indiana's Extended Foster Care Program (Collaborative Care) shall be provided instruction, experiential learning, coaching, mentoring, and monitoring in services that include, but are not limited to the following:

- Education
- Employment
- Financial and Asset Management
- Physical and Mental Health
- Housing
- Activities of Daily Living

- Youth Engagement

Information on the service delivery of each outcome measure can be found in the Indiana Older Youth Services Service Standards.

#### *a) Transition Aged Youth*

Youths aged 16 or older with an APPLA case plan and expected to age out of foster care shall receive intensive older youth service delivery to support their successful transition into adulthood. In addition to the TP/SA and Transitional Plan for Successful Adulthood, the OYS providers will assist the youth with developing detailed plans in the areas of housing, employment, education, financial and asset management, and physical and mental health that will guide youth and young adults planning for self-sufficiency.

The OYS providers shall consistently assess transition-age youth in the outcome areas defined in the OYS service standards to ensure increased independent living skill development based on individual needs and abilities. The OYS providers shall provide services, resources, and information to help youth transition successfully from foster care into adulthood.

The intensive service delivery for transition-aged youth is to ensure preparedness to live independently with community support and understand how to navigate life. DCS and the OYS providers will assist youth in their transition out of foster care and into adulthood.

Further guidance can be found in the Older Youth Services policy, Chapter 11: Section 01 Older Youth Services.

### 4. Pregnant / Parenting Youth and Prevention

Youth who are pregnant/parenting shall receive information and planning on appropriate prenatal/postnatal care and shall be referred to services that address the individual youth's pregnancy and parenting needs. Such services may include but are not limited to Women, infants, children (WIC), The Father's Forever Coalition, healthy families, First Steps, Early Head Start, nursing family partnership, or childcare. Equal support is provided to expecting and parenting mothers and fathers. The father and mother should work together to share responsibility for the child's health, development, wellbeing, and support. As appropriate, regular contact between the child/ren and the absent parent/s shall occur in compliance with any court orders. The Service Providers shall collaborate between programs and individual community providers, which is essential for offering adequate, comprehensive support to enhance protective factors for youth in care who are pregnant or parenting. Financial support may be provided via state funding and community resources to the custodial parenting youth based on the needs of the youth and child.

The Service Providers shall promote preventative services such as pregnancy prevention, dating violence, and education on other risky behaviors such as substance use and abuse.

### 5. Youth with Developmental Disabilities

Per the Americans with Disabilities Act and Rehabilitation Act, DCS ensures youth with disabilities have an opportunity to benefit from older youth services that meet their developmental needs.

Due to the complexity and importance of the process, DCS has established practice guidance to aid OYCMs in the case management of youth transitioning out of foster care. Youths with disabilities transition plan and learning plan should address the OYS outcome measures tailored to a youth's developmental needs.

Youth who have a disability and developmental needs shall receive additional services and information that meet their specific needs. Services include but are not limited to reviewing eligibility for continued Medicaid, SSI benefits based on disability rules for adults, helping youth apply for SSI, and other special needs adult benefits and services a youth may be eligible for.

The OYCM or the OYS service providers shall link youth to supportive agencies such as the Bureau of Developmental Disabilities, local mental health agencies, vocational rehabilitation, and other local special needs providers. The OYCM or OYS service providers shall assist youth with disabilities in developing and increasing support while building social capital.

## 6. Youth with Mental Health

Youth with mental health needs are provided with individualized case planning and referred to mental health services through a DCS-contracted mental health provider. The mental health provider will work with the youth and their team to explore transitional services based on their level of need. DCS will ensure mental health service needs are identified on the 90-day Transitional Service Plan for Successful Adulthood and that youth have been linked to their local mental health service provider before case closure. To ensure their transition to long-term assistance before aging out of foster care.

The OYS provider will provide continued support to young adults by assisting with linking and navigating the adult mental health system. The OYS providers will provide mental health and wellness resources like telehealth, counseling, and life skills support.

## 7. Cultural and Religious Competence

The Service Provider must respect the culture of the youth with which it provides services. All staff who meet the youth must be aware of and sensitive to their cultural, ethnic, and linguistic differences. All staff must also be mindful of and sensitive to the sexual and gender orientation of the child, including lesbian, gay, bisexual, transgender, or questioning (LGBTQ) children/youth. Youth who identify as LGBTQ+ must receive services as stated in the principles in the Indiana LGBTQ Practice Guidebook. Staff will use neutral language, facilitate a trust-based environment for disclosure, and maintain appropriate confidentiality for LGBTQ youth. The guidebook can be found at: <http://www.in.gov/dcs/files/GuidebookforBestPracticeswithLGBTQYouth.pdf>.

All staff must respect the youth's religious preferences and cultural heritage. Alternative services to youth with a strong spiritual and cultural identity may support the youth's wellbeing. OYS Service Providers shall link youth to cultural activities, events, and informal networks that support their religious and cultural connections as they transition out of foster care, developing their social networks and increasing their wellbeing.

## 8. Annual Credit Reporting

Under federal law, youth fourteen and older have the right to receive a free copy of their consumer

credit report annually until discharged from foster care or extended foster care from one of the three (3) credit reporting agencies (CRA) each year until the youth is discharged from care. Youths are to have their credit report explained in an age-appropriate manner and inconsistencies resolved.

- Youth Ages 14 - 17  
Indiana Department of Child Services utilizes an electronic batch reporting process for youth 14 – 17 years of age who are in out-of-home care. Reports are processed monthly, capturing all youths during their birthday month and the month of their initial removal. The batch reporting process ensures that credit reports are conducted annually. Youth will receive assistance from their case manager in interpreting and resolving inaccuracies in their credit report.
- Youth ages 18 – 21  
Youths aged 18 – 21 who are in out-of-home placement, or an independent living placement will receive a credit report from each of the three (3) CRAs annually until they are discharged from care. The youth will receive assistance from the service provider in obtaining, interpreting, and resolving inaccuracies.

Each year, the Service Provider caseworker must assist the young adult in obtaining their credit report through the Annual Credit Report website [annualcreditreport.com](http://annualcreditreport.com). The Service Provider caseworker must review and explain how the young adult can dispute any inaccuracies and document the discussion in the case record. The Service Provider caseworkers should document their efforts in their monthly report NYTD service logs and communicate with the OYCM.

The OYS provider will meet with the youth / young adult to review the credit reporting process; the youth / young adults will sign a consent acknowledging that the OYS providers will assist in conducting credit checks annually. For a young adult who refuses to request a credit report, the Service Provider caseworker must communicate with the OYCM and document in the case file all efforts made to encourage the young adult to request a report.

Further guidance can be found in the Older Youth Services policy, Chapter 11: Section 01 Older Youth Services.

## 9. Transportation Services

Transportation services may be provided to youth in out-of-home foster care who have identified transportation as necessary to complete their independent living learning goals. More information on transportation service delivery can be found in the OYS Transportation practice guidance.

### *a) Driver's Education and Driver's License*

Youths interested in pursuing a driver's license or permit will be provided information explaining the driver's education and licensing process. Per Indiana state law, youth in out-of-home care may participate in driver's education and obtain a driver's license. Youth under eighteen must receive court approval for driver's education training before enrollment. Youths eighteen and older do not require court permission to take driver's education training and obtain a driver's license. Youths must sign the Agreement of Financial Liability for themselves.

The Bureau of Motor Vehicles (BMV) will waive the initial permit and driver's license fees if all requirements are met. The identification card fee will be waived for youth aged sixteen and older who do not have a valid Indiana driver's license.



Further guidance can be found in the Indiana Older Youth Services policy, Chapter 11: Section 5, Driver's Training and Driver's License.

## 10. Health Care and Health Care Coverage

DCS ensures all IV-E eligible youth between the ages of 16 – 21 understand the care and supervision of the Department and are enrolled in Medicaid. The Medicaid Eligibility Unit submits a referral to the Medicaid Foster Care Independence Program to ensure that youth who are not IV-E eligible receive Medicaid. DCS FCMs or OYCMs will continuously monitor medical services and engage youth through Child and Family Team Meetings based on the youth's cognitive ability. Youth will receive information on their medical diagnosis, treatment recommendations, and options. Medical planning for long-term support and stability will be identified on the youth transition plan for successful adulthood, and 90 days before the youth's 18th birthday, the FCM or OYCM will complete the Transitional Service plan.

Before case closure, DCS and the OYS Providers will engage the youth to assist them in understanding their health care coverage, identify their primary care provider, ensure youth know how to take care of their medical needs, and be provided a copy of their Medicaid card.

DCS ensures all eligible youth aging out of foster care on or after their 18<sup>th</sup> birthday receive continued Medicaid coverage until age 26 without submitting additional information. Youth are auto enrolled in Medicaid 15. The Service Providers shall work with youth to connect with their primary care provider and provide additional information and resources on their health care coverage. The Service Provider will assist the youth with their health care needs and guide them on accessing medical and emotional health care. Physical and mental health services include assisting youth with making medical appointments, coordinating services with their health care provider, and following up on appointments.

## 11. National Youth in Transition Service Outcomes

The Service Providers shall provide NYTD-related services to youth in out-of-home foster care that assist youth in transitioning from foster care to adulthood. These service elements will be reported within the DCS NYTD service log database. The Service Providers will provide older youth services and support to youth in these eleven categories:

1. Independent Living Assessment
2. Academic Support
3. Post-Secondary Educational Support
4. Career Preparation
5. Employment Programs or Vocational Training
6. Budget and Financial Management
7. Housing Education and Home Management Training
8. Health Education and Risk Prevention
9. Family Support and Healthy Marriage Education
10. Mentoring
11. Supervised Independent Living
12. Other Financial Needs

The Indiana Department of Child Services will collect outcomes via the NYTD survey of youth in or who have been in foster care on or around their 17<sup>th</sup>, 19<sup>th</sup>, and 21<sup>st</sup> birthdays. DCS will survey youth in the following six outcome areas:

1. Financial Self-Sufficiency
2. Experience with homelessness
3. Educational Attainment
4. Positive Connections with Adults
5. High-Risk Behavior
6. Access to Health Insurance

To ensure youth can participate in the NYTD survey, the Service Provider shall attempt to contact and maintain contact information for youth eligible for Chafee services between 18 and 23. More details regarding the NYTD survey elements and reporting can be found in the Service Standards.

### E. DCS/Provider Responsibilities & Chart

The chart below outlines the case management, placement supervision, and service responsibilities of DCS and OYS service providers. Youths aged sixteen (16) in traditional foster care placements with or without a case plan of APPLA will participate in older youth services. Youth aged seventeen and half (17.5) in traditional foster care placements with a case plan of APPLA and expected to age out of foster care will participate in transition to successful adulthood services. Youth will remain in these placements until they turn eighteen (18) and are ready to move to a less restrictive placement.

Youth can enter a voluntary collaborative care agreement or voluntary services once they are eighteen (18).

CHINS/Probation Placement		Agency Responsibilities			
		DCS FCM	Older Youth Service Provider	Budget	Other Contractor
Traditional Foster Care	Foster Home <ul style="list-style-type: none"> <li>• County</li> <li>• Relative</li> <li>• Unlicensed Court-Approved Placement</li> </ul>	DCS case management  Placement Supervision  Service referral and oversight	Older Youth Services (starting at age 16 years)	Budget 1	Other services as referred.
	Foster Home <ul style="list-style-type: none"> <li>• Licensed Child Placing Agency (LCPA)</li> </ul>	DCS case management  Service referral and oversight	Older Youth Services (starting at six months before placement transition)	Budget 1	Other services as referred.  LCPA provides: <ul style="list-style-type: none"> <li>• Older Youth Services (starting at age 16)</li> <li>• Placement Supervision</li> <li>• Case management at LCPA foster home</li> </ul>
	Group Home	DCS case	Older Youth	Budget	Other services as

		management  Service referral and oversight	Services (starting at six months before placement transition)	1	referred.  Group Home provides: <ul style="list-style-type: none"> <li>• Older Youth Services (starting at age 16)</li> <li>• Placement Supervision</li> <li>• Internal case management</li> </ul>
	Residential/Child Caring Institution (CCI)	DCS case management  Service referral and oversight	Older Youth Services (starting at six months before placement transition)	Budget 1	Other services as referred.  CCI provides: <ul style="list-style-type: none"> <li>• Older Youth Services (starting at age 16)</li> <li>• Placement Supervision</li> <li>• Internal case management</li> </ul>
<b>Transition to Successful Adulthood Services CHINS/Probation Placement &amp; CC Placements for Youth age eighteen or older</b>		<b>Agency Responsibilities</b>			
		<b>DCS FCM</b>	<b>Older Youth Services Provider</b>	<b>Budget</b>	<b>Other Contractor</b>
<b>Traditional Foster Care Services</b>	Foster Home <ul style="list-style-type: none"> <li>• County</li> <li>• Relative</li> <li>• Unlicensed Court-Approved Placement</li> </ul>	DCS case management  Placement Supervision  Service referral and oversight	Older Youth Services	Budget 3	Other services as referred.
	Foster Home Licensed Child Placing Agency (LCPA)	DCS case management  Service referral and oversight	Older Youth Services	Budget 3	Other services as referred.  LCPA provides: <ul style="list-style-type: none"> <li>• Placement &amp; Supervision</li> <li>• Case management at LCPA foster home</li> </ul>
	Group Home	DCS case management  Service referral and oversight	Older Youth Services	Budget 3	Other services as referred.  Group Home provides: <ul style="list-style-type: none"> <li>• Placement and Supervision</li> <li>• Internal case management</li> </ul>

	Residential/Child Caring Institution (CCI)	DCS case management Service referral and oversight	Older Youth Services	Budget 3	Other services as referred.  CCI provides: <ul style="list-style-type: none"> <li>• Older Youth Services (starting at age 16)</li> <li>• Placement and Supervision</li> <li>• Internal case management</li> </ul>
Traditional Foster Care Services	Shared Apartment / Housing - Transitional Housing	DCS case management Service referral and oversight	Older Youth Services  Placement supervision and fiscal responsibility	Budget 3	Other services as referred
	Own Apartment / Housing - Transitional Housing	DCS case management Service referral and oversight	Older Youth Services  Placement supervision and fiscal responsibility	Budget 3	Other services as referred
Collaborative Care CC Program Placement (youth aged eighteen or older with a CC agreement)		Agency Responsibilities			
		DCS OYCM	Older Youth Service Provider	Budget	Other Contractor
Traditional Foster Care	Foster Home <ul style="list-style-type: none"> <li>• County</li> <li>• Relative</li> <li>• Unlicensed Court-Approved Placement</li> </ul>	DCS case management  Placement Supervision  Service referral and oversight	Older Youth Services	Budget 2	Other services as referred.
	Foster Home <ul style="list-style-type: none"> <li>• Licensed Child Placing Agency (LCPA)</li> </ul>	DCS case management  Service referral and oversight	Older Youth Services	Budget 2	Other services as referred.  LCPA provides: <ul style="list-style-type: none"> <li>• Placement and Supervision</li> <li>• Case management at LCPA foster home</li> </ul>
	Group Home	DCS case management  Service referral and oversight	Older Youth Services	Budget 2	Other services as referred.  Group Home provides:

					<ul style="list-style-type: none"> <li>Placement and Supervision</li> <li>Internal case management</li> </ul>
	Residential/Child Caring Institution (CCI)	DCS case management  Service referral and oversight	Older Youth Services	Budget 2	Other services as referred.  CCI provides: <ul style="list-style-type: none"> <li>Older Youth Services (starting at age 16)</li> <li>Placement and Supervision</li> <li>Internal case management</li> </ul>
Older Youth Placement and Supervised Independent Living	Host Home	DCS case management  Placement Supervision  Service referral and oversight	Older Youth Services (Only as referred)	Budget 2	Other services as referred.  Host Home Adult provides: <ul style="list-style-type: none"> <li>Older Youth Services (Teachable Moments)</li> <li>Life Skills Assessment</li> </ul>
	College Dorm	DCS case management  Placement Supervision Service referral and oversight	Older Youth Services (Only as referred)	Budget 2	Other services as referred.
	Shared Apartment/Housing	DCS case management  Service referral and oversight	Older Youth Services  Placement supervision and fiscal responsibility	Budget 2	Other services as referred.
	Own Apartment/Housing	DCS case management Service referral and oversight	Older Youth Services  Placement supervision and fiscal responsibility	Budget 2	Other services as referred.
		<b>Agency Responsibilities</b>			
		<b>DCS IL Specialist or OYCM</b>	<b>Older Youth Service Provider</b>	<b>Budget</b>	<b>Other Contractor</b>

Voluntary Services	VSA referral  Service monitoring  Approval of Chafee funding for Room and Board and Emancipation Goods and Services	Older Youth Services  Connect youth to community services as needed	Budget 4	N/A
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## F. OYS Program Components and Potential Pathways to Interdependence

Indiana DCS has four program components to assist eligible youth with developing independent living skills and gaining interdependence. Below is the description of each program component and the pathways a youth may take once their case plan changes to APPLA.

- **Budget 1: Older Youth Services (ONLY)**

Older Youth Services starts at age 16 for youth in traditional foster care placements. Services are provided based on where the youth is placed.

- If a youth is 16 years or older and placed in a DCS foster home, a relative home, or a court-approved placement, DCS will make a referral for Chafee Older Youth Services. According to the Older Youth Services Service Standard, the Provider would receive the referral and provide Chafee Independent Living Services.
- If a youth is 16 or older, up to 6 months before transitioning out of placement, and is placed in a foster home supervised by a Licensed Childcare Placing Agency (LCPA), a Residential Facility, or a Group Home, the agency providing the placement supervision and case management is responsible for delivering older youth services according to the corresponding Older Youth Services service standard.

- **Budget 2: Collaborative Care: Services and Placement Supervision**

Includes placement costs and supervision for youth voluntarily agreeing to re-enter DCS placement and care. Services are defined in the older youth service standards and include assisting youth in their emergence into adulthood by extending support and services.

- Collaborative Care Services start when a youth enters a Voluntary Collaborative Care Agreement on or after age 18.
- The Older Youth Services Provider associated with Collaborative Care follows the Chafee Older Youth Service Standards with continued enhanced case management and services as defined in this document.
- Placement supervision services start once the youth enters a Supervised Independent Living placement.
- Supervision responsibilities of Older Youth Services Provider are outlined in the Older Youth Services Service Standards.
- All services continue until the youth leaves the Collaborative Care program on or before

the youth's 21<sup>st</sup> birthday.

- Youth who aged out of foster care and meet the eligibility criteria can re-enter foster care after the age of eighteen. Service delivery will be the same.

- **Budget 3: Transition to Adulthood Services and Placement Supervision**

Includes placement costs and supervision for youth for whom DCS has placement and care. Services are defined in the older youth service standards and involve preparing the youth to live interdependently and transition out of foster care by serving as a broker of services to connect youth to community service providers as defined in the service standards.

- Transition to Successful Adulthood Services starts at age 17.5 for youth with a case plan of APPLA and expected to age out of foster care and who meet the older youth services eligibility criteria outlined in the DCS policy.
- Older Youth Services Providers will receive a Transition to Successful Adulthood Services referral before initiating services.
- The Older Youth Services Provider associated with the transition to Successful Adulthood Services should follow the Chafee Older Youth Service Standards with enhanced case management and service delivery as defined in this document.

- **Budget 4: Voluntary Services (ONLY)**

Older Youth Services for youth aged out of foster care (including case management and limited financial assistance to support rent, utilities, and items to support independent living, i.e., Room and board) as defined in the service standards.

- Voluntary Services start once the youth's foster care or Collaborative Care case closes, and the youth meets the eligibility criteria outlined in DCS policy.
- Older Youth Services Providers will receive a Voluntary Services referral before initiating services.
- Voluntary Services administered must follow the Older Youth Services service standard.
- Services may continue until one day before the youth's 23<sup>rd</sup> birthday.
- Includes providing voluntary services to youth wishing to re-enter care until such youth have been accepted into the Collaborative Care program.

All four older youth services programs exist within the OYS ecosystem and offer a continuum of services and supports as youth participate in each program: older youth services, transition to adulthood services, collaborative care, and voluntary services. Below are potential pathways a youth may take as they age out of foster care. Where a youth falls on the older youth service continuum depends on various factors once a youth turns 16. These pathways are not absolute but provide a high-level view of the OYS ecosystem and how the continuum could work.

### **Older Youth Services Pathways**

#### **Pathway 1:**

#### **Older Youth Services "Only"**

This is the pathway of a youth who turns 16 in foster care with a case plan/permanency plan goal of reunification, adoption, or guardianship. The youth is referred to older youth services to gain independent living skills until they have achieved permanency.

- ❖ Note: If permanency is achieved at age 18 or older, the youth can participate in Collaborative

Care or Voluntary Services (See examples 2 & 3).

**Example 1:**

David entered foster care at age 12 and remained in foster care until age 16 with a case plan goal of adoption. David's case is transitioned to an OYCM and referred to older youth services. David's adoption is finalized at age 17; wardship is dismissed, and service ends.

**Example 2:**

David entered foster care at age 15 and remained in foster care until age 16 with a case plan/permanency plan goal of adoption. David's case is transition to an OYCM, and he is referred to older youth services. David turns eighteen in his pre-adoptive placement and is adopted shortly afterward. After case closure, at age 19, David decided to participate in Voluntary Services.

**Example 3:**

David entered foster care at age 15 and remained in foster care until age 16 with a case plan/permanency plan goal of adoption. David's case is transition to an OYCM, and he is referred to older youth services. David turns eighteen in his pre-adoptive placement and is adopted shortly afterward. After the **case** closure, at age 19, David decided to participate in Voluntary Services. While participating in Voluntary Services, at age 19.5, David decided he needed intensive services and entered Collaborative Care.

**Pathway 2**

Transition to Successful Adulthood Services	Collaborative Care	Voluntary Services
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This is the pathway of a youth who turns 17.5 in foster care with a case plan/permanency plan goal of APPLA. The youth is referred to Transition to Successful Adulthood Services to gain independent living and life skills needed to emerge into successful adulthood and transition out of foster care at the age of 18 or older.

**Example:**

Sheena entered care at age 11 and remained in foster care until age 16. Her case plan/permanency plan goal changed to APPLA, and she transitioned to an OYCM. At age 17.5, Sheena was referred to Transition to Successful Adulthood Services. Sheena turns 18 in foster care and chooses to participate in the Collaborative Care program. Sheena signed a voluntary collaborative care agreement and entered the collaborative care program.

Sheena then remained in the Collaborative Care program until she reached 21, when her case closed. Sheena then chose to participate in Voluntary Services until age 23 and services ended.

**Pathway 3**

Transition to Successful Adulthood Services	Voluntary Services
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This is the pathway of a youth who receives Transition to Successful Adulthood Services and chooses not to participate in the Collaborative Care program. In this instance, a youth participates in Transition to Successful Adulthood Services during their open CHINS/JD/JS case. After case closure, the youth chooses to participate in Voluntary Services.

**Example:**

William entered foster care at age 15 and remained in foster care until age 16. His case plan goal changed to APPLA, and he transitioned to an OYCM. At age 17.5 he was referred to Transition to Successful Adulthood Services. William turned 18 and remained in foster care until he reached age 19 when he decided to have his case closed and participate in



voluntary service. William participated in Voluntary Services until age 23, and services ended.

#### Pathway 4

Voluntary Services	Collaborative Care
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This is a pathway of a youth who aged out of foster care at age 18 and chose to participate in Voluntary Services after their CHINS/JD/JS case closed; then opted to re-enter foster care through Indiana’s Extended Foster Care Program - Collaborative Care. A youth must be eighteen or over and aged out of foster care to re-enter foster care into the Collaborative Care program. The illustration shows the youth re-entering foster care from Chafee Voluntary OY Services, but enrollment in Chafee Voluntary OY Services is not an eligibility requirement.

**Example:**

Harry enters foster care at age 17 and 11 months and turns 18 in placement. Harry’s CHINS case closed on his 18th birthday, and he decided to participate in Voluntary Services. Harry realizes he needs more support to transition into adulthood successfully and requests to re-enter foster care through the Collaborative Care Program. Harry re-entered foster care by signing the Voluntary Collaborative Care Agreement (VCCA) and began participating in Collaborative Care up to age 21.

#### Pathway 5

Transition to Successful Adulthood Services	Collaborative Care
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This is a pathway for a youth who may move from Transition to Successful Adulthood Services into the Collaborative Care program but opt out of participating in Chafee Voluntary Services.

**Example:**

Anisa entered foster care at 14.5 years of age and was placed with relative care. Anisa remained in relative care until age 16, her case plan changed to APPLA, and she was transitioned to an OYCM. At age 17.5, Anisa was referred to Transition to Adulthood Services. Anisa turned 18 while in foster care and chose to participate in the Collaborative Care program. Anisa participated in the Collaborative Care program until she reached 21 and chose not to participate in Voluntary Services.

## II. GENERAL REQUIREMENTS FOR TRANSITION TO SUCCESSFUL ADULTHOOD SERVICES

### A. Indiana’s Transition to Successful Adulthood Services

Transition to Successful Adulthood Services (TSA) provides youth and young adults who will age out of foster care with independent and interdependent skills, tools, and resources necessary in the areas of activities of daily living, education, employment, financial and asset management, housing, and physical and mental health to emerge into successful adulthood.

The provision of transition to successful adulthood services (TSA) is for older youth 17.5 years of age and older with a case plan of Another Planned Permanent Living Arrangement (APPLA) expected to age out of foster care. TSA is a highly intensive service delivery designed to meet the complex needs of youth and young emerging into adulthood. TSA will provide cross-systems coordination designed to facilitate transitional meetings comprised of the youth, DCS, natural supports, local system agencies, and community members. The Successful Adulthood team meeting will assist the youth with their individual successful adulthood learning plan (learning plan) by providing resources based on the

needs of the youth.

## B. Program Description

Candidates for TSA are current foster youth with an APPLA case plan, expected to age out of foster care at 18 or older and meet the eligibility requirements for older youth services.

- Youth ages 17.5– 21 who are in foster care as a CHINS or adjudicated delinquent with a case plan of APPLA and establishing a need for transition to successful adulthood services.

CHINS youth at age 17.5 with a case plan goal of APPLA will be referred to the transition to a successful adulthood services program. Probation youth aged 17.5 with a case plan of APPLA and who will age out of foster care will continue with services based on their placement.

Youth will remain in their current placement until they graduate high school, obtain their High School Equivalency (HSE), or turn eighteen. Ninety days before a youth turns 18, the FCM or OYCM will facilitate a transitional services plan for a successful adulthood meeting to determine the progress made in assisting the youth in preparing for independence. Once a youth has obtained their high school diploma HSE or turns eighteen, most will prepare to step down to a supervised independent living placement and may remain there until case closure. The FCM or OYCM will provide case management to the youth by conducting visits, case plans, transition plan meetings, facilitating child and family teams, and other DCS case management duties described in the policy.

## C. Service Description

TSA embodies a youth-focused service delivery system that values authentic youth engagement, centered around youth voice and driven by youth–adult partnerships. The service delivery in TSA should be:

- Chafee Older Youth Services and Supports
- Involve Authentic Youth Engagement
- Promote Protective Factors
- Comprehensive
- Incorporating a broad range of services and supports
- Individualized
- Coordinated at the systems and service delivery levels.
- Emphasize early identification of service needs and interventions.

The service delivery assists youth with transitioning into adulthood as they age out of foster care. TSA is meant to provide comprehensive, coordinated older youth services to youth and young adults who are intentionally guided toward successful case closure. The intensity of the service delivery will include:

- Wrap-Around Service Coordination
- Case Management
- Safety and Crisis Planning
- Comprehensive Assessments
- Comprehensive Learning Plan that addresses each OYS outcomes area
- Successful Adulthood Team Meetings.

The older youth services provided to youth and young adults will include independent living services necessary to meet the needs and goals of their learning plan. OYS providers are obligated to follow the

requirements of the older youth services. These requirements can be found in the Older Youth Services Service Standards. A description of the OYS Outcome areas and NYTD service elements can be found in the OYS Service Standards. DCS may also refer additional services to ensure the youth's behavioral health and social/emotional learning needs are being addressed. These services include but are not limited to:

- Home Based Therapy / Counseling
- Mental Health Services
- Vocational Rehab
- Parenting or Fatherhood Services

#### D. Service Delivery

When providing TSA, the OYS provider must fulfill the obligations of older youth services under the older youth service standards and the older youth services protocol.

- Referrals
- Youth Onboarding
- Life Skills Assessment
- Successful Adulthood Learning Plan
- Monthly Reporting
- Service Delivery
- Case Management
- Chafee Funding
- Foundational Pillars
- OYS Outcome Areas and NYTD Service Elements
- OYS Contracted Administrative Duties

The IL Successful Adulthood Coordinator has the additional specific responsibility for the following:

##### 1. Successful Adulthood Team Meeting:

The OYS Transitions Coordinator hosts transition team meetings every 60 days to review the youths' learning plan progress. The IL Successful Adulthood Coordinator will collaborate with the youth / young adults and OYCM to convene a successful adulthood team meeting within 60 days of the initial referral.

The successful adulthood team meeting will be conducted by the OYS Transitions Coordinator and facilitated or co-facilitated with the youth. The focus during the transition team meeting will be to:

- Review strengths
- Review successful adulthood learning plan goals, progress, and accomplishments.
- Address transitional service needs and barriers to success.
- Adjust goals and tasks as needed.
- Adjust face-to-face contact as needed!
- Building Supports
- Building Social Capital

## 2. Intensive Case Management:

The OYS Transition Coordinator will coordinate services with the youth and evaluate progress with the youth by tracking and adjusting independent living service needs.

### a) *Face-to-Face Contact with Youth*

The OYS Transition Coordinator will interact intensely with youth for the first 60 days. This will ensure the stabilization of services necessary to transition out of foster care. Intensive case management will be allowed for the first month of placement, with decreased supervision to build SA / IL home management skills and strengthen the youth's social network, resulting in increased social capital. Youth will have a supervision check-in either face-to-face or by phone call/text once daily starting the first month after the initial placement transition. After the first 60 days, the continued intensity of supervision will depend upon the youth's needs and will be determined by the youth and their team.

- (1) One (1) face-to-face contact per week during the first 60 days
- (2) One (1) check-in per week, i.e., phone call or text,
- (3) Ongoing face-to-face contact and check-ins with the youth / Young adults will be established during the initial successful adulthood meeting.

**Note:** Minimum contact is once (1) every 30 days.

### b) *Ongoing Communication*

The OYS Transition Coordinator will maintain ongoing communication/dialogue with the youth, OYCM, and other team members to ensure progress toward the learning plan goals and successful case closure.

The OYS Transition Coordinator will collaborate with the OYCM to ensure any services being changed or canceled are approved as necessary to meet the needs of the youth.

## 3. Supervised Independent Living Placements: Transition to Successful Adulthood Services

Youth / young adults who turn 18 while in out-of-home foster care and are expected to age out of foster care are eligible to be placed in a supervised independent living placement. More information regarding these placement types can be found under Section IV, General Requirements for Extended Foster Care – Collaborative Care.

### a) *Supervision*

The OYCM and the OYS provider will monitor youth in supervised independent living placements. As with traditional DCS placements, the

OYCM is responsible for face-to-face visits with the youth based on the minimum contact policy. The OYS provider will follow the guidelines for intensive case management, face-to-face contact, and check-ins.

b) *Services*

Youth and young adults placed in a supervised independent living placement while participating in TSA will receive intensive case management and services described in the OYS Service Standards and follow the guidance of the OYS Protocol. This also includes receiving services, furnishing, and startup supplies for an apartment.

4. **Broker Services**

OYS providers serving youth under the TSA program must adhere to the OYS Service Standards and the OYS Protocol. The provider must be able to provide and or coordinate independent living services to fit the needs of all youth within the older youth services array.

### III. **GENERAL REQUIREMENTS FOR EXTENDED FOSTER CARE – COLLABORATIVE CARE**

#### A. **Indiana Extended Foster Care Program: Collaborative Care**

Collaborative care allows older youth more freedom in decision-making and planning. Older youth in foster care often miss natural opportunities to practice decision-making, community engagement, and leadership ([Jim Casey, 2011b](#)). These missed opportunities restrict youth development and place foster youth at a distinct disadvantage from youth who can practice such skills. Additionally, foster youth often need more support in building and maintaining their social capital. Youth participating in collaborative care will move beyond participating in their DCS case by becoming partners. The youth's OYCM will focus on youth and the youth's transition from foster care with an emphasis and understanding of youth-adult partnerships. Part of the focus on transition will be partnering with the youth to build a social network through team building led by the Collaborative Care youth. The OYCM will also support the youth's self-constructed family unit (i.e., development of relational permanency).

#### B. **Program Description**

Candidates for Collaborative Care are current or former DCS wards that age out of foster care at age 18 and who meet at least one of the following conditions:

- Enrolled in a secondary education institution or a program leading to an equivalent credential, e.g., a youth aged eighteen and older are finishing high school or taking classes in preparation for a High School Equivalency (HSE) exam. OR enrolled in an institution that provides post-secondary or vocational education, e.g., a youth could be enrolled full-time or part-time in a university, college, or vocational or trade school.
- Participating in a program or activity designed to promote or remove barriers to employment, e.g., a youth could be in Job Corps, attending classes on resume writing and interview skills, or working with an Older Youth Service provider on skills for Successful Adulthood.
- Employed for at least 80 hours per month, e.g., a youth could be employed part-time or full-time

- at one or more places.
- Incapable of performing any of the activities described above due to a medical condition documented in the youth's case plan.

CHINS youth at age 16 with a case plan goal of Another Planned Permanent Living Arrangement (APPLA) will have a member of the Older Youth Case Management team present at the youth's CFTM to inform the youth on the Collaborative Care program, review the TP/SA and begin the transfer process from the FCM to the OYCM. Probation youth 18 years of age who choose to opt into Collaborative Care will have a team meeting with a member of the Older Youth Case Management team 90 days before the probation case closes.

Youth will remain in their current placement until they graduate high school, obtain their High School Equivalency (HSE), or turn eighteen.

Once a youth has obtained their high school diploma HSE or turns eighteen, most will prepare to step down to a Collaborative Care Placement and may remain in this placement for up to six months with the support of DCS. After these six months, the youth may choose to stay in foster care and receive support from DCS until they reach 21 years of age; at this time, they may choose to participate in Chafee Voluntary Older Youth Services.

Building, preparing, and maintaining Child and Family Teams is part of the Practice Model utilized by DCS staff to ensure that families and their support systems are engaged in the planning and decision-making throughout their relationship with the Department. Older youth may have multifaceted aspects of familial support ([Samuels, 2008](#)) relationships. Youth in Collaborative Care will be the foremost voice of the Child and Family Team (CFT). This team will be convened every six (6) months or at critical junctures as outlined in the TP/SA planning process; see policy 11.6 for further details.

Youth in Collaborative Care shall establish working relationships with the CFT characterized by behaviors that impart respect for human dignity, full disclosure of information, inclusion in the decision-making process, and an awareness of the appropriate use of Youth-Adult Partnerships. Facilitating quality Child and Family Team Meetings (CFTM), combined with ongoing work led by the youth, and supported by the family team, this model will be utilized to complete and renew the TP/SA Plan every six months. The youth led CFTM shall identify steps to transition out of Collaborative Care, including but not limited to the following:

- Post-foster care housing arrangements.
- Employment or methods of paying bills.
- Post-secondary education or training (if applicable).
- Physical and mental health care.
- Sources of support (i.e., supportive relationships and community support).
- Referral for enrollment in Chafee Voluntary OY Services for all youth turning twenty-one to begin services after the youth's Collaborative Care case is closed.

The CFT will convene to continuously assess the youth's needs for accessing healthy risk-taking behaviors and developing individualized goals.

### C. Reentry

Collaborative care allows youth previously in foster care to re-enter care after case dismissal. Indiana does not restrict reentry based on a youth's past experiences within the Collaborative Care program.

Youths must meet the Collaborative Care eligibility requirements before entering a VCCA.

The interested youth may initiate Reentry into care by contacting the DCS Hotline. (1-800- 800-5556). At the first point of contact, eligibility will be determined, and the older youth will be referred to local agencies/community services, voluntary OY services, and an OYCM to assist the youth with meeting any service gaps or needs that might be present until a Collaborative Care case can be opened.

In some instances, older youth may inquire about the CC program and may not be eligible for CC or any other DCS-related Older Youth services.

In such cases, the DCS contact shall ensure that the youth is provided information regarding how to access local agencies and community services that best fit that youth's specific needs.

#### 1. Service Provider Responsibility:

If a youth contacts a contracted Service Provider interested in re-entering care, the provider may initiate services through a Voluntary Service Agreement. The Service Provider is responsible for contacting the Older Youth Case Management Supervisor in their service area and ensuring that the youth call the DCS Hotline (1-800-800-5556) to begin reentry.

If a reentry youth is referred to a Service Provider by DCS, the provider should follow the service standard requirements for voluntary OY services until the youth has been accepted into the CC program. Particular attention should be given to reentry and returning voluntary youth to ensure that the youth's immediate needs (food, shelter, and clothing) are met.

### D. Supervised Independent Living - Collaborative Care Placements

Collaborative Care Placement settings are additional placement options for youth participating in Collaborative Care, created in the federal Fostering Connections to Success and Increasing Adoptions Act of 2008. These placements are directly supervised by DCS or the Older Youth Services Provider, as outlined below. Traditional Foster Care placements, Licensed Child Placement Agencies, Group Homes, and Residential facilities are placement options under Collaborative Care.

The Collaborative Care Placements include:

1. Supervised by DCS
  - a. Host Home
  - b. College Dorms
  
2. Supervised by Older Youth Services Provider
  - a. Supervised Apartments.
  - b. Shared Housing

A Collaborative Care placement must meet health and safety standards and be approved by the youth's OYCM. Youth in these placement types shall remain court dependents under the supervision of DCS. Supervised Independent Living Placements do not need to be licensed.

Once youth have met the Collaborative Care participation criteria, the following will be considered as the youth and the OYCM, along with the youth's team, plan for a step-down process to ensure that the youth is in the least restrictive placement according to their individual needs:

- The youth is 18 years of age.
- The youth has obtained secondary education credentials, including a High School Diploma or High School Equivalency (HSE).
- The youth's CANS score.

The OYCM will complete a Child and Adolescents Needs and Strength (CANS) assessment for youth to determine their placement needs. When completing a CANS assessment for Collaborative Care youth, the OYCM will answer questions with the youth in mind as the caretaker.

The results of the CANS assessment are considered by the youth, the youth's team, and the OYCM when discussing Collaborative Care placement options. Youth with a CANS score that shows they do not require a higher level of services or supervision will be most appropriate for shared housing, college dorms, or apartments. The CANS score is not the final determinant for placement. The youth makes the final determination, the youth's OYCM, and the youth's team.

Youths must maintain their Collaborative Care eligibility to continue a Collaborative Care placement.

## 1. Collaborative Care Placements Supervised by DCS

### a) *Host Home*

A host home setting is one where a youth resides in the home of a family/single adult (who may or may not be related), shares basic facilities, and agrees to basic expectations as established by both the Host Home and youth and detailed in the Collaborative Care Host Home agreement. This placement shall be used when an existing positive adult relationship has been identified by the youth or members of the youth's team by the youth's agreement.

Host Home settings shall be paid, court-approved placements. Host Home Adults shall undergo CPS and Background checks (including fingerprints). Host Home Adults shall provide interdependent living training that includes but is not limited to:

Providing food and shelter for the youth residing in the home; Displaying positive role modeling behaviors; Utilizing teachable moments that give the youth opportunities to engage in healthy risk-taking, fostering both positive and negative consequences; Adhering to the expectations of the Host Home Agreement resulting in positive and negative consequences; Establishing progressive and appropriate expectations based on needs and age of the youth.

Adults open their homes and hearts to young people seeking healthy and nurturing connections and a stable environment that meets their basic needs. During their stay in a host home, young people experience living with support, witness the give and take of living in a positive household and experience situations where their individual needs are respected and celebrated. This experience of sharing lives is challenging but powerful and a key element to the youth's future success.

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### *Supervision*

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The host home option is not required to be licensed and will be monitored by the OYCM. As with traditional DCS placements, the OYCM is responsible for face-to-face visits with the youth based on the



minimum contact policy.

Host Home adults shall be at least twenty-one years of age. A waiver may be requested by the OYCM and approved by the Older Youth Case Management Local Office Manager or the Older Youth Case Management Division Manager or designee for potential Host Home Adults under twenty-one.

The adults and youth will participate in youth and adult partnering/convening opportunities as offered.

Expectations of the host home placement will be discussed and agreed upon in the CFTM held before the youth's transition if the host home will be a change of placement for the youth. The following topics, which are included in the Host Home Agreement, shall be discussed:

- Physical description of space (Physical Environment Checklist).
- Refrains from discriminating against the youth based on race, religion, national origin, gender, disability, or sexual orientation.
- Respect for the expectations, roles, responsibilities, and consequences of youth and Host Home Adults.
- Frequency of services and provider visits/meetings
- Per diem and payments Services

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### *Services*

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Young adults participating in Collaborative Care receive older youth services specifically tailored to meet their transition plan goals and independent living needs. Services will be provided based on the OYS Service Standards and youth voice by the Older Youth Service Provider. The Host Home Adult will assist in facilitating services through cooperative communication with the OYCM regarding the areas of opportunity that arise. Host Home Adults will recognize teachable moments and help the youth budget funds, purchase personal items, and set up bank savings and checking accounts to promote and increase the youth's fiscal responsibility, as outlined in the Older Youth Service Standards.

The youth will determine the need for a referral to an Older Youth Service provider, with the guided support of the OYCM and Host Home Adult. If the youth is not employed 80 hours per month or enrolled in an educational or vocational setting, the youth must participate in services with an Older Youth Service provider to maintain eligibility for the Collaborative Care program.

#### *b) College Dorm*

A college dorm setting is where a youth can reside in a college dorm on or around campus as defined by the post-secondary university or college. The Department of Child Services will offer continuing support and services to youth whose goals include continuing their education while living on campus at one of the many states' publics/private colleges/universities.

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### *Supervision*

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The college dorm placement type is not required to be licensed and is supervised by the OYCM. Based on the minimum contact policy, the OYCM is responsible for face-to-face visits with the youth. The

OYCM is assigned to the youth based on the youth's county of residence rather than the court of jurisdiction. Efforts are made to schedule court dates in a manner that does not interfere with the youth's school or work. The OYCM is responsible for securing transportation to court hearings.

The need for a referral to an Older Youth Service provider will be determined by the youth with the guided support of the OYCM. Collaborative Care youth must enroll in an educational or vocational setting to remain eligible for the Collaborative Care program.

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## Services

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Young adults participating in Collaborative Care receive older youth services specifically tailored to meet their transition plan goals and independent living needs while they are pursuing their post-secondary education. Services will be provided based on the OYS Service Standards and youth voice by the Older Youth Services provider. The OYCM is responsible for monitoring all services provided to the youth. The Older Youth Service Provider may work with the youth if the youth and OYCM decide a referral is needed. The provider will work with the Education and Training Voucher (ETV) program Specialist to ensure the youth is not receiving duplicate services. Youth who choose to live in a dorm setting will receive a per diem from DCS through the college dorm placement program.

### 2. Collaborative Care Supervised Independent Living Arrangement Supervised by the Older Youth Services Provider

#### a) Apartment

A supervised apartment setting allows youth to reside in an apartment, leading to long-term housing after their Collaborative Care case closes. In this setting, youth live alone and learn practical, successful adulthood / independent living skills with the assistance of the Older Youth Service Provider and the youth team.

A CHINS or adjudicated juvenile delinquent youth who has reached the age of 18 may qualify for an apartment setting. Eligible youth must consent to meeting with their OYS case manager and OYCM as required and follow all placement rules.

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## Supervision

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The supervised apartment setting is not required to be licensed and will be monitored by the Older Youth Service Provider. As with traditional DCS placements, face-to-face contact is a requirement between the Collaborative Care youth and OYCM based on minimum contact policy.

Before moving into an apartment setting, a CFTM will be conducted to address the youth's skill level and needs. Based on the CFT's discussion and the TP/SA plan, the youth and Older Youth Service Provider will devise an SA Learning Plan outlining services. The Collaborative Care youth's rights and responsibilities will be discussed and agreed upon in the CFTM before the youth's transition. The following topics shall be addressed:

- Youth’s participation in services, including home visits.
- The expectations, roles, responsibilities, and consequences of youth, Older Youth Service Providers, and OYCM, including frequency of services and provider visits/meetings, payment of rent and utilities, and Emergency protocol/planning.

The OYS providers will conduct intensive case management for the first month (30 days) of placement. Ongoing contact will be a minimum of 1 time every 30 days unless the referring OYCM provides a different plan, or the youth and their team develop an alternative plan.

Note: Youth transitioning from residential facilities or group home settings may receive special consideration for this placement type based on the recommendation of the youths’ team, and meetings may be adjusted to meet the needs of the youth.

Intensive case management will be allowed for the first month of placement, with decreased supervision to build SA / IL home management skills and strengthen the youth's social network, resulting in increased social capital. Youth will have a supervision check-in either face-to-face or by phone call/text once daily starting the first month after the initial placement transition. After the first 30 days, the continued intensity of supervision will depend upon the youth’s needs and will be determined by the youth and their team.

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### *Services*

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Young adults participating in Collaborative Care receive older youth services specifically tailored to meet their transition plan goals and independent living needs while placed in a supervised apartment setting. Older Youth Services delivery will use the broker of resources model to assist the youth in locating affordable and safe housing and provide home maintenance services as described in the OYS Service Standards and NYTD Service Elements. The Older Youth Service Provider shall ensure that the youth have a bed, sofa/love seat, basic kitchen supplies, access to a phone, food, and personal hygiene items upon entering the placement. Additional furnishings may be purchased by the youth that may not be reimbursable by DCS.

Note: Replacement furnishing may be purchased by the OYS provider during case progression and based on the youth's needs. The OYCM Supervisor, OYCM Division Manager, or OYCM Local Office Director must approve replacement furnishing.

Youths placed in an apartment setting must be able to reach the contracted OYS Service Provider and contact the DCS hotline 24/7 in an emergency.

#### *b) Shared Housing*

A shared housing setting is where a youth can reside in an apartment with a roommate. The roommate may or may not be a sibling and does not have to be a ward of the state. DCS will cover the youth's share (percentage based on the number of roommates) of documented rent, utilities (gas, water, electric, and telephone), food, clothing, and personal hygiene expenses.

A CHINS or adjudicated juvenile delinquent youth who has reached the age of 18 may qualify to participate in this placement type. Eligible youth must consent to be under the supervision of the

Juvenile court, meet with their case manager as required, and follow all placement rules.

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### *Supervision*

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The shared housing placement is not required to be licensed and will be monitored by the Older Youth Service Provider. As with traditional DCS placements, face-to-face contact is a requirement between the Collaborative Care youth and OYCM based on minimum contact policy.

A Collaborative Care youth may share housing with one or more relatives or non-relatives. The other individuals living in the residence may or may not also be under the placement and care of DCS. All tenants should be listed on the lease.

Note: Youth may not be placed in a shared housing setting with their custodial and legal parent.

Before moving into an apartment setting, a CFTM will be conducted to address the youth's skill level and needs. Based on the CFT's discussion and the young adults' readiness, a plan will be developed by the youth, their OYCM, and their older youth service provider outlining housing services. The Collaborative Care youth's rights and responsibilities will be discussed and agreed upon in the CFTM. The following topics shall be addressed:

- Youth's participation in services, including home visits.
- Roommate or roommate's acknowledgment and agreement to monthly visits from the OYCM and development of protocol for visits
- The expectations, roles, responsibilities, and consequences of youth, Older Youth Service Providers, and OYCM, including frequency of services and provider visits/meetings.
- Payment of rent and utilities
- Emergency protocol/planning

Intensive case management is expected for the first month of placement. Unless otherwise directed by the referring OYCM. Youth placed in a shared housing setting will receive intensive case management under a supervised apartment setting.

Note: Youth transitioning from residential facilities or group home settings may receive special consideration for this placement type based on the recommendation of the youths' team, and meetings may be adjusted to meet the needs of the youth.

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### *Services*

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Young adults participating in Collaborative Care receive older youth services specifically tailored to meet their transition plan goals and independent living needs while placed in a shared housing setting. Services will be delivered as described in a supervised apartment setting – services.

#### *c) Furnishing and Startup Supplies*

The Older Youth Service provider will provide furnishings for youth in a supervised apartment or shared housing setting. The furnishings may be new or used but must be in good condition and must include, but are not limited to, the following:

- Bed and bed linens
- Dresser
- Desk or table with chairs
- Couch (no more than \$500)
- A Telephone (landline or cellular)
- Kitchen furnishings (pots, pans, cooking and eating utensils)
- A Television (32" to forty" no more than \$130.00)

The Older Youth Service provider will provide startup costs/supplies for the youth in a supervised apartment or shared housing setting. These startup costs/supplies may include the following:

- Utilities
- Cleaning Supplies
- Toiletries
- Groceries
- Renters' Insurance

Note: Youth in a shared housing setting will not receive 100% furnishing and startup supplies. The OYS provider and OYCM will assist the youth in negotiating with their roommate about what cost will be attributable to the youth. The OYS provider, on behalf of DCS, will only provide 50% of the cost.

#### *d) Leases*

The Older Youth Service Provider will negotiate with each landlord the following arrangements:

- The youth should be able to qualify for a lease without the Service Provider.
- The Service Provider shall provide a letter of financial support to the landlord or leasing company to ensure payment while the youth participates in collaborative care. If the youth moves out of the housing or the youth's collaborative care case is closed, the letter of support will end.
- The youth shall have the right to renew the lease, without assistance from the Service Provider, after their participation in Collaborative Care ceases.

The Service Provider will sign or co-sign a lease when the youth cannot qualify. The Service Provider may opt into a corporate lease agreement for the youth. If the youth move out of the housing, their name will be removed from the lease, and the Service Provider shall be solely liable to the landlord after the youth moves out.

DCS shall not be responsible for rent accruing during any period (including partial months) beyond the last day of the month during which the youth vacate the space. Such amounts are not reimbursable.

The Service Provider shall not arrange for youth to obtain a lease in which they cannot remain after their participation in Collaborative Care ceases.

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