Upon return of the signed agreement, DCBS DPP central office will be shared with OLS, and DCBS DAFM.

* Foster care per diem starts first day of the month the Relative Caregiver Agreement was signed.

Relative/fictive kin can receive other services/supports through public assistance programs and resources known to DCBS DPP central office staff (see SOPs 4.4 and 4.5).

DAFM staff will set up foster care per diem and Medicaid for child(ren).

* Relative Placement Billing Invoice will be required each month for the foster care per diem.
* Eligibility includes possible child care, clothing, and special expenses afforded any foster child.

Personal contact to the kinship support hotline or intra-agency referral to kinship support hotline email inbox

* DCBS DPP central office staff documents information from the referral and researches case.
* 45-day timeframe for eligibility determination

**Eligible:** DCBS DPP central office sends a Relative Caregiver Agreement and Relative Placement Billing Invoice for each child.

**Nine Month Case Review:** OLS will petition court to grant relative permanent custody or fictive kin legal guardianship in coordination with DCBS.

**Permanency Change**: Upon reunified of the child with home of origin, permanent custody by the relative, or legal guardianship by the fictive kin, the foster care payment ceases. OLS or DCBS DPP staff provides documentation, including court order, to DAFM to authorized stopped payment.

**Not Eligible:** DCBS DPP central office will send notice of ineligibility to an unqualified relative/fictive kin caregiver.