



**CABINET FOR HEALTH AND FAMILY SERVICES**  
**Department for Community Based Services**  
**Division of Protection and Permanency**

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**Eric C. Friedlander**  
Secretary

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Commissioner

**PROTECTION AND PERMANENCY INFORMATION MEMORANDUM 22-06**

**TO:** Service Region Administrators  
Service Region Administrator Associates  
Service Region Clinical Associates  
Regional Program Specialists  
Family Services Office Supervisors

**FROM:** Kelli Root, Assistant Director  
Division of Protection and Permanency

**DATE:** May 4, 2022

**SUBJECT:** Challenges surrounding placement stability and placement capacity

The purpose of this information memorandum is to provide guidance and information to staff surrounding challenges meeting the placement and treatment needs of children and youth across the continuum of care. Staffing shortages, youth with high levels of medical and mental health acuity, and limited resources have contributed to unprecedented challenges surrounding placement stability and placement capacity.

The Cabinet for Health and Family Services, Department for Community Based Services (CHFS, DCBS), is currently working to address both short and long-term solutions for these challenges. In the short-term, sitter services have been approved to support supervision of children/youth who are in unlicensed settings as they await placement.

If a child is without a placement, DCBS staff should submit placement referrals as often as the child/youth's behaviors and needs can be assessed. Although agencies may initially reject a child/youth, home environments and milieus change as children/youth transition out, which would allow an agency to later accept. It is crucial that the [DPP-886A Application for Referral and Needs Assessment](#) is updated as circumstances change to provide placement providers with all available and up-to-date information.

DCBS is also partnering with stakeholders to develop strategies for long-term, sustainable change. Several workgroups are underway to address the challenges in placements across the continuum. In addition, Aetna SKY is a valued partner in placement preservation for children/youth that are in jeopardy of disruption, and, if possible, they should be involved in any preservation/disruption meetings.

To support placement stability in the near term, DCBS may consider an enhanced rate for individual children/youth on a case-by-case basis. An enhanced rate may be considered for children/youth who are:

- Currently without a placement and in an office or hospital. DCBS must obtain information from the provider or foster home regarding service provision and supervision plan, in writing, to consider an enhanced rate.
- At risk of disruption AND are currently receiving therapeutic services at a rate above the minimum required in the private child-placing/private child-caring (PCP/PCC) agreement.

To request the enhanced rate, DCBS staff should complete the [Payment Authorization for Supportive Services](#) form. The PCP or PCC should provide documentation that supports the completion of the Special Expense Request form. The Special Expense Request form should be sent through Kristin Breeden, Acting Out-of-Home Care (OOHC) Branch Manager, to Kelli Root, Assistant Director.

As this is a challenging time for DCBS, providers, and stakeholders statewide, DCBS values your dedication to the children/youth and families that we serve. We ask for your continued collaboration as we address challenges that are present in child welfare systems across the United States.

If you have questions regarding this memorandum, please contact  
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