



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

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Governor

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Commissioner

### **Contract Correspondence Transmittal (CCT)**

<b>CCT Number: 22-08</b>	<b>Date of Issue: August 9, 2022</b>
<b>Issuance: Division of Protection and Permanency, Department for Community Based Services, Assistant Director Kelli Root <i>KR</i></b>	
<b>Key Words/Phrases: Enhanced rate</b>	
<b>Attachments/Forms: Special Expense Request form</b>	

The intent of this correspondence is to provide additional guidance and clarification related to the enhanced rate for individual youth. As previously stated in CCT 22-03 in order to support placement stability, DCBS may consider an enhanced rate for individual youth. **The enhanced rate should be utilized to preserve and stabilize placement and assist youth who are currently without a placement for a short period of time.** Unless specified on the original approval all enhanced rates will be reviewed every 90 days. If it is determined an enhanced rate is still warranted after 90 days an updated memo and documentation will need to be submitted. If a second memo is completed the documentation should be reflective of the additional services and the continued need which justifies the enhanced rate.

1:1 support will be considered on a case-by-case basis and will be reviewed every 30 days to determine ongoing need. In situations where 1:1 support is being requested, information from the supervision plan is required and needs to include how many hours a day, how many days per week, who will be providing the support, and the hourly rate of the provider.

Enhanced rates cannot be backdated from the date approved by the Director's office and DAFM. DCBS will need information from the provider or foster home regarding the plan for support, service provision and supervision plan in writing to consider an enhanced rate. The documentation is needed for justification in the event of an audit.

Additional information that we have found helpful to include with the request:

- Detailed breakdown of how the enhanced rate will be spent for services and supervision that will go beyond the PCP/PCC contractual agreement
- Placement Summary
- Any recent discharge summaries/two-week notices

- Therapeutic recommendations/letters from providers
- 886A and placement searches/rejections
- IEP or any IQ/Adaptive testing *if applicable*
- Diagnosis/Medication/Behaviors (with emphasis on the behaviors/needs that require additional support to keep the youth safe)

Enhanced rates are not to be utilized for adoption subsidy negotiation. Guidance for special exception to the Cabinet's monthly adoption subsidy can be found in SOP 13.39.

<https://manuals-sp-chfs.ky.gov/chapter13/Pages/13-39.aspx>

These requests are completed and submitted by the child's DCBS worker and approved by the Director of DPP and the Director of DAFM. If you have further questions, please contact Kristin Breeden, OOHC Branch Manager [kristin.breeden@ky.gov](mailto:kristin.breeden@ky.gov).

Please forward this communication to relevant agency staff.