SACWIS KPIP Webinar

Questions and Answers

Q: If I get an application and do it between now and June 16th, I enter the application, but I do not pay them? Will that happen once it rolls into SACWIS?

A: That is correct. Per policy, do not make any payments to caregivers after June, 1st, 2017. Payments will need to be generated through SACWIS after July 1st. Please continue to enter payments that have been made to caregivers prior to June 1st. You will have through June 16th to add these to the web tool. Please do not add anything after June 16th in order to avoid conversion issues.

Q: Payments will be late for the people in June correct?

A: Yes.

Question: Will this conversion to SACWIS generate any requirements for case management aspects, such as monthly visits with the provider and child?

Answer: No it will not.

Question: Will notes form the KPI Web tool be converted to the SACWIS narrative screen?

Answer: They are not being converted initially, however we will be looking at converting these at a later date.

Question: Will there be 2 providers created if they receive KPI for 2 children?

Answer: 1 provider and those 2 children can either be on 1 application or 2 depending on timeframes and when they apply for each child.

Question: What if the person doesn't have a Provider ID? We will need to create a Provider record for each person?

Answer: Yes, a Provider will need to be created for the Kinship family.

Question: If a county normally processes their payments at the beginning of each month, i.e. the first week of June, how will these be paid to legal custodians?

Answer: Payments will be generated within SACWIS by county staff. Payments will be made to caregivers within 7 to 10 days of being generated from the State.

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Question: What dates does OAKS process payments? Are there cutoff dates with OAKS?

Answer: No, not for KPIP payments.

Question: How long does it take after the application has been approved and completed for the provider to receive payment?

Answer: Payments must be generated by the counties and once payment is created, it will take 7-10 days for the payment to be received.

Question: If a Provider exists, do you have to add a new inquiry for KPIP?

Answer: If the existing Provider does not have a Provider Type of Kinship-Relative or Kinship-Non-Relative, an inquiry will need to be completed to add this Provider Type. This is the only scenario where a new inquiry will be required.

Question: Is OWF listed as income for the caregiver and not the child?

Answer: Correct.

Question: If the child is in receipt of SSI or SS auxiliary benefits, is that recorded under the caregiver? What if child is employed and has income? If the caregiver receives child/spousal support for any child other than the kinship child, will that also be entered in the gross income?

Answer: If the child is receiving income other than Child Support, this is not counted as income. Per rule, if a minor is working, their earned income does not count towards the family income. If the Caregiver is receiving Child Support for a minor child other than the Kinship child, the Child Support received should be added for that child in the KPIP Member list. This will not be entered as the Caregiver's Gross Income.

Question: Is the $100.00 in OWF and SSI/AA a disregard amount and should the actual amount be used?

Answer: There is only a $100.00 disregard for Child Support Received. There is no disregard for OWF, SSI or AA. The system will calculate this disregard.

Question: Are the income amounts entered as a monthly amount?

Answer: Yes.

Question: What types of income are AA and FCM?

Answer: Adoption Assistance and Foster Care Maintenance.

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Question: If the wife is only given legal custody on the court paperwork, is the spouse's income counted?

Answer: Yes per rule.

Question: Do you add income or SSI for a caregiver's parent or friend and child living in the home?

Answer: Only the members of the family, as defined in 5101:2-40-04 (caregiver, spouse, and all minor children that they are responsible for) are included in the family count and income calculation. The caregiver's parent would not be included.

Question: If Child Support received for the nephew is $25.00, do we divide in half?

Answer: No. This would not be considered Countable Income as it is under the $100.00 disregarded amount.

Question: If you make an error and don't notice it until after you determine eligibility or if the situation changes, can you re-determine?

Answer: Once eligibility is determined, if the user changes any eligibility information that changes the determination, upon save or process approval, the user will get a validation message. 'Eligibility requirements have been changed, eligibility must be recalculated by clicking the Determine Eligibility button'.

Question: In the current web tool if there are 3 kinship children, workers have to process each child individually. With the change to processing in SACWIS, will workers be able to process all 3 kinship children at once?

Answer: Yes, that is correct.

Question: Is the requirement for household members over 18 having to be fingerprinted and approved part of a new requirement?

Answer: No, it is a requirement of the home assessment which is part of the current process.

Question: When the KPIP child becomes 18, does he need to be fingerprinted when he becomes 18 years old?

Answer: Yes, as he is considered an "adult" at that time.

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Question: Are we getting a new application to send out to Kinship families or do we continue to use the application we have now?

Answer: There is a revision currently in process for a new application. Use current application until new one is released.

Question: Is there a report function to print out the approved application and put it in a paper file?

Answer: There are 3 reports that can be generated off of the application in SACWIS. The Approval, Denial, and Incomplete Letters to send to kinship families. We can add an enhancement to be able to generate a report for the approved application.

Question: How will the applicant know if they are approved? Is there an automatic approval notice sent?

Answer: There is a forms generation icon on the application screen. You will be able to generate the approval letter from there.

Question: Will approval letters be able to be generated through SACWIS?

Answer: Approval, Denial and Incomplete letters will be able to be generated through SACWIS.

Question: Are we still required to mail out disposition notices (approved/denied) or will it be done automatically at the state level?

Answer: It is still required for the counties to mail these out.

Question: Are there going to be any reports in the Administration tab for KPIP?

Answer: KPIP Expenditure will be available under the Admin->Reports->Fiscal area of SACWIS.

Question: Do we have to add a new application every six months in order to generate a new payment?

Answer: Yes a new application has to be added, but some of the information from the last application pulls into the next application.

Question: Does any of the information entered for the initial application pre-populate for redetermination applications? Or do we start all over?

Answer: Some of the information does pre-populate. Not all.

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Question: If there are biological children in the home, would they be identified as "other"?

Answer: Yes.

Question: On the web tool, we had the ability to choose Kinship child. This is not listed as such in SACWIS.

Answer: This is identified by the Member Status of Legal Custody or Legal Guardianship.

Question: If one kinship caregiver received legal custody, was approved for KPIP, received 2 payments, then 'lost' custody to a different kinship caregiver, is the second caregiver/custodian eligible to apply only for the payments remaining for that child, or can they do an initial application of their own?

Answer: They do an initial application of their own for that child, and have the full amount of payments for themselves (8).

Question: If an active provider is a foster/adopted case (but not from your originating agency) once cannot change the provider profile (address, etc.) so how do we go about getting the profile updated in SACWIS?

Answer: This would be done by contacting the agency for that provider.

Question: Will this operated like AA subsidies? Will the counties be reimbursed or will the state be paying providers directly?

Answer: The state will be paying the providers directly.

Question: Is the 6 months after the approval date or the application date?

Answer: The 6 months timeframe is from the approved date.

Question: How early will you be able to enter re-determination into SACWIS? With us getting applications out 30 days prior to when re-determination is due, applications tend to come in early.

Answer: You will be able to add the application and determine eligibility prior to the 6 month window, but you will not be able to approve the application until 6 months from the last application's Approved Date.

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Question: Will the payee have to provide a cancelled check to enroll in direct deposit?

Answer: The payee will need to provide banking information, not necessarily a cancelled check.

Question: Can we request the checks be mailed directly to our agency instead of the payee? Or will the payment need to be mailed directly?

Answer: This isn't set up to work this way in the new functionality. Face to face meetings will be eliminated in the future with new rule.

Question: Are we no longer required to obtain any signatures for the KPI program that will now be set up in SACWIS?

Answer: The JFS 1501 (Application) does not require any agency signatures. Rule 5101:2-40-04 does not require that the supervisor approve the application. Approval authority for KPI is determined by the county PCSA.

Question: What is an example of a reason someone being labeled fraudulent?

Answer: Incorrectly reporting income or household members are just a few reasons someone could be labeled fraudulent.

Question: Can the Kinship caseworker approve the application or does it have to through (routed) to a supervisor?

Answer: Anyone with the Eligibility Specialist Supervisor role will have to final approval authority for the application.

Question: When a caregiver moves to a new address, an assessment of that new home is required. How is that to be recorded in SACWIS?

Answer: Currently this will be recorded as the checkbox on the application that says a PCSA has completed a home assessment. In the future with the Kinship Assessment going into SACWIS, this might change.

Question: Do you deny the application while waiting for the additional information needed or do you leave the application in pending status until you receive the information?

Answer: Leave the application in pending if it is still within the established guidelines given on the letter of Incomplete. After the established return date is expired, you would need to regenerate the Notice of Incomplete.

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Question: Are there time limits on how long the applicant would have to return the information before denying the application?

Answer: Per policy, 10 calendar days from the date of the notice of Incomplete Application was sent.

Question: How will counties handle BCII payments for KPIP families?

Answer: This process will not change.

Question: Is there any need to print SACWIS screens for the file?

Answer: If you are referring to a county audit, you will need to refer to your internal policies to ensure that your files contain any documentation necessary. There currently no state audits conducted on KPIP.

Question: Will there be a letter provided for us to send to the caregivers to advise of the ability to set up EFT?

Answer: This will be up to the county agency.

Question: A KPI child is eligible for KPI up until the age of 19 years old as long as verification is provided that he/she is in school full time. Is this still the case or will this rule change?

Answer: This will still be the case. There were no changes to this in the revised rule.

If your Agency has questions pertaining to the KPIP functionality in SACWIS, please feel free to contact SACWIS Helpdesk:

SACWIS_HELP_DESK@jfs.Ohio.gov
1-800-686-1580.