

# Kansas System of Care Flexible Funds Policy

The Kansas System of Care (SOC) Flexible Funds Policy is created for youth and families currently enrolled in SOC. This policy is designed to allow for flexibility to serve youth and their families based on their individual need. Funds can be utilized as a resource of last option to make a one-time purchase of services, supports, and/or resources that are tied to the youth's plan of care within a federal fiscal year (October-September). The use of flexible funding is determined by the local service provider and the Kansas Department for Aging and Disability Services (KDADS) SOC Project Director and Principal Investigator. If the flexible fund request is not addressing a unique need of the youth and their family, then it is not an appropriate use of flexible funds.

## System of Care Eligibility

Youth (ages 3 through 21) with serious emotional disturbances (SED) and their families who reside within one of the four partnered community mental health centers' catchment area: Butler, Finney, Ford, Grant, Gray, Greeley, Hamilton, Hodgeman, Kearny, Lane, Morton, Scott, Stanton, Sumner, Wichita, and Wyandotte counties.

## Parameters for Flexible Funds Requests

The youth and their family must be enrolled and actively participating in SOC to be eligible to receive flexible funds. The request must support the youth's current treatment goals and objectives, is time limited and designed to promote the self-sufficiency of the youth and their family, and must be documented in their service record. There must be clear documentation on the request form of need and explanation of how flexible funds aid in positive outcomes. The youth, parent/legal guardian (if applicable), and the site's SOC Project Coordinator must sign the request indicating these parameters have been met. The site CBS Director must then approve the request before submitting to KDADS. The request form must be completed in its entirety and all receipts and supporting documentation must be attached for consideration. The KDADS SOC Project Director and Principal Investigator have final approval authority. If the request is approved, the local site will issue payment directly to the vendor/provider then request reimbursement from KDADS. A copy of the payment receipt must be provided to receive reimbursement.

## Other General Guidelines

- Flexible funds should only be used after all other sources of funding have been exhausted. Documentation of such must be provided.
- Flexible funds cannot be used for any goods or services that are not otherwise obtainable with federal funds (i.e. t-shirts, food). Flexible funds can also not be used for out-of-home behavioral health placements, alcohol, tobacco, firearms, illegal drugs and related items, gambling, and other items deemed inappropriate by the KDADS SOC Project Director and Principle Investigator.
- There must be a plan for how the family will obtain these services/supports/resources in the future.
- Flexible funds may not be disbursed directly to the youth or families; flexible funds should be expended as directed for services, supports, or resources.
- Flexible funds are contingent upon available funding.



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