

# FOR YOUR INFORMATION

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Issue 20-15 Date: 09/10/20

## SSI SCREENING PROCESS FOR TRANSITION AGE YOUTH (TAY)

### Why Conduct SSI Screenings?

It is critical for foster youth with physical, developmental or mental disabilities to have SSI benefits in place when they exit care, so that they have a source of income to support themselves. WIC 13757 requires DCFS to submit SSI applications on behalf of these youth.

### When Should TAY Be Screened for Potential SSI Eligibility?

CSWs are required to complete the Los Angeles County Department of Children & Family Services SSI Disability Screening Guide for all youth in their caseload who are ages 16.5 and older.

### Which Cases Should Be Prioritized for SSI Screening and Referral to the SSI Unit?

CSWs should pay special attention to ensure the following categories of youth are screened and referred to the SSI Unit:

- Youth who are Regional Center clients.
- Youth who receive a Specialized Care Increment or Regional Center rate.
- Youth with presumptive disabilities such as amputation, deafness, use of a wheelchair, Cerebral Palsy, Down Syndrome, Intellectual Disability, HIV/AIDS, or prematurity with birth weight of 1,200 grams or less.

### How Do CSWs Submit the DCFS SSI Disability Screening Guide for TAY?

CSWs will receive an SSI Screening Alert email for all youth 16.5 and older on their caseloads. The email contains a link directing the CSW to the SSI screening tool in the DCFS Referral Portal on LAKIDS. CSWs should complete the Screening Guide even if the youth intends to participate in Extended Foster Care (EFC). CSWs should also complete the Screening Guide for youth under 16.5 with a disability. If all items on the Screening Guide are checked "no (negative screen)," it will be automatically emailed from the Referral Portal to the Coordinated Services Action Team (CSAT) In-Box for documentation in CWS/CMS. If any item on the Screening is checked "yes (positive screen)," it will be automatically be emailed from the Referral Portal to the SSI Unit In-Box.

### What Happens Once the SSI Unit Receives the Positive SSI Screen/Referral?

The SSI unit will initiate the SSI application process and work directly with the CSW, youth and caregiver to obtain the necessary documents and information. The application should be submitted within six (6) months of screening, or on a case-by-case basis to ensure SSI is in place before youth transitions out of foster care. The SSI Unit will update the Special Projects tab in CWS/CMS at each step, to be reflected in the SSI Alert Status Report in the Statistics and Information Transmitted Everyday (SITE) application on LAKids.

### Who Should CSWs Contact with Questions About the SSI Screening and Referral Process?

Email the SSI Unit In-Box at: [SSIDisabilityScreen@dcfs.lacounty.gov](mailto:SSIDisabilityScreen@dcfs.lacounty.gov). You can also contact Vickie Carletello in the SSI Unit at [carlev@dcfs.lacounty.gov](mailto:carlev@dcfs.lacounty.gov).



If you have any questions regarding this release, please e-mail your question to:

[Policy@dcfs.lacounty.gov](mailto:Policy@dcfs.lacounty.gov)