

Family Support Team Case Profile

The following cases are accepted in the Family Support Team (child-only).
The cases must have Colorado Works as the High Level Program Group.

Relative Care Givers: *Volume III 3.603.5, 3.605, 3.606*

These are cases where a child has been placed with a relative *(fifth Degree) by DHS or voluntarily by parent for parental control because the biological or adoptive parents are unable to parent the child.

- * We provide services for children only.
- * Relative must be able to proof of relationship
- * Applicants must be able to provide SSN, Birth Certificates and ID.
- * Income and resources of relative will not be considered as income.
- * Income (earned and unearned) and resources of the child or children will be used to determine eligibility.

**Fifth degree: Uncle, Aunt, 1st Cousin, grandparent, great grandparent*

SSI parents: *Volume III 3.600.2*

These are cases where the parent or both parents are receiving SSI. The adults in the home are not eligible for Colorado works because they receive SS.

- * We provide services for children only.
- * Parent must be able to proof of relationship
- * Applicants must be able to provide SSN, Birth Certificates and ID.
- * Income and resources of SSI parent will not be considered as income.
- * Income (earned and unearned) and resources of the child or children will be used to determine eligibility.

Teen Parent: *Volume III 3.600.12, 3.600.15, and 3.600.16*

Parents under the age of 18 years old and not living with parents or the father of the child may be eligible for teen parent child only program.

- * Must be living in approved setting
- * Home study will be done
- * Child support will be pursued from grandparents (parent parents)
- * Must be in school
- * We provide services for children only.
- * Parent must be able to proof of relationship
- * Applicants must be able to provide SSN, Birth Certificates and ID.
- * Income and resources of parent will be considered as income.
- * Income (earned and unearned) and resources of the child or children will be used to determine eligibility.

Undocumented Alien (Spanish speaking)

Volume III 3.600.12, 3.603, 3.622, 3.617, 3.609.4

A person entering the United States illegally and does not claim American citizenship. This person may not be employed or accept any payment. For the purpose of this program we are able to provide assistance to the American born children they parent.

- * **Must be Spanish speaking**
- * Must be undocumented non citizen /alien
- * Must have children born in the U.S.
- * We provide services **for children only.**
- * Parent must be able to prove relationship
- * Applicants must be able to provide SSN, Birth Certificates and ID for eligible persons.
- * Income and resources of parent will be considered as income and pro-rated.
- * Income (earned and unearned) and resources of the child or children will be used to determine eligibility.
- * Time limits do apply (60 months) with no extensions.
- * **If a client was documented and their documentation has expired –this is not an undocumented case for the child only unit.**
- * If a LPR (legal permanent resident) has a card but entry date is then 5 years from today's date –**this is not an undocumented alien case for the child- only unit**

All other undocumented non-citizen/alien cases remain with Colorado works program at building 17.

Transfers:

When transferring a case to this unit please make sure:

- * All filing is in the case.
- * RRR is completed if due within 30days.
- * Send the case to supervisor for review.
- * Document last action.
- * Clear and or document any Claims.
- * That the Colorado works program is active.