

NWF Health Network Policy & Procedure

Series:	400: Child Welfare Services	
Policy Name:	Interstate Compact on Adoption and Medical Assistance (ICAMA)	
Policy Number:	422	
Origination Date:	03/09/2009	Revised: Board Meeting of 02/22/2024
Regulation:	Ch. 39, F.S. 409.406, F.S.	

Policy

It is the policy of NWF Health Network (NWFHN), to mandate their Adoption Provider support the Interstate Compact on the Placement of Children and Medical Assistance (ICAMA) and the priority placement under ICPC.

Procedure

- A. Processing Incoming Adoption ICAMA Medicaid Requests (from Another State to Florida).
 1. All incoming Adoption ICAMA Medicaid requests from another state must be sent to the Central ICAMA Office (Tallahassee), who will then forward to NWFHN Adoption Eligibility Specialist.
 2. NWFHN Adoption Eligibility Specialist will complete the Child in Care Eligibility Review and Change Report Form (Form 2694) with the information received from the sending state.
 3. NWFHN Adoption Eligibility Specialist will then forward the request from the sending state and the completed 2694 form to DCF CIC (Child in Care) worker to open Florida Medicaid for the child (ren).
 4. The CIC worker will then send a copy of the child's Notice of Case Action form to NWFHN Adoption Eligibility Specialist to forward to the sending state for confirmation of opening Florida Medicaid.

- B. Processing Outgoing ICAMA Medicaid Requests (from NWFHN)
 1. The Adoption Eligibility Specialist will complete the ICAMA Florida Work Form to request opening of Medicaid in the receiving state.
 - a. If the request is for Adoption Medicaid, the request should also include:
 - i. Copy of the signed Adoption Assistance Agreement
 - ii. Copy of the Final Judgment of Adoption order, if applicable at the time of request
 - b. If the request is for GAP Medicaid, the request should also include:
 - i. Copy of the signed Guardianship Assistance Agreement

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- ii. Copy of the Order Placing the Child in Permanent Guardianship
2. The Adoption Eligibility Specialist will send the request to the Central ICAMA Office (Tallahassee), who will then send the request to the receiving state to open Medicaid for that child.