# INSTRUCTIONS FOR FORM SUMMARY REPORT OF RESIDENTIALLY BASED SERVICES FOSTER CARE ASSISTANCE OVERPAYMENTS - FEDERAL

## GENERAL INFORMATION

* Enter county name and quarter ending sections on the Overpayments page.
* Enter claim contact and telephone number sections of the county staff person to be contacted if there are any questions regarding the RBS claim.
* This form is pre-programmed to round all amounts to the nearest dollar.

## OVERPAYMENTS:

1. **Federal Share of Overpayments COLLECTED & adjustments made on RBS FC FED, in current claiming quarter**Line 1: Enter the Federal Share of Overpayments COLLECTED that was reported as an adjustment on the RBS FC FED, in the current claiming quarter.
2. **Federal Share of Uncollected Newly Indentified Overpayments in Current Claiming Quarter (Due to Federal Government)**Line 2: Enter the Federal Share of Uncollected Identified overpayments that completed due process in the current claiming quarter.
3. **Federal Share of Uncollectible Overpayments in Current Claiming Quarter (Due to Federal Government)**Line 3: Enter the Federal Share of Uncollectible Overpayments in the current quarter. Be sure to put the amount under the correct aid code. Any collections for an uncollectible must be reported on the RBS FC Claim, RBS FC FED form, as a recovery of aid in order to return these funds back to the state.
4. **Summary by Funding**Line 4 through 6 will automatically calculate Federal, State and County at the appropriate rates.
5. **Total Overpayments**Line 7: Total share of overpayment for Federal, State and Count.