



# Trial Reunification

Policy, system changes and  
functionality within eWiSACWIS.

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# Introduction

- The eWiSACWIS application will be modified to support policy changes surrounding Trial Reunification (TR). The change will allow workers to accurately reflect a trial reunification via the Out of Home Placement window.
- Under federal reporting requirements, a child on a TR, (i.e. a trial home visit), is considered to remain in an out-of-home placement and, therefore, is subject to Title IV-E and AFCARS requirements.

# Trial Reunification Memo

- The TR Memo template will be added to the system. This template can be used to communicate the initiation or ending of a trial reunification with the court.
- This template will be available in the system for agencies to use as a tool and will not specifically be required as any part of the documentation related to TR. Some form of documentation will be required.
- The new template will be launched as follows: Create > Legal > Legal Document > Trial Reunification Memo
- When 'Trial Reunification Memorandum' is selected from the Document dropdown field, the 'Role in the Document' dropdown field will display both N/A and Child (default is N/A). You will need to select the Child for the child who the document will be created for.
- This template requires a Legal Action, so the document will not be available for selection until the Legal Action has been created.
- The template is a child specific template. One child per template.
- Workers can create more than one template for each participant.
- The template will require an approval in eWiSACWIS.

# [ Changes Occurring ]

**Changes needed to support the policy and federal reporting requirements include the following:**

- Renaming the placement status value of Trial Home Visit to Trial Reunification.
- Adding Trial Reunification as a service type and service category value for all 72 counties.
- Creating one generic provider statewide and linking the new provider to each county's Trial Reunification service type.
- This change also includes an enhancement to the Provider tab in the OHP placement page to prefill the provider's address with the address documented on the case address tab.

# Workflow – Service Ending

- When a worker is ready to place a child in a Trial Reunification placement, the worker will end the current out of home placement with an ending purpose of 'Placement Change within Placement Episode' and an end reason of 'Trial Reunification'.
- The only way to create a new open Trial Reunification placement is by selecting the Trial Reunification ending reason.
- TR placements will be an unpaid service type – counties can continue to pay the previous provider with one-time payments.
- When ending the TR placement as anything other than 'Reunification' or 'Placement Made in Error', the system will display a pop-up message asking the worker if the child is returning to the previous provider. If the answer is 'Yes', the system will automatically setup the next placement with the same details (new begin date) as the placement prior to the TR placement was set up. If the work answers 'No', the placement creation process will continue as normal. (i.e. manual data entry).

# Workflow – Auto creation

## Auto-create a pending Trial Reunification placement – Background Processing/Functionality

- Renaming the existing 'Trial Home Visit from Court Ordered Placement' ending reason to be 'Trial Reunification'.
- The question, "Is the End of This Child's Placement a Discharge from All Placements?" will be automatically answered 'No' by the system.
- A pop-up message will display explaining that ending a placement for this reason will create a pending placement. Message reads: "Ending this placement for reason of 'Trial Reunification' will create a pending placement. Please access the pending placement on the outliner. Continue? (Yes, No)'.
- The pop-up message will be displayed for both the user and supervisor at time of approving the Service Ending for reason of TR.
- Placement Ending Override functionality will use the current override process. Once a placement has been ended for reason of 'Trial Reunification', the Override checkbox will be enabled.

# Workflow – Auto creation (cont.)

- Upon final approval of the TR placement ending, the system will create a pending OHP. The expectation is that the child will continue in placement.
- The system will display the following pop-up message when a provider license has expired or when the service type is missing for the provider: 'The provider does not have an active license and/or is missing the necessary services. A pending placement will not be created.' This message will display following a 'yes' response to the ending placement pop-up message.
- Send automated messages (will address later)
- A new edit will be added to the OHP Service Ending page to prevent future dating Out of Home Placements. If a worker enters the current date into the 'End Date' field, display the following message: 'Placement Ending must occur prior to today's date. (Close)'. NOTE: This error message will be displayed for all OHP service ending reasons (except for Placement Made in Error).

# [ TR – Scenarios and Setup ]

## **Placement and Services Page Changes**

- The State Program team will setup Trial Reunification as a service type and service category value for all 72 counties.
- The provider will default to the Trial Reunification Provider which will be using the Home Provider pages with a bed capacity set to 999. (The state program team will create the 'Trial Reunification Provider' Home Provider record).

## **Auto-create a pending Trial Reunification placement – Background Processing**

- Upon final approval ending a placement with the ending reason of Trial Reunification, the system will create a pending OHP.

# [ TR - Perm Plan Changes ]

- The 'Address New Placement' field will prefill the Case address (not provider address of 1 West Wilson – which would be wrong) when the TR Default provider is searched out as the next provider.
- Generic provider, dynamic address

Plan Information

Case Name:	Suzy Homemaker	Case #:	9221012	Perm. Plan Date:	04/04/2004
Child Name:	Alpha Homemaker	Court File #:	J	Date Approved:	00/00/0000
Worker Name:	Caitlin M. Cake			Status:	Pending

- Basic
- ASFA Review
- IPR Exceptions
- Placement**
- Independent Living

Placement Proximity to Child's Home

Indicate the appropriate description and evaluation of the setting in which the child is placed.

- The child's placement is within 60 miles of the child's home and is in close proximity so as not to interfere with carrying out the case plan and maintaining the level of contact with the parents that is deemed appropriate.
- No setting is available within 60 miles of the child's home that could respond to all the issues and needs that are part of this placement.

Placement Changes

Does the agency anticipate a placement change?  Yes  No

Name of New Placement: [Search](#)

Address New Placement:

If yes, describe in detail including anticipated date of placement change:

Save Close

# TR - Out of Home Safety and Planning Changes

- The Placement Provider section will prefill the Case address when the child is placed with the Trial Reunification Provider.

### Plan Information

Case Name:	Catherine Murphy	Case ID:	20269	Effective Date:	06/08/2006
Child Name:	Courtney Murphy	Worker:	Caitlin M. Cake	Status:	Pending

### OHSP Jurisdiction OHSP Placement Safety

#### Placement Provider

Nancy Gaston  
452 Main Street Apt: 12  
Lynxville WI 54640

[Remove](#)

#### Placement Provider Knowledge/Skills Options

Do the placement providers need to acquire any special skills or knowledge to meet the needs of the child and handle the behaviors of this child in a safe manner?  Yes  No

Describe:

#### Assessing Safety in Placement

Evaluating Safety in Unlicensed and Licensed Home when placing a child in Out-of-Home Care as part of a protective plan. Provide information related to the assessment and evaluation of the safety of the placement.

Reassessment of Safety of Placement. For six month re-assessment of the safety of placement provide information and justification related to confirmation of the continuing suitability of the providers, absence of safety threats, the presence of indicators that the environment is safe and the child's adjustment to the placement.

#### Other Individuals in the Out-of-Home Placement

Options:

# TR - Safety Assessment and Plan Page Changes

- No SAP template changes are needed. Copy over impact removed.
- A 'Details' box/flare will be added to section D which is the Plan Analysis Tab to help the worker identify the content which should be entered into this section. This will include the following text:
  1. a description of what will happen if conditions prevent in-home safety management, and
  2. as appropriate, how the agency will communicate the child's status and facilitate services to the out-of-home care provider
  3. a description of any contact the out-of-home care provider will have with the child, and
  4. if the child is part of a sibling group, which of the siblings will be included in the trial reunification, either because the sibling already resides in the home or as other children placed in out-of-home care also return for a trial reunification

General

Name: Julie A. Barber Worker: Robin Rundle Approval Date: Type:  Completed

Safety Assessment

Description of Safety Threats

Plan Analysis

[Empty text area for Plan Analysis]

Analysis

- The parents/caregivers are willing for services to be provided and will cooperate with service providers.  Yes  No
- The home environment is calm enough for services to be provided and for the service providers to be in the home safely.  Yes  No
- Safety Services that control all of the conditions affecting safety can be put in place without the results of any scheduled evaluations.  Yes  No
- Parents/Caregivers are residing in the home.  Yes  No

Comments

Document the plan for a Trial Reunification, if applicable, and any other pertinent information. [Details.](#)

[Empty text area for Comments]

Options:

**Plan for a Trial Reunification**

1. a description of what will happen if conditions prevent in-home safety management, and
2. as appropriate, how the agency will communicate the child's status and facilitate services to the out-of-home care provider
3. a description of any contact the out-of-home care provider will have with the child, and
4. if the child is part of a sibling group, which of the siblings will be included in the trial reunification, either because the sibling already resides in the home or as other children placed in out-of-home care also return for a trial reunification

# TR - Placement Correction Page Changes

- The 'Trial Reunification' Service Category will be added to the Placement Correction Detail page.
- The 'Trial Reunification' Service Type will be added to the Placement Correction Detail page.
- The 'Trial Reunification' Placement Status will be added to the Placement Correction Detail page.

**Placement Information**

**Correction Source:** **New Placement**

Child's Last Name: Gaston      Child's First Name: Nancy      Child Person ID: 21008      DOB: 08/15/1955

Case Type and Case ID:       County:

**Service Category:**       **Service Type:**

**Provider Name:** [Search](#)      Provider ID:

Comments:

**Placement Correction Detail**

Original	Modification
<b>Placement Begin Date:</b>	<input type="text" value="00/00/0000"/>
<b>Placement is a Removal from Home:</b> <input type="checkbox"/>	<input type="checkbox"/>
<b>Date Removed from his/her home:</b>	<input type="text" value="00/00/0000"/>
<b>Manner:</b>	<input type="text"/>
<b>Caretaker Structure:</b>	<input type="text"/>
<b>Primary Caretaker:</b>	<input type="text"/>

# [ TR – Automated Messages ]

- An automated message (email) will be added to the system to remind the user that the Trial Reunification placement needs to be completed (i.e. Approved).
- The message will be sent to the worker that initiated the Service Ending upon final approval of the Service Ending.
- The message will not be generated if the same worker initiated and approved the service ending.