

## **eWiSACWIS Release 3.3 September 22nd 2008**

Within this document you will find the release summary of eWiSACWIS (Release 3.3) system changes and enhancements. This summary includes changes that impact workflow, data entry, procedures and reporting. Some of the changes are the result of: policy change(s), Wisconsin's Program Enhancement Plan (PEP), Program Team input and issues reported to the helpdesk by system users. As a direct result of user feedback, the incidents have been arranged into 3 main eWiSACWIS genres: **General Application, Financial and Report/Batch** changes. Within these genres the incidents are grouped by topic. The intent of the change is to allow you to quickly focus in on those areas which affect your work the most. Overall, the purpose of this information is to provide users with an overview of pertinent eWiSACWIS changes. Where appropriate, "How Do I" and "Quick Reference" guides will be created and can be accessed on the eWiSACWIS Knowledge Web for more specific usage of the application and new functionality.

**Among other information, the eWiSACWIS Knowledge Web will continue to host the following:**

- **Online Training**
- **Release Highlights**
- **Detailed Release Summaries**
- **Program Activity Workshop/Technical Activity Workshop Content**
- **Operational Memos**
- **Numbered Memos**
- **CPS Standards**
- **Template Mapping Documents**
- **Quick Reference Guides**
- **"How Do I" Guides**
- **Contact Information**

## eWiSACWIS Release 3.3 - Incidents and Enhancements

**Note: Highlighted incidents indicate significant design and/or development time involved (i.e. a change with higher impact).**

Reports		
Topic	Incident	Description
eWReports	24590	This update removed the SSN field from the Child in Kinship Care By Child (SM10A01a) report.
	24591	This update removed the SSN field from the Child in Kinship Care By Case (SM10A01b) report.
	24592	This update removed the SSN field from the Child in Kinship Care By County (SM10a01c) report.
	24765	<p>Several updates were made to the SM10A20 - Time to Adoption report.</p> <p>- There was a rounding adjustment made to the Time to Adoption Range column - We will now round to the next whole number. e.g. a child who has an episode length of 12.01 months to 13.00 would be in placement for 13 months. The month range corresponding to the number of days calculated in Time from Removal to Adoption divided by 30.416.</p> <p>We also modified the SM10A22 - Time to Reunification report.</p> <p>A new column "Total Length of Most Recent Episode (Days)" was added before the Total Length of Most Recent Episode (Mos.) column. This new column will be calculated in days but using the same logic and rule applied to the Total Length of Most Recent Episode (Mos.) column.</p> <p>Also, the same rounding adjustment as mentioned above was applied to the Total Length of Most Recent Episode (Mos.) column.</p> <p>Lastly, an adjustment was made to adjust the header row. It currently spans over more than one row, we modified the report layout to display the header row into one row on the Excel Spreadsheet.</p>

eWReports	24768	The SM06a05 report has been enhanced to display: the IA Worker and IA Supervisor who approved the IA, the ID of the Access Report, the Primary Worker's County, the Primary Worker's Site, the Primary Worker's ID, the Primary Worker's Last and First Name, the Primary Worker's Assignment Type and Role, the Primary Worker's Supervisor ID and the Primary worker's Supervisor's Last and First Name.
	24988	The enhancement modifies the SM06a06-Initial Assessment Data Quality report to correctly display the county/site by looking for the assigned IA worker and not the supervisor who screened the Access report in. This will improve the quality of this report.
	24769	Updates were made to the SM10a23 report - Maltreatment in Out of Home Care - such that the report will now retrieve records based on the Initial Assessment completion / approval date falling within the time period specified.
	24459	The SM10a24-Re-entry into Out of Home Care report was updated to display a "Child's Age on Rpt Date" as "<1" if the child has not yet reached their first birthday. Previously, the Child's Age on Rpt Date displayed as being 1.
Interfaces	24791	The Repl Insert and Repl Update columns have been added to the STANDARD_PRGM_SRVC database reference table. This is useful for counties that do their own reporting on Standard Program Services being entered into eWiSACWIS.
<b>Provider</b>		
<b>Topic</b>	<b>Incident</b>	<b>Description</b>
Home Provider License	24493	Fixed an issue with maintaining Treatment Foster Home provider records when not from the designated county.
	243	The correct status for a provider's license will appear when a physical address is updated.

<b>General Application</b>		
Topic	Incident	Description
Access Reports	20310	The Update Address page has been improved. Users will now see the participant's current address next to the participant's name. This will aid workers and supervisors when determining which addresses need to be updated.
Adoption Referral	24727	The C/O and apartment number now display correctly on the Outcome of Selection Letter launched from the Matches tab of the Adoption Referral page.
Assessment	24725	This enhancement essentially effects Access, Initial Assessment, and Child Welfare workers. When a user creates a Child Welfare Report and adds a case participant via Maintain Case, it will now populate to the Child Welfare Report page so new persons can be included on the Child Welfare Report if they were not included on the Services Report.
	24699	The Allegation and Maltreater sections of the Assessment page have been updated to always associate existing or newly inserted Allegations and Maltreaters with the Access Report linked to the Assessment. When more than one Access Report was linked to an Assessment, the system had been associating Allegations and Maltreaters with the first Access Report. In addition, a script will be run which fixes all of the incorrect data that has been generated.
Assignment	24778	Supervisors will now be able to create Participant Assignments from the Worker expando on their desktops and also from case search. This adds the ability to create case participant assignments without having an assignment first.
	24887	Also added a new Assignment Type of Safety Services - IDA with Assignment Responsibility of In Home - IDA and Roles of Admin, Primary, Secondary, and Supervisor.
Case/Provider Notes	24785	Corrected an incident that previously allowed a CW Assess Contact to be finalized without having at least one case participant selected. Going forward, at least one participant must be selected.
	24718	An update has been made to a series of case note Category and Types so that the Notes will appear in searches and in the Outliner view.

Case/Provider Notes	24822	Fixed an issue so that when a user clicks the "Create" button to create a subsequent case note from an existing case note using eWiSACWIS Anywhere, the correct participants and collaterals from the case are populated to the Participants box.
	24907	Corrected a bug that existed when creating a Provider Note from an existing Provider Note. The Worker Making Contact from the previous note is carried forward to the Worker Making Contact on the subsequent note and does not revert back to the Worker Creating Note.
	20035	This enhancement will allow the same 'Worker Making Contact' or the 'Worker Creating Note' to edit a pending (not Finalized) Case or Provider Note from Search, regardless of whether or not the worker has an open assignment to the Case or Provider.
Case Maintenance	24390	If a person is in multiple cases and is tpr'd from one case, the system will prevent a user from deactivating the child for reason of TPR or ICPC TPR from any of the other cases. As a result of this change, the child can now only have one Pre-Adoptive Child case.
	24646	Dane county reorganized its current 8 sites into 4 new sites. Changes were made to the worker page and all existing assignments for Dane County have been converted accordingly. Templates will pre-fill with the new information where appropriate.
	6145	Added an enhancement to associate collaterals on the Maintain Case page with case participants. Each collateral listed may be associated with one or more case participants. This allows caseworkers to quickly see which collateral is for what participant.
Desktop	24945	The value selected in the Type Detail field on the case note will now display next to the category and type on the outliner and on all searches where case notes can be displayed. This will allow users to see the Type Detail selected without having to click on each case note to view it. Also, the following Type Detail values have been added: Email, Staffing, Violation, Informal Dispositional Agreement, and Court Intake Inquiry.
E-mail	24566	A new automated message has been created that will notify users when a new out-of-home placement has been created and approved for a county. The purpose of this message is to notify county workers such as fiscal or eligibility workers that a new placement has been documented for the county.  Note: This message is part of the maintainable messages. The distribution of who should receive this message can be maintained from Maintain > Automated Messages.
Eligibility	25057	The MA State field will default to Wisconsin upon creation of Medicaid Eligibility records.

Eligibility	22297	<p>The following changes have been made to Medicaid Eligibility. Note: changes 2-5 will not be available to users until October 2008:</p> <p>1) The following values have been added to the Cancel Reason:</p> <p>Transfer to Corrections                  Transfer to State Institution                  Turned 18                  Transfer to Private Adoptions.</p> <p>2) When creating a Medicaid Certification, the Agency drop-down will default to the user's county.</p> <p>3) A Details hover has been added next to the Med Stat Code to provide information about each code.</p> <p>4) A Request Replacement Card Reason drop-down has been added to indicate the reason why a replacement card is being requested. NOTE: The outliner will display the replacement card reason.</p> <p>5) eWiSACWIS will interface with MMIS to provide access for workers to submit requests to verify Medicaid eligibility related information.</p>
Family Assessment and Case Plan	24862	Using eWiSACWIS Anywhere, corrected an issue where the Copy Detail feature for Family Assessment and Case Plan and Case Progress Evaluation was copying deleted Service/Activities.
File Cabinet	24887	<p>Added 5 new Legal Document values to the File Cabinet:</p> <p>1) Acknwdgmnt of Notice Rights/Obligations                  2) Notice of Intake Inquiry                  3) Ct Referral - Child/Juv (Non-Law Enforc)                  4) Informal Disposition Agreement                  5) Notice of Satis of Oblig of DP/Inf Dispo</p>
ICPC	24415	Updated the ICPC Transmittal template with new e-mail addresses for ICPC contacts, as well as a change in the split of the alphabet.

Legal	24871	The Price County Request for Petition of Child in Need of Protection or Services (CFS-2126-45W) Legal Document correctly pre-fills the address information based on the following logic: Child- Only Primary type of address should pre-fill for the child; Father/Mother- Whenever an open Primary residence record exists, it will pre-fill onto the template. If it does not exist, the other address record type(s) will pre-fill.
	24758	The Emergency Detention template will be updated to pre-fill section II #7 (Summarize CPS History) from the Narrative of the Access Report. Also, the Alleged Victims, Abuse and Neglect Code, and Description will pre-fill to this section from the Access Report.
	24230	On the Legal Status page, the 'Date Order Entered' field will be removed from the page (both newly created and existing pages). The 'Hearing Date/Date Legal Status Changed' field will be renamed to 'Hearing/Legal Status Date.' This field will be highlighted bold red to indicate that it is an AFCARS field.
Manage Worker	24708	Several minor incidents on the Maintain Worker page have been fixed. The user will no longer receive a message that the page has been updated by someone else. If the training year is blank, no trainings will be displayed. An application error will no longer be given when the user adds a training row, deletes that row and then save the page. The error message regarding having more than 4 training rows will now displays correctly.
Meetings	24849	Corrected Notice of Meeting template to pre-fill the meeting type correctly for 'Appeals/fair hearing'.
Out of home placement	23585	This enhancement targets the Adoptions Units. The change modified a number of fields and functions within the Adoption Assistance Agreement and the Adoption Assistance Agreement Amendments. The main focus of the update was to automate the pre-filling of the most recent Adoption Assistance Agreement amount into the open In Home Service page when the active Amendment expires.
	24827	This update resolves a birthday batch issue and now correctly processes placements and foster care rate settings when two or more children with the same birthday are placed with the same provider.
	24831	An update was made to the TPR Copy batch so that it will correctly copy over foster care rate settings.

Out of home placement	24963	This update resolves an issue created as part of the Missing from Care update in the June release. The Missing from Care functionality was added erroneously to the newly created service ending reasons on the In Home Services page. When this value is selected, it creates a pending out of home placement with the missing from care provider and that is not correct for in home services. The functionality was removed from the ending reason "Missing From OHC - Not Closing Case" as it applies to an In Home Service page so this would not cause future issues.
	24346	This update gives users the ability to create Foster Care Rate Settings in eWiSACWIS for children placed in Family Group Homes.
	24819	This update resolves an issue where the Target Pop field was incorrectly blanking out when a Placement Status change occurs on the Out of Home Placement. The change ensures that the Target Pop field retains its value when an update to the Placement Status takes place.
	25203	This enhancement corrects an issue whereby Foster Care Rate Settings could be linked to an old, closed placement. This only happened if the rate setting was created in a case where the child had a previous rate setting with the same provider and service.
	24876	A new edit has been added to the processing of overriding a placement ending that will prevent the creation of multiple pending "Trial Reunification" and / or "Missing From Out-Of-Home Care" placements.
	5604	An update was made so that the system correctly generates 30-day Rate Setting and 6-month Rate Setting ticklers for the placements documented with the Family Group Home services.
Person Management	24665	A Birth to Three Referral value has been added to the Type of Service dropdown on the Health Concern page (from the Medical/Mental Health tab on Person Management). This value should be used when CPS is required to refer children 3 and under to the Birth to Three program if there is substantiated maltreatment.
	24735	Users will no longer receive a Fatal Application Error on the Person Management page when entering numeric values in the First Name field and attempting to save the page. Users will now receive a validation error prompting them to use letters instead of numbers in the First Name field.

Person Management	<a href="#">24422</a>	The Kinship tab on Person Management has been removed. The information from the Child Information group box has been moved to the Additional tab and the information from the Child's Parental Information group box has been moved to the Parent Info tab. The Child's School Information group box has been added to the new Education tab on Person Management. The Education tab replaces the Education Record. <a href="#">See Screenshot.</a>
Planning	24598	The Safety Assessment, Analysis and Plan page no longer deletes narrative sections associated with copied over threats and services when the answers are changed to no (safe finding) on the subsequent copied over plan.
	24738	When deactivating a child for the reasons of TPR, TPR-ICPC, or Subsidized Guardianship, the overnight batch now copies over the Review of the Permanency Plan template as expected.
	<a href="#">24885</a>	Transferred the Family Interaction Plan template into a new page in the application where all data for the Family Interaction Plan is entered on the new page and this data is pre-filled into a template. There is no user entered text on the template. This plan is child specific and includes the copy over feature.
	24912	The Safety Assessment and Plan page will be renamed to Safety Assessment, Analysis and Plan. The outliner will also reflect this change. This is because this particular page houses both the Safety Assessment and the Safety Analysis and Plan.
Search	<a href="#">24678</a>	This enhancement will auto set the focus to the first field on any search page. This saves the user the time of using their mouse to set the focus to the first field, and potentially starting to type before realizing that the focus is not in the field.

<p>System Wide</p>	<p>24893</p>	<p>Some pages in the application allowed users to print the entire page (not just the viewable portion of the page) using the Print icon (upper right corner of a page). Other pages only printed the "viewable portion" of the page. So if there was a scroll bar with data below one had to select the Print button, then scroll down and select the Print button again in order to print everything.</p> <p>This update adds the "Print All" function to the following pages. Selecting the Print button on these pages will now print all data on the page including data that is not currently viewable.</p> <ol style="list-style-type: none"> <li>1. Case Note</li> <li>2. Maintain Case</li> <li>3. Assignment Management</li> <li>4. Approval Management</li> <li>5. Assessment</li> <li>6. Initial Assessment - Primary (launched from the Assessment)</li> <li>7. Initial Assessment - Secondary (launched from the Assessment)</li> <li>8. Initial Assessment - Narrative (launched from the Assessment)</li> <li>9. Family RA and Future A/N (launched from the Assessment)</li> <li>10. Strengths and Needs (launched from the Assessment)</li> <li>11. Safety Assessment and Plan (launched from the Assessment or stand alone)</li> </ol> <p>Note: There is a known Microsoft issue with Internet Explorer 5.5 and 6.0 that cut off portions of the printable space. If this occurs please reduce the margins or change to Landscape mode when printing. If this does not resolve the issue it is suggested that you refer to the URL below or contact the help desk.</p> <p><a href="http://support.microsoft.com/kb/q260642/">http://support.microsoft.com/kb/q260642/</a></p>
	<p>24439</p>	<p>The Social Security Number field has been removed from the Statewide version of the following templates: Juvenile Delinquency Assessment/Report to the Court, 90 Day Court Review Report, Referral for Termination of Parental Rights, and Family Fact Sheet.</p>

Ticklers	24633	This incident affects Initial Assessment workers. Changes have been made to the Assessment Due tickler in the instance when a new Primary assignment is not created. The Assessment Due tickler will now be assigned to the worker with an open Primary assignment (instead of the tickler being assign to the screening supervisor who does not have an assignment to the case).
<b>Financial</b>		
<b>Topic</b>	<b>Incident</b>	<b>Description</b>
Financial Audit	24807	<p>A new filtering option for "County" was added to the Payment Download page that will allow users with All County access to filter their search results to a specific county.</p> <p>Note: When a search returns more than 20,000 rows, the user will receive a message asking the user to refine their search results to retrieve fewer rows.</p>
Maintain Services	24715	<p>This update added a new series of Respite Care service types in order to bring consistency to all counties within this genre of services. The update added the following for every county:</p> <p>Two (2) new Out of Home services were added: "Respite Care - Paid" and "Respite Care - Non Paid"</p> <p>Two (2) new In Home Services were added: "Respite Care - Paid" and "Respite Care - Non Paid"</p> <p>Note: All existing services related to Respite Care were deactivated.</p>

<p>Maintain Services</p>	<p>24308</p>	<p>The change to the RCC service types that occurred at the beginning of 2008 prompted this update to the FPI/YES/Wrap service types. Prior to this update, there was no way for the State to maintain the appropriate rates for the "old" Wraparound style services. This update will create service types that mirror the newly created RCC services with the FPI, YES, or Wrap prefix attached.</p> <p>While researching this update, it was also discovered that there were large discrepancies from county to county with their baseline Wraparound style services. Therefore, every county will be updated with three (3) full sets of wraparound style service (one FPI, one YES, and one Wrap). These baselines will include, foster home services, treatment foster home services, Group home services, and RCC services to name some. Each county was asked at the beginning of the year what type of Wraparound service they provided to their clients. Whichever service they mentioned that was used will be set as the active base line of services.</p> <p>The county's "old" services will be inactivated as part of this update. When a county needs to document a new FPI/YES/Wrap service they will need to attach the newly created service to the provider.</p> <p>Note: The In-home services that generate the Wraparound Service Payment have also been updated, and two other paid In-home services have been added to this genre (sibling half-slot, and fee for service).</p>
<p>Overpayments</p>	<p>24553</p>	<p>The Overpayment Adjustment batch was updated so that it accurately recoups money when the provider's recoupment method is set to "Reduce Future Payments by" and the amount to deduct exceeds the amount of positive payments for the provider. Prior to this update, if the provider was to receive a \$100.00 payment and the amount to deduct from that payment was \$150, the batch would ignore the adjustment and not do anything. With the change, the provider's entire check will be reduced and an adjustment of \$100.00 will be reflected.</p>
<p>Payment Requests</p>	<p>24345</p>	<p>The Uniform Foster Care Rate batch has been updated to create the new Foster Care Rate setting in a "Pending" status only for the Treatment Foster Home placements. This will allow fiscal users to verify the new "Contracted Rate" for the Treatment Foster Homes before approving the newly created Uniform Foster Care Rate.</p>

Trust Accounts	25031	This update addressed an issue with the Trust Account Draw Down batch that was not correctly processing SSI-Federal and SSI-County benefits. These benefits should now accurately draw down using the appropriate federal rule for applying these benefits to outstanding cost of care.
	24770	The Trust Account Draw-down batch (m04-trust-draw-down) has been updated so that it no longer reimburses kinship costs of care. This update will help ensure that benefits are being applied appropriately to IV-E costs of care.

Person Management 'Adopted, Annie' ID:9221928 -- Web Page Dialog

**eWiSACWIS** TM Print Spell Check Help

Basic Parent Info Additional Address **Education** Characteristics Medical/Mental Health

**Basic Education Information**

Child is Currently Enrolled in School

Child's Highest Grade Level Completed: [ ]

Diploma/Certificate: [ ] Diploma/Certificate Date: [00/00/0000]

**Individualized Education Plan**

Date of Current IEP: [00/00/0000]  Copy of IEP in Record Last Updated By: [ ]

Date Current IEP Expires: [00/00/0000]  Extended School Year Date Last Updated: [ ]

**School District Jurisdiction History**

School District of Jurisdiction	Start Date	Reason for Change	Contact Person	Phone Number
<b>Insert</b>				

**School History**

School Name	School Type	Program Type	Program	Grade	Spec Ed	Start Date	Completion Status
<b>Save</b> <b>Close</b>							