

Ending an Out of Home Placement

1. Expand the Cases expando. Find the case where the Out of Home Placement requires ending.
2. Click on the yellow file folder icon next to the case name to expand the case and see all the icons.
3. Click on the Placement/Services icon to open all of the Out of Home Placements that exist in the case.
4. Click the hyperlink for the child's current open Out of Home Placement. The current open placement has a start date and no end date, and will be located under the "Open Placements" header (highlighted below). Clicking on this placement hyperlink will open the child's Out of Home Placement page.

eWiSACWIS Case Work Provider Work Search Refr

Create Maintain Utilities Adoption Search Help

Ticklers

Cases (1)

Flintstone, Wilma . (36324) Actions

CPS Familv - Onooid: 02/22/2008 Partridge, Christopher Milwaukee-Admin 2645 N. Bronto Lane , Bedrock

Active Participants

Flintstone, Ed (680402) Active M Cousin None Actions

Flintstone, Edna (734742) Active F Cousin None Actions

Flintstone, Fred (611243) Active M Biological Parent 01/01/1970 None Actions

Flintstone, Wilma (620973) Active F Reference Person 01/01/1959 None Actions

Flintstone, Zeke (8947650) Active M Biological Child 05/01/2000 None Actions

Assets and Income

Assignment

Narrative

Placements

Open Placements

Out of Home Placement - Foster Home (5-11 years old)

01/01/2010 Rockhead, Joe Flintstone, Zeke Milwaukee Approved

CANS Out of Home 02/01/2010 Flintstone, Zeke Approved

Foster Care Rate \$2000.00

02/01/2010 Flintstone, Zeke Approved

Hardrock, Jemina L. (8703129) Active F Aunt None Actions

Hardrock, Tex (8041256) Active M Uncle None Actions

5. Click on the Options drop-down. Select the option of Placement Ending. Click the “Go” button. This will open the Service Ending page.

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Child: Flintstone, Zeke (8947650) Case Name: Flintstone, Wilma . (36324) Request Number:

Service **Provider**

Placement Information

County: Milwaukee

Service Category: Foster Care

Removed From Home: 01/01/2010

Service Type: Foster Home (5-11 yrs)

Placement Begin: 01/01/2010

Placement Setting: Fstr Fam Hm (Non-Rel)

Placement End: 00/00/0000

Child's Level of Need:

Provider's Level of Care: 2

VPA Effective: 00/00/0000

Child Specific Costs: \$0.00 per

Current Basic Costs: \$400.00 per month

Supplemental Costs: \$814.00 [Foster Care Rate](#)

Exceptional Costs: \$786.00

Administrative Costs: \$0.00

Costs > Spending Limit: \$1,554.00

Current Monthly Payment: \$3,554.00

Removal Reasons

This is an Adoptive Placement

This is a CPS Non-Conforming Placement

This is an Emergency Situation

After Hours Placement

Child is an American Indian child as defined by statute.

Child Removal From Home Information

Manner: Temporary Physical Custody

Primary Caretaker: Wilma Flintstone

Caretaker Structure: Married Couple

Secondary Caretaker: Fred Flintstone

Options: **Go** **Save** **Close**




- Actions
- Approval
- Non-Conforming Reasons
- Placement Ending**
- Text
- Text

Done

6. Enter in the date you want to record as the end of the placement.

Note: The placement dates should reflect the nights the child slept at the provider (providers get paid based on the logic that “overnight gets the money”).

As an example: If you moved the child from the provider’s home on January 24, 2008, you would end the placement on January 23, 2008, as this was the last night the child slept in the provider’s home.

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Child

Child: Flintstone, Zeke (8947650)	Case: Flintstone, Wilma . (36324)
Provider: Rockhead, Joe (8028766)	Service Begin: 01/01/2010

Service Ending

End Date:

Ending Purpose:

End Reason:

Is the End of This Child Placement a Discharge from All Placements? Yes No N/A

Discharge Reason:

Override

Options:

7. Select the purpose for ending the placement from the drop-down list provided in the Ending Purpose field.

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Child
 Child: Flintstone, Zeke (8947650) Case: Flintstone, Wilma (36324)
 Provider: Rockhead, Joe (8028766) Service Begin: 01/01/2010

Service Ending
 End Date: 01/31/2010
 Ending Purpose: [Dropdown menu open with options: Administrative Change within Plcmt Epsd, Agency Transfer within Placement Episode, Discharge from Placement Episode, Placement Change within Plcmt Episode]
 End Reason:
 Is the End of This Child Placement a Discharge from All Placements?
 Discharge Reason:
 Override

Options: [Dropdown] Go [Save] [Close]

8. Select the reason for the ending of the placement from the drop-down list provided in the End Reason field. The "End Reason" field filters based on the Ending Purpose that is chosen.

eWiSACWIS Print Spell Check Help

Child
 Child: Flintstone, Zeke (8947650) Case: Flintstone, Wilma (36324)
 Provider: Rockhead, Joe (8028766) Service Begin: 01/01/2010

Service Ending
 End Date: 01/31/2010
 Ending Purpose: Placement Change within Plcmt Episode
 End Reason: [Dropdown menu open with options: Adoption Disruption, Agency Requested Change, Child Committed to Other State Inst., Child in Correctional Fac. w/ Aftercare, Child Placed in Detention, Child Requested Change, Missing From OHC - Not Closing Case, Parent/Relative/Guardian Requested Chnge, Provider No Longer Licensed, Provider Requested Change, Trial Reunification]
 Is the End of This Child Placement a Discharge from All Placements?
 Discharge Reason:
 Override

Options: [Dropdown] Go

9. Depending on the value selected for the Ending Purpose, you may be required to select a Discharge Reason.

For example, selecting “Discharge from Placement Episode” will require you to select a discharge reason.

Selecting “Placement Change within Plcmt Episode” as in the example above will not require you to select a discharge reason, as it is presumed the child will be entering another placement; therefore, the child is not being “discharged” from all placements.

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Child
Child: Flintstone, Zeke (8947650) Case: Flintstone, Wilma . (36324)
Provider: Rockhead, Joe (8028766) Service Begin: 01/01/2010

Service Ending

End Date: 01/31/2010

Ending Purpose: Discharge from Placement Episode

End Reason: Reunification w/ Parent(s)/Primary Crtr




Is the End of This Child Placement a Discharge from All Placements?
 Yes No N/A

Discharge Reason: Reunification w/ Parent(s)/Primary Crtr

Override

Options: [] Go [Save] [Close]

10. On the Service Ending page, select “Approval” from the Options drop-down. Click the “Go” button. This will open the Approval History page where you can complete the approval process for the ending of the placement.

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Child
Child: Flintstone, Zeke (8947650) Case: Flintstone, Wilma . (36324)
Provider: Rockhead, Joe (8028766) Service Begin: 01/01/2010

Service Ending

End Date:

Ending Purpose:

End Reason:


Is the End of This Child Placement a Discharge from All Placements?
 Yes No N/A

Discharge Reason:

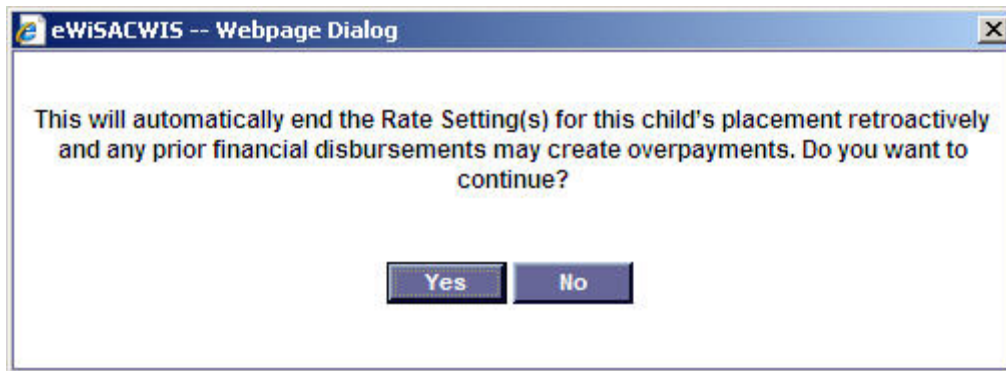
Override

Options:

- Actions
- Approval
- Text
- Text



11. When ending the placement, the system will check to see if there is an open foster care rate attached to the placement. If there is an open foster care rate, you will receive the following informational message:



Clicking Yes to this message will allow the system to auto end the foster care rate with the same date as the placement is ending. Clicking No will stop the placement ending process and will allow you to make further edits either to the placement or to the foster care rate before proceeding.

12. The image below shows what the Out of Home Placement and Foster Care Rate will look like on the outliner after final approval of the Placement End.

Note: In this example, the ending of the Placement preceded the beginning of the Foster Care Rate. Therefore, the system, when auto ending the Foster Care Rate, did two things: it ended the Foster Care Rate the day it began, and it set the status of the foster care rate to be “Made in error” since it never really happened.

This is not common, yet it can happen.

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Christopher Partridge's Desktop

Date Restricted Participant View View Not Approved/Cancelled

Ticklers

Cases (1)

Flintstone, Wilma (36324) Actions
 CPS Family - Ongoing 02/22/2008 Partridge, Christopher Milwaukee-Admin 2645 N. Bronto Lane, Bedrock, WI 54678 FSL: Low
 Active Participants

- Flintstone, Ed (680402) Active M Cousin None Actions
- Flintstone, Edna (734742) Active F Cousin None Actions
- Flintstone, Fred (611243) Active M Biological Parent 01/01/1970 None Actions
- Flintstone, Wilma (620973) Active F Reference Person 01/01/1959 None Actions
- Flintstone, Zeke (8947650) Active M Biological Child 05/01/2000 None Actions

Assets and Income

Assignment

Eligibility

Narrative

Payment

Placements

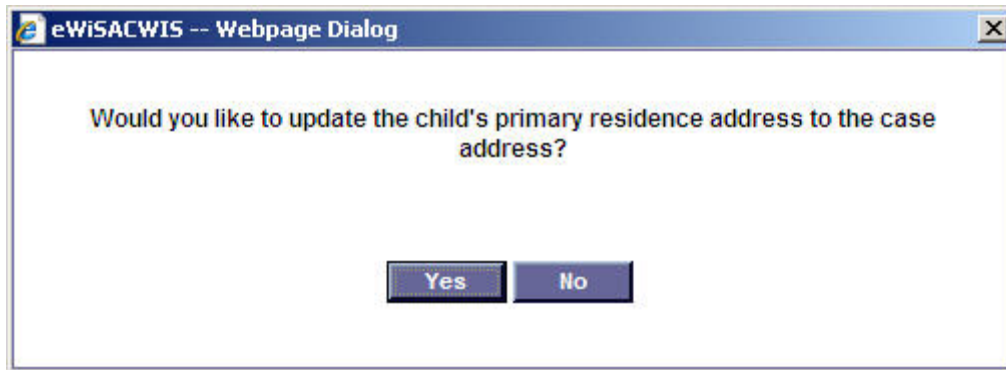
Closed Placements

Out of Home Placement - Foster Home (5-11 years old)
 01/01/2010 01/31/2010 Rockhead, Joe Flintstone, Zeke Milwaukee Agency Requested Change Closed
 CANS Out of Home 02/01/2010 Flintstone, Zeke Made in Error
 Foster Care Rate \$2000.00
 02/01/2010 02/01/2010 Flintstone, Zeke Made in Error Closed

- Hardrock, Jemina L. (8703129) Active F Aunt None Actions
- Hardrock, Tex (8041256) Active M Uncle None Actions

13. If the Placement End is a discharge from all placements then you will also be prompted with the message below. If the you click Yes, then the system will end the child's current Primary Residence address as of the ending of the Out of Home Placement, and will create a new Primary Residence address based on the child's original Case or "home" address.

Note: If the child is moving from one provider's home to another provider's home then the system will end the existing address record and record a new address record reflective of where the child will be in care.



The image below illustrates a sample of what the address change might look like on a child that was reunified.



14. If it was decided that an error was made after the Placement has been ended, you can utilize the “override” feature on this page to change the Ending Purpose, Ending Reason, and possibly Discharge Reason, if applicable. Selecting the Override checkbox will clear the Ending Purpose and End Reason fields and make them editable.

Note: You cannot override a placement ending that was a “Discharge from all placements.” Also, you cannot override the chosen End Date of a placement ending because of the possible fiscal implications of a change of this nature.

Also, a change of this type does not require supervisor approval.

Child
Child: Flintstone, Zeke (8947650)
Provider: Rockhead, Joe (8028766)

Case: Flintstone, Wilma . (36324)
Service Begin: 01/01/2010

Service Ending

End Date: 01/31/2010

Ending Purpose: [Dropdown]

End Reason: [Dropdown]

Is the End of This Child Placement a Discharge from All Placements?
 Yes No N/A

Discharge Reason: [Dropdown]

Override

Options: [Dropdown]

15. This final screen shot illustrates how the outliner view may change after a Placement Ending Override occurs.

Note: The Placement End date did not change. However, the purpose and ending reason did.

Before Overriding the Placement End

Flintstone, Wilma. (36324) Actions
CPS Family - Ongoing 02/22/2008 Partridge, Christopher Milwaukee-Admin 2645 N. Bronto Lane, Bedrock, WI 54678 FSL: Low
Active Participants

- Flintstone, Ed (680402) Active M Cousin None Actions
- Flintstone, Edna (734742) Active F Cousin None Actions
- Flintstone, Fred (611243) Active M Biological Parent 01/01/1970 None Actions
- Flintstone, Wilma (620973) Active F Reference Person 01/01/1959 None Actions
- Flintstone, Zeke (8947650) Active M Biological Child 05/01/2000 None Actions

Assets and Income
Assignment
Eligibility
Narrative
Payment
Placements

Closed Placements

- Out of Home Placement - Foster Home (5-11 years old)**
01/01/2010 01/31/2010 Rockhead, Joe Flintstone, Zeke Milwaukee **Agency Requested Change** Closed
- CANS Out of Home 02/01/2010 Flintstone, Zeke **Made in Error**
- Foster Care Rate \$2000.00
02/01/2010 02/01/2010 Flintstone, Zeke **Made in Error** Closed

Hardrock, Jemina L. (8703129) Active F Aunt None Actions

After Overriding the Placement End

Eligibility
Narrative
Payment
Placements

Closed Placements

- Out of Home Placement - Foster Home (5-11 years old)**
01/01/2010 01/31/2010 Rockhead, Joe Flintstone, Zeke Milwaukee **Reunification w/ Parent(s)/Primary Crtr** Closed
- CANS Out of Home 02/01/2010 Flintstone, Zeke **Made in Error**
- Foster Care Rate \$2000.00
02/01/2010 02/01/2010 Flintstone, Zeke **Made in Error** Closed

Hardrock, Jemina L. (8703129) Active F Aunt None Actions
Hardrock, Tex (8041256) Active M Uncle None Actions

