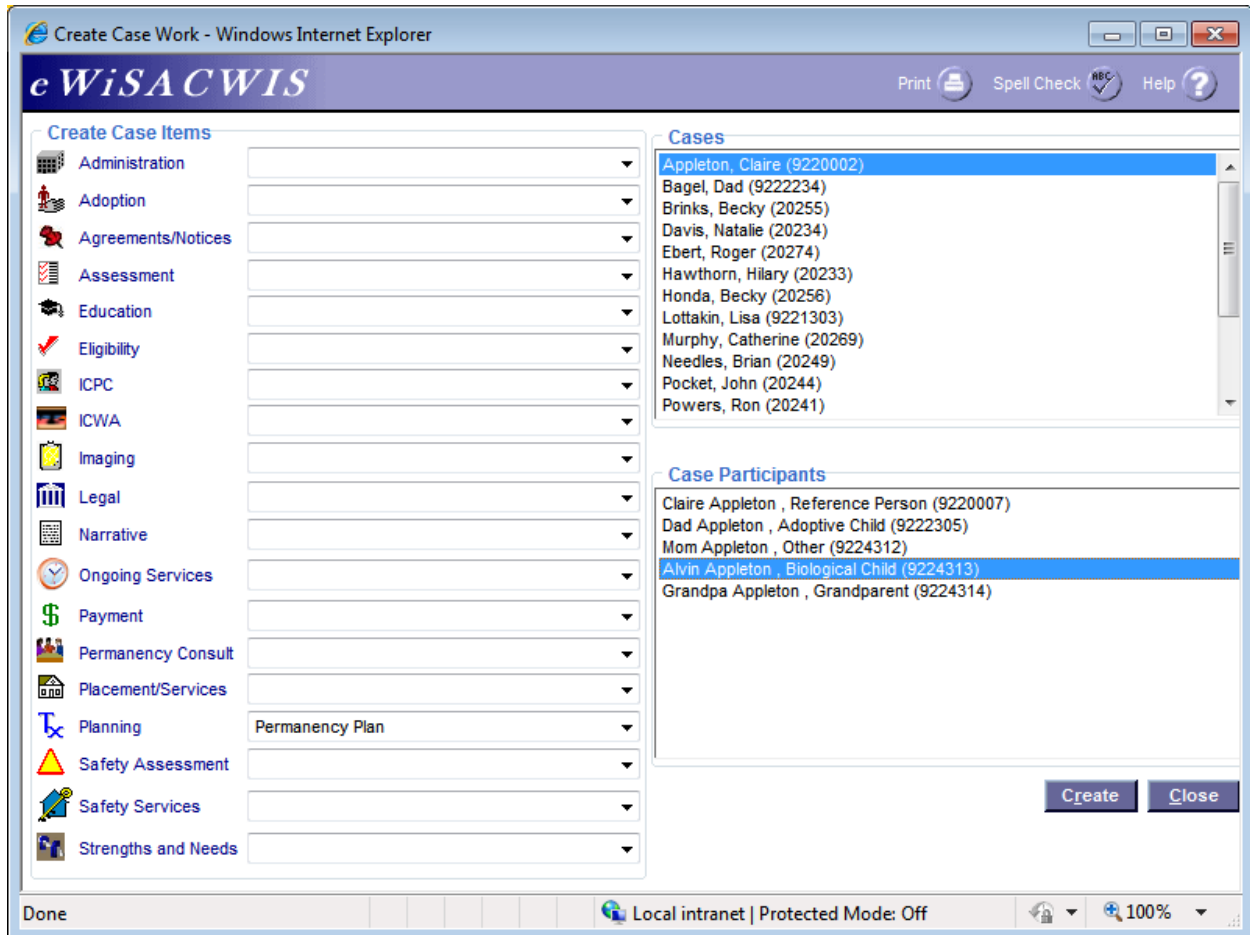


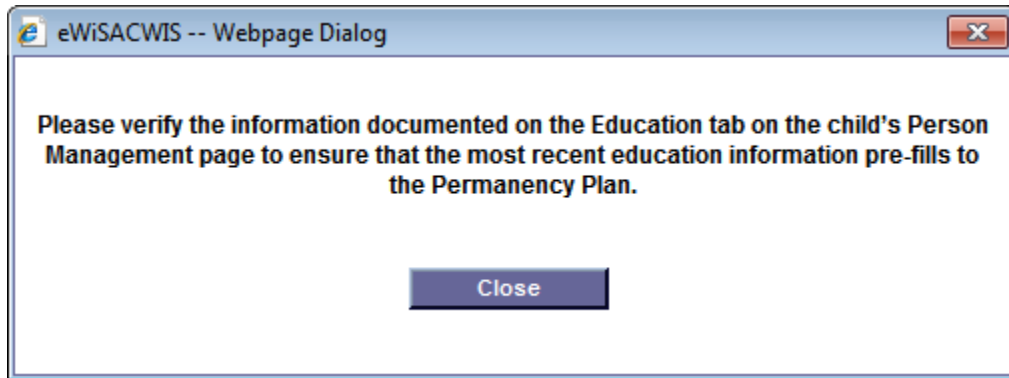
Permanency Plan

Note: In order to create a Permanency Plan, an assignment to the case is needed.

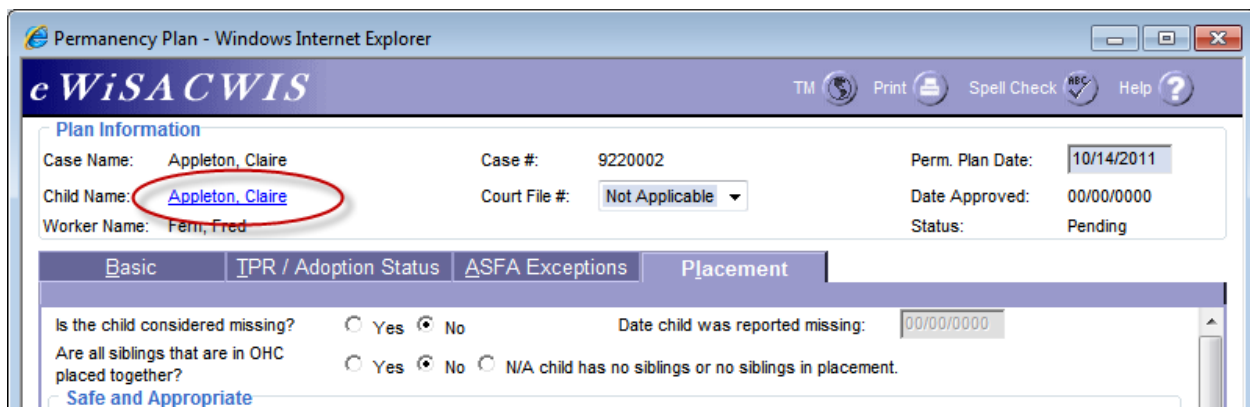
1. To create a Permanency Plan from the desktop, go to Create > Case Work. This will open the Create Case Work page. Select Permanency Plan from the Planning icon. Select the family and the case participant. Then click Create.



- When creating a Permanency Plan, eWiSACWIS will check to see if the Education History for the child has been updated since the date of the previous Permanency Plan. If not, or if no Education History exists for the child, you will see the following message:



- Click the 'Close' button. Access the Education tab of the Person Management page for the child to update the Education information by clicking the Child Name hyperlink on the Permanency Plan page.



After completing the updates to the Education tab of the Person Management record save your changes and return to the Permanency Plan you are creating.

4. The Plan Information group box will pre-fill with the Case Name, Child's Name, Worker's Name, Case Number and status of the plan. The Court File # and the Perm Plan Date are mandatory fields that need to be completed.
5. The first tab is the Basic tab. The first area addresses the Father's legal status to the child. This will pre-fill from the Parent Info tab on the child's Person Management page. The second field identifies if the Permanency Plan is an original or subsequent plan. Select the appropriate value.
6. The next group box is Child's Current Permanence Goal of Record. Select the appropriate value from the drop-down list for the Permanence and Concurrent fields.
7. The next group box is the Child's Proposed Permanence Goal. Select the appropriate value from the drop-down list for the Permanence and Concurrent fields.

Permanency Plan - Windows Internet Explorer

eWiSACWIS TM Print Spell Check Help ?

Plan Information

Case Name: Appleton, Claire Case #: 9220002 Perm. Plan Date: 10/14/2011
 Child Name: [Appleton, Claire](#) Court File #: Not Applicable Date Approved: 00/00/0000
 Worker Name: Fern, Fred Status: Pending

Basic | TPR / Adoption Status | ASFA Exceptions | Placement

Father Is: Permanency Plan Is: Original

Child's Current Permanence Goal of Record

Permanence: N/A; Original permanency plan
 Concurrent:

Child's Proposed Permanence Goal

Permanence: Reunification
 Concurrent:

The anticipated date that the Permanency Plan Goal will be achieved: 00/00/0000
 Date Goal Achieved: 00/00/0000
 The date of the last Permanency Plan Review: 00/00/0000
 The date of the last Permanency Plan Hearing: 00/00/0000

Options: Save Close

Done Local intranet | Protected Mode: Off 100%

8. The next four statements require a date. Enter the appropriate date if applicable.
9. The last two statements refer to Independent Living and are system derived.

Permanency Plan - Windows Internet Explorer

eWiSACWIS TM Print Spell Check Help

Plan Information

Case Name: Appleton, Claire Case #: 9220002 Perm. Plan Date: 10/14/2011
 Child Name: [Appleton, Claire](#) Court File #: Not Applicable Date Approved: 00/00/0000
 Worker Name: Fern, Fred Status: Pending

Basic | TPR / Adoption Status | ASFA Exceptions | Placement

Child's Current Permanence Goal of Record

Permanence: N/A; Original permanency plan
 Concurrent:

Child's Proposed Permanence Goal

Permanence: Reunification
 Concurrent:

The anticipated date that the Permanency Plan Goal will be achieved: 00/00/0000
 Date Goal Achieved: 00/00/0000
 The date of the last Permanency Plan Review: 00/00/0000
 The date of the last Permanency Plan Hearing: 00/00/0000

The youth is eligible for Independent Living Services; the youth has been in Out-of-Home Care for six months after the age of 15: Yes No
 Date youth became eligible for Independent Living Services: 00/00/0000

Options: Go

Done Local intranet | Protected Mode: Off 100%

- The next tab is the TPR/Adoption Status tab. The first question is a user selected radio button. The first group box is the Recommendations to TPR. These dates are pre-filled from the Legal Record for the child who is or was in the process of a TPR. The last group box is Adoption Referral. The Name of the Adoption worker and Date Assigned will pre-fill based on assignment. The checkboxes are user selected and the description is a user entered comments box.

Permanency Plan - Windows Internet Explorer

eWiSACWIS TM Print Spell Check ABC Help ?

Plan Information

Case Name: Appleton, Claire Case #: 9220002 Perm. Plan Date: 10/14/2011
 Child Name: [Appleton, Claire](#) Court File #: Not Applicable Date Approved: 00/00/0000
 Worker Name: Fern, Fred Status: Pending

Basic **TPR / Adoption Status** ASFA Exceptions Placement

Has the court made a finding that reasonable efforts to prevent removal or safely return to home are not required? Yes No

Recommendation to TPR

Date referred to District Attorney/Corporation Counsel: 00/00/0000 Date TPR Filed: 00/00/0000
 (If no referral to TPR was made, create the Permanency Plan ASFA Exceptions page.)

Adoption Referral

Name of Adoption Worker (if assigned): Date Assigned: 00/00/0000

Child is placed in an adoptive resource.
 Child needs an adoptive resource to be identified.
 Describe efforts to identify an adoptive resource:
 Child is with resource that will become permanent guardian.
 Barriers to Adoption
 Description:

Save Close

Done Local intranet | Protected Mode: Off 100%

10. The third tab is the ASFA Exceptions tab. The 'Reason why TPR is not being pursued at 15 of 22 months' pre-fills from the Perm Plan ASFA Exceptions page (created via Create > Case Work > Planning > Permanency Plan - ASFA Exceptions).

The screenshot shows a web browser window titled "Permanency Plan - Windows Internet Explorer". The application header is "eWiSACWIS" with navigation icons for TM, Print, Spell Check, and Help. The main content area is titled "Plan Information" and contains the following data:

Case Name:	Appleton, Claire	Case #:	9220002	Perm. Plan Date:	10/14/2011
Child Name:	Appleton, Claire	Court File #:	Not Applicable	Date Approved:	00/00/0000
Worker Name:	Fern, Fred			Status:	Pending

Below the information is a tabbed interface with four tabs: "Basic", "TPR / Adoption Status", "ASFA Exceptions" (which is selected), and "Placement". The "ASFA Exceptions" tab contains a section titled "Reason why TPR is not being pursued at 15 of 22 months" with four checkboxes and their corresponding "Provide supporting information:" links:

- Child is placed with a fit and willing relative.
▶ Provide supporting information:
- Compelling reason why termination of parental rights is not in the child's best interest.
▶ Provide supporting information:
- Reasonable efforts to safely return the child to his or her home have not been made.
▶ Provide supporting information:
- Grounds for involuntary TPR do not exist.
▶ Provide supporting information:

At the bottom right of the form area are "Save" and "Close" buttons. The browser status bar at the bottom shows "Done", "Local intranet | Protected Mode: Off", and a zoom level of "100%".

11. The next tab is the Placement tab. The first two questions need to be answered by selecting the appropriate radio button. If the child is considered a runaway, the date the child was reported as missing needs to be documented. The first group box is called Safe and Appropriate. Answer the first question using the appropriate radio button and document in the mandatory Describe Why field the justification for your answer. The second group box is the Placement Proximity to Child's Home. Check each statement if applicable. The third group box, Placement Changes, contains one question, which can be answered by selecting the appropriate radio button. If the agency does anticipate a placement change, the user must click on the search hyperlink and search out the upcoming provider. The name and address of the new placement will pre-fill to the page and the date of the anticipated change must be documented in the comment field below.

Permanency Plan - Windows Internet Explorer

eWiSACWIS TM Print Spell Check ABC Help ?

Plan Information

Case Name: Appleton, Claire Case #: 9220002 Perm. Plan Date: 10/14/2011
 Child Name: [Appleton, Claire](#) Court File #: Not Applicable Date Approved: 00/00/0000
 Worker Name: Fern, Fred Status: Pending

Basic IPR / Adoption Status ASFA Exceptions **Placement**

Is the child considered missing? Yes No Date child was reported missing: 00/00/0000

Are all siblings that are in OHC placed together? Yes No N/A child has no siblings or no siblings in placement.

Safe and Appropriate

Is the current placement safe and appropriate? Yes No For now, not long term

Describe Why:

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:

Save Close

Done Local intranet | Protected Mode: Off 100%

12. Click back on the Basic tab. The Permanency Plan template must be launched before approval. Select Permanency Plan from the Options drop-down. This will launch the template. There are user entered fields on the template that should be completed. Close and Return to eWiSACWIS.
13. The Permanency Plan must be approved in order to switch from a Pending status to an Ongoing status. Via Options, select Approval and click Go. On the Approval History page, select the Approve radio button and then click the Continue button.
14. Click the Save button on the Permanency Plan page.
15. A permanency plan then should be terminated when the child is no longer in placement.