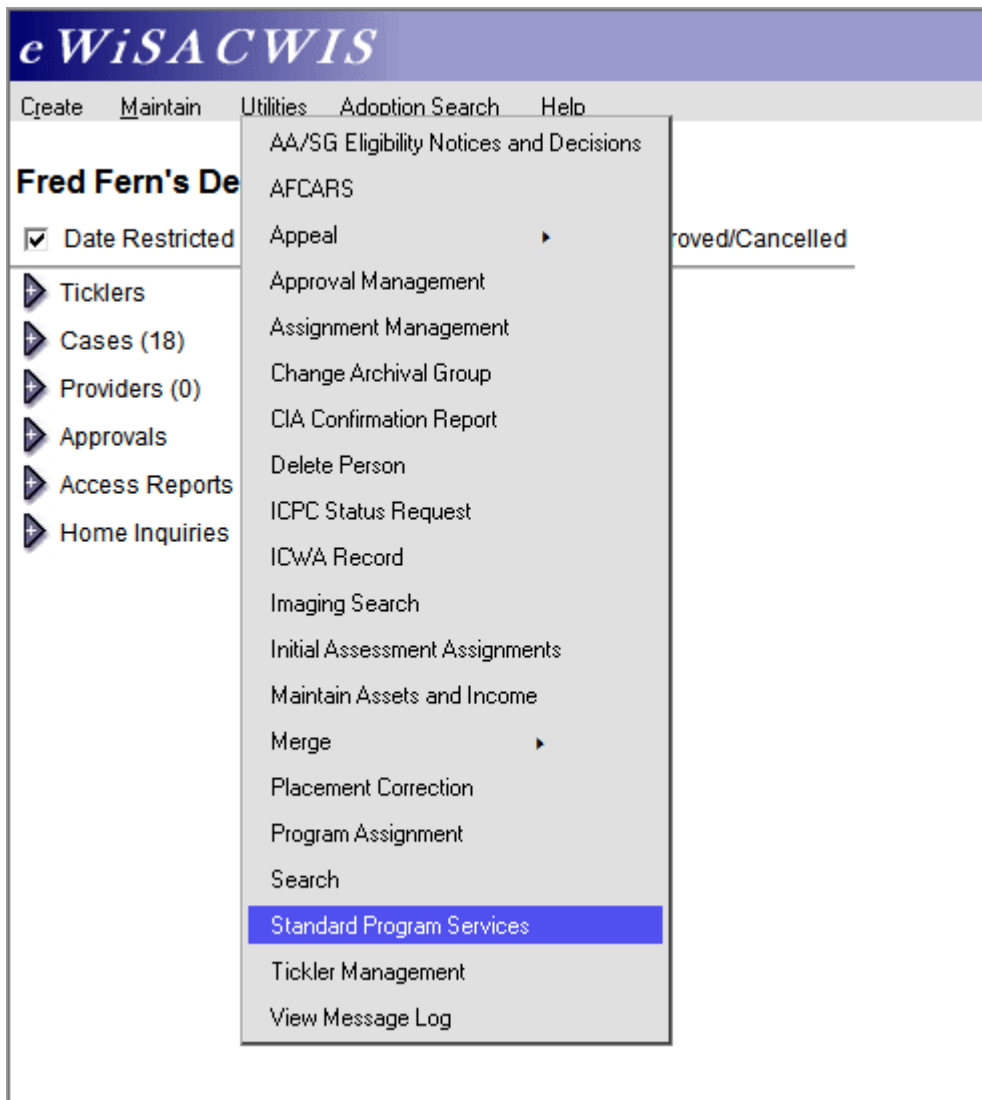


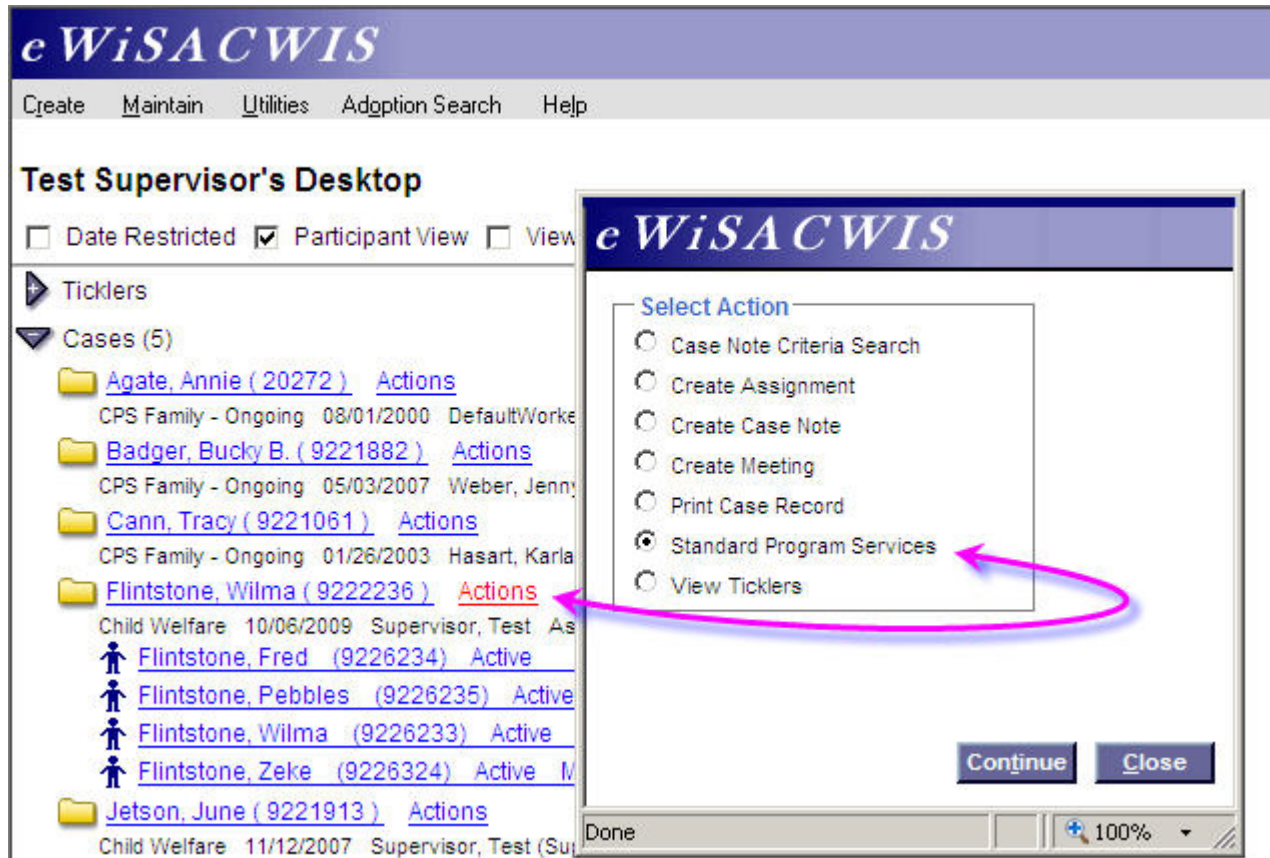
Standard Program Services (SPS)

Viewing and Creating Standard Program Services

1. There are two methods for working with Standard Program Services. The first method, accessing Standard Program Services from the Utilities menu, allows you to work with SPS without an assignment to the case.



The second method requires an assignment to the case. From the Actions hyperlink next to a case, select the Standard Program Services option and click the Continue button.



- Both methods will take you to the Standard Program Services Summary page, yet there are some subtle differences between the two methods. Accessing the Standard Program Services Summary page from the Utilities menu will require you to search out the case you wish to work with.

Standard Program Services Summary - Microsoft Internet Explorer provided by DHFS - State of Wisconsin

eWiSACWIS Print Spell Check Help

Case Information

Case Name: Case Type: [Search](#)

Case Participant: All View Created in Error

Standard Program Services

Participant	Service/Activity	Begin Date	End Date	Worker/Provider	Units of Service		
-------------	------------------	------------	----------	-----------------	------------------	--	--

Insert Close

Done Trusted sites

Accessing the Standard Program Services Summary page from the Actions hyperlink will automatically search and return all applicable SPS results for the case.

Standard Program Services Summary - Microsoft Internet Explorer provided by DHFS - State of Wisconsin

eWISACWIS Print Spell Check Help

Case Information

Case Name: Flintstone, Wilma (9222236) Case Type: CPS Family - Initial Assessment [Search](#)

Case Participant: All View Created in Error

Standard Program Services

Participant	Service/Activity	Begin Date	End Date	Worker/Provider	Units of Service		
Flintstone, Fred	Clothing assistance and household items	02/01/2010		Supervisor, Test	5 Hours	Edit	Copy
Flintstone, Pebbles	Clothing assistance and household items	02/01/2010		Supervisor, Test	5 Hours	Edit	Copy
Flintstone, Wilma	Clothing assistance and household items	02/01/2010		Supervisor, Test	5 Hours	Edit	Copy
Flintstone, Zeke	Community Support	02/01/2010		Supervisor, Test	5 Hours per Week	Edit	Copy
Flintstone, Zeke	Investigations and Assessments	01/05/2010			0	Edit	Copy

Options:

Done Trusted sites

3. The Standard Program Services Summary page will display any previously created SPS. In this instance, no SPS records exist for our case, and therefore nothing was returned for this case search. Clicking the Insert button will open the Standard Program Services page to enter SPS records.

Standard Program Services Summary - Microsoft Internet Explorer provided by DHFS - State of Wisconsin

eWiSACWIS Print Spell Check Help

Case Information

Case Name: Flintstone, Wilma (9222236) Case Type: CPS Family - Initial Assessment [Search](#)

Case Participant: All View Created in Error

Standard Program Services

Participant ▲	Service/Activity	Begin Date	End Date	Worker/Provider	Units of Service		
---------------	------------------	------------	----------	-----------------	------------------	--	--

Options:

Done Trusted sites

4. Step 3 (previous page) had the value of “All” selected for the Case Participants on our Standard Program Services Summary page. This requires you to choose a Participant as is indicated in the first screen shot.

eWiSACWIS Print Spell Check Help

Case Information
Case Name: Flintstone, Wilma (9222236) Case Type: Child Welfare [Target Group Categories & Types](#)

Standard Program Services
County Providing Service: Ashland [Delete](#) Row 1 of 1
Participant: (dropdown menu open with options: Flintstone, Fred (9226234), Flintstone, Pebbles (9226235), Flintstone, Wilma (9226233), Flintstone, Zeke (9226324)) Target Group: (dropdown menu)
SP Category: Service Begin Date: 00/00/0000
SP Type: Service End Date: 00/00/0000
Units of Service: Service Review Date: 00/00/0000

This next screen shot shows us selecting a participant on the Standard Program Services Summary page.

eWiSACWIS Print Spell Check Help

Case Information
Case Name: Flintstone, Wilma (9222236) Case Type: Child Welfare [Search](#)
Case Participant: Flintstone, Zeke (9226324) View Created in Error

Standard Program Services

Participant	Service/Activity	Begin Date	End Date	Worker/Provider	Units of Service		
-------------	------------------	------------	----------	-----------------	------------------	--	--

Options: (dropdown menu) [Go](#) [Insert](#) [Close](#)

If a participant is selected on the Standard Program Services Summary page then that participant will populate on the Standard Program Services page. The Case Participant can be updated, along with all other data elements, until the record is frozen.

eWiSACWIS Print Spell Check Help

Case Information
Case Name: Flintstone, Wilma (9222236) Case Type: Child Welfare [Target Group Categories & Types](#)

Standard Program Services
County Providing Service: Ashland [Delete](#) Row 1 of 1
Participant: Flintstone, Zeke (9226324) Target Group:
SP Category: Service Begin Date: 00/00/0000
SP Type: Service End Date: 00/00/0000

5. After choosing your Case Participant, if applicable, your next step is to choose the Target Group.

Note: The Standard Program Services page is only used to document services specific to Child Welfare activities, Juvenile Justice activities, or services specific to the Western Regional Partnership Grant.

Standard Program Services -- Web Page Dialog eWiSACWIS Print Spell Check Help

Case Information
Case Name: Flintstone, Wilma (9222236) Case Type: CPS Family - Initial Assessment [Target Group Categories & Types](#)

Standard Program Services
County Providing Service: Ashland [Delete](#) Row 1 of 1
Participant: Flintstone, Zeke (9226324) Target Group:
SP Category:
SP Type:
Units of Service: 0000.00 Service Review Date: 00/00/0000
Child Welfare 00/00/0000
Juvenile Justice 00/00/0000
RPG - Western Region
Comments:
 Provider Worker: [Search](#) [Copy Service](#)
Insert
Save **Close**

6. Select the appropriate SP Category from the drop-down. This will filter the available SP Type as the type is dependent upon the SP Category chosen.

Standard Program Services -- Web Page Dialog

eWISACWIS Print Spell Check Help

Case Information
Case Name: Flintstone, Wilma (9222236) Case Type: CPS Family - Initial Assessment [Target Group Categories & Types](#)

Standard Program Services

County Providing Service: Ashland [Delete](#) Row 1 of 1

Participant: Flintstone, Zeke (9226324) Target Group: Child Welfare

SP Category:
SP Type:
Units of Service:
Comments:

- Access, Outreach and Prevention
- Child Day Care and Transportation
- Community Living and Support Services
- Community Residential Services
- Community Support
- Community Treatment Services
- Inpatient and Institutional Care
- Investigations and Assessments
- Specialized transportation & escort
- Work Related Services

Service Begin Date: 00/00/0000
Service End Date: 00/00/0000
Service Review Date: 00/00/0000

Provider Worker: [Search](#) [Copy Service](#)

[Insert](#) [Save](#) [Close](#)

7. Select the appropriate SP Type from the drop-down.

Standard Program Services -- Web Page Dialog

eWiSACWIS Print Spell Check ABC Help ?

Case Information
Case Name: Flintstone, Wilma (9222236) Case Type: CPS Family - Initial Assessment [Target Group Categories & Types](#)

Standard Program Services

County Providing Service: Delete Row 1 of 1

Participant: Target Group:

SP Category:

SP Type:

Units of Service:

- Assistance with SSI/SSA benefits
- Case management
- Clothing assistance and household items
- Community Living and Support Services
- Daily living skills training
- Family planning
- Family Preservation Services (in home)
- Housing or energy assistance
- Interpreter services & adaptive equipment
- Mentoring Services
- Protective payment/guardianship
- Respite care
- Restraining Orders

Comments:

Provider Search Copy Service

Insert Save Close

8. In some instances, you may not know exactly which SP Category to choose in order to find the correct SP Type. Clicking on the “Target Group Categories & Types” hyperlink will take you to a web page that defines and displays all SP Types nested under the corresponding SP Category.

Case Information
Case Name: Flintstone, Wilma (9222236) Case Type: Child Welfare [Target Group Categories & Types](#)

Standard Program Services

County Providing Service:	Ashland	Delete	Row 1 of 1
Participant:	Flintstone, Zeke (9226324)	Target Group:	Child Welfare
SP Category:	Community Living and Support Services	Service Begin Date:	00/00/0000
SP Type:	Clothing assistance and household items	Service End Date:	00/00/0000
Units of Service	0.00	Service Review Date:	00/00/0000
Comments:	<div style="border: 1px solid black; height: 100px;"></div>		
<input type="radio"/> Provider <input checked="" type="radio"/> Worker:	Search	Copy Service	

[Insert](#)

[Save](#) [Close](#)

The following screen shot is a sample of the web page discussed on the previous page.



Wisconsin Department of Children & Families

Protecting Children. Strengthening Families. Building Communities.

Search DCF Website

GO

Home

About Us

Family Resources

Data & Statistics

Press & Publications

Report Child Abuse

[eWiSACWIS Home](#) > [SPC Cluster Categories & Definitions](#)



Categories & Definitions

This page provides detail about Core SPC Clusters and Categories.

[Click here](#) for an Adobe Acrobat (.pdf) version of the original deskcard.

[100 Child Day Care - Crisis / Respite \(Detailed Definition\)](#)
- 101 Child day care - Crisis / Respite

[104 Supportive Home Care \(Detailed Definition\)](#)

[107 Specialized Transportation and Escort \(Detailed Definition\)](#)

[300 Community Living / Support Services \(Detailed Definition\)](#)
- 102 Adult day care
- 103 Respite care
- 106 Housing / energy assistance
- 110 Daily living skills training
- 112 Interpreter services and adaptive equipment
- 401 Congregate meals
- 402 Home delivered meals
- 404 Family planning
- 406 Protective payment / guardianship
- 604 Case management

[400 Investigations and Assessments \(Detailed Definition\)](#)
- 301 Court intake and studies
- 603 Intake assessment

[500 Community Support \(Detailed Definition\)](#)
500 Community support

Search KWEB

Submit

- [KWEB Home](#)
- [Administration](#)
- [All Contacts](#)
- [Helpdesk](#)
- [Learning Center](#)
- [What's New](#)
- [Project Team](#)
- [Reports](#)
- [Financial](#)
- [Provider](#)
- [F.A.Q.](#)
- [Technical](#)
- [External Links](#)



Get Adobe!

Site Comments

9. Document the date that the service began.

Note: If you right click on a date field in eWiSACWIS a calendar will pop-up for you to choose your date.

eWiSACWIS Print Spell Check Help

Case Information
Case Name: Flintstone, Wilma (9222236) Case Type: Child Welfare [Target Group Categories & Types](#)

Standard Program Services Delete Row 1 of 1

County Providing Service: Participant: Target Group:

SP Category: Service Begin Date:

SP Type: Service End Date:

Units of Service: Service Review Date:

Comments:

Provider Worker [Search](#) [Copy Service](#)

February, 2010

	Sun	Mon	Tue	Wed	Thu	Fri	Sat
5		1	2	3	4	5	6
6	7	8	9	10	11	12	13
7	14	15	16	17	18	19	20
8	21	22	23	24	25	26	27
9	28						

Mon, Feb 1

10. If applicable, enter the number of Units of Service and define the measurement of the units entered.

Standard Program Services -- Web Page Dialog

eWISACWIS Print Spell Check Help

Case Information
Case Name: Flintstone, Wilma (9222236) Case Type: CPS Family - Initial Assessment [Target Group Categories & Types](#)

Standard Program Services

County Providing Service: Ashland [Delete](#) Row 1 of 1

Participant: Flintstone, Zeke (9226324) Target Group: Child Welfare

SP Category: Community Living and Support Services Service Begin Date: 02/01/2010

SP Type: Clothing assistance and household items Service End Date: 00/00/0000

Units of Service: 5.00 Service Review Date: 00/00/0000

Comments:

Provider Worker:

- Hours
- Hours per Day
- Hours per Week
- Hours per Month
- Hours per Year
- Days
- Days per Week
- Days per Month
- Days per Year
- Months
- Months per Year

[Search](#) [Copy Service](#)

Insert

Save **Close**

11. The Comments field offers an area for you to further speak to the service being provided. This is not a required field.

Also not required is the identification of the Provider or Worker providing the service. You can complete this information by clicking on the Search hyperlink and searching out the provider or the worker.

Note: In order for the Provider to be searchable, the provider must already be documented in the system.

Standard Program Services -- Web Page Dialog

eWiSACWIS Print Spell Check Help

Case Information
Case Name: Flintstone, Wilma (9222236) Case Type: CPS Family - Initial Assessment [Target Group Categories & Types](#)

Standard Program Services

County Providing Service: Ashland [Delete](#) Row 1 of 1

Participant: Flintstone, Zeke (9226324) Target Group: Child Welfare

SP Category: Community Living and Support Services Service Begin Date: 02/01/2010

SP Type: Clothing assistance and household items Service End Date: 00/00/0000

Units of Service: 5.00 Hours Service Review Date: 00/00/0000

Comments:

Provider Worker: [Search](#) [Copy Service](#)

Insert

Save **Close**

12. Clicking the Remove hyperlink will remove the identified Provider or Worker.

Case Information
Case Name: Flintstone, Wilma (9222236) Case Type: Child Welfare [Target Group Categories & Types](#)

Standard Program Services

County Providing Service:	Ashland	Delete	Row 1 of 1
Participant:	Flintstone, Zeke (9226324)	Target Group:	Child Welfare
SP Category:	Community Living and Support Services	Service Begin Date:	02/01/2010
SP Type:	Clothing assistance and household items	Service End Date:	00/00/0000
Units of Service:	5 Hours	Service Review Date:	00/00/0000
Comments:	<div style="border: 1px solid black; height: 100px;"></div>		
<input type="radio"/> Provider	<input checked="" type="radio"/> Worker: Supervisor, Test (6131553)	Search Remove Copy Service	

13. The Copy Service hyperlink allows you to copy the SPS from one participant to another. This can be most useful when several family members are all receiving the same service.

Note: The Copy Service option is available, even if there is only one participant in the case. This allows you to create the SPS while only changing the applicable data values.

Case Information
Case Name: Flintstone, Wlma (9222236) Case Type: CPS Family - Initial Assessment [Target Group Categories & Types](#)

Standard Program Services

County Providing Service:		Ashland	Delete	Row 1 of 1
Participant:	Flintstone, Zeke (9226324)	Target Group:	Child Welfare	
SP Category:	Community Living and Support Services	Service Begin Date:	02/01/2010	
SP Type:	Clothing assistance and household items	Service End Date:	00/00/0000	
Units of Service	5.00 Hours	Service Review Date:	00/00/0000	
Comments:				

Provider Worker: Supervisor, Test (6131553) [Search Remove](#) [Copy Service](#)

Copy Standard Program Services

Insert

Save Close

In order to copy a SPS, the SPS must first be saved. The application will prompt you to save your work before allowing the copy to occur.

Case Information
Case Name: Flintstone, Wilma (9222236) Case Type: Child Welfare [Target Group Categories & Types](#)

Standard Program Services

County Providing Service:	Ashland	Delete	Row 1 of 1
Participant:	Flintstone, Zeke (9226324)	Target Group:	Child Welfare
SP Category:	Community		
SP Type:	Clothing as		
Units of Service:	5		
Comments:			

Provider Worker: Supervisor, Test (6131553) [Search](#) [Remove](#) [Copy Service](#)

[Insert](#)

eWiSACWIS -- Webpage Dialog

This will save the page. Do you want to continue?

[Yes](#) [No](#)

[Save](#) [Close](#)

14. Upon selecting the Copy Service hyperlink, you will be presented with the Service Copy page that lists all active case participants (including the participant the SPS is being copied from). Select all of the participants that you wish to copy the SPS to and click the Continue button.

The screenshot displays the 'Service Copy -- Webpage Dialog' interface. On the left, a table lists participants for selection:

Select	Person Name	DOB
<input checked="" type="checkbox"/>	Flintstone, Fred	
<input checked="" type="checkbox"/>	Flintstone, Pebbles	05/12/1991
<input checked="" type="checkbox"/>	Flintstone, Wilma	
<input type="checkbox"/>	Flintstone, Zeke	02/03/2001

Below the table are 'Continue' and 'Close' buttons. A pink arrow points from the 'Continue' button to a confirmation dialog box in the foreground. The dialog box, titled 'eWiSACWIS -- Webpage Dialog', contains the text: 'This will copy the current Standard Program Service to one or more case participants. Continue?' with 'one or more case participants' highlighted in yellow. It includes 'Yes' and 'No' buttons. In the background, the main interface shows a 'Target Group Categories & Types' section with a dropdown menu set to 'Child Welfare', and date fields for 'Service Begin Date' (02/01/2010), 'Service End Date' (00/00/0000), and 'Service Review Date' (00/00/0000). A 'Delete' link and 'Row 1 of 1' indicator are also visible.

The following screen shot illustrates the insertion of 3 new SPS records.

The screenshot displays the 'Standard Program Services -- Webpage Dialog' window. At the top, the 'eWiSACWIS' logo is on the left, and 'Print', 'Spell Check', and 'Help' icons are on the right. Below the title bar, the 'Case Information' section shows 'Case Name: Flintstone, Wilma (9222236)' and 'Case Type: Child Welfare'. A link for 'Target Group Categories & Types' is also present.

The main section, 'Standard Program Services', contains a list of service records. The first record is highlighted in yellow and labeled 'Row 1 of 4'. A vertical double-headed arrow indicates the list's extent. The second record is partially visible and labeled 'Row 2 of 4'. The 'Insert' button is highlighted in blue.

Row	Participant	SP Category	SP Type	Units of Service	Target Group	Service Begin Date	Service End Date	Service Review Date
Row 1 of 4	Flintstone, Wilma (9226233)	Community Living and Support Services	Clothing assistance and household items	5 Hours	Child Welfare	02/01/2010	00/00/0000	00/00/0000
Row 2 of 4	Flintstone, Pebbles (9226235)	Community Living and Support Services			Child Welfare	02/01/2010		

Additional details for the first record: County Providing Service: Ashland; Comments: (empty text area); Provider: ; Worker: Supervisor, Test (6131553); Search Remove; Copy Service.

Buttons at the bottom: Save, Close, and an Insert button.

Back on the Standard Program Services Summary page, you can filter your view of the Standard Program Services by Case Participant. In the example below, we are viewing “All” of the Standard Program Services documented for this case.

Standard Program Services Summary - Microsoft Internet Explorer provided by DHFS - State of Wisconsin

eWISACWIS Print Spell Check Help

Case Information

Case Name: Flintstone, Wilma (9222236) Case Type: CPS Family - Initial Assessment [Search](#)

Case Participant: **All** View Created in Error

Standard Program Services

Participant ▲	Service/Activity	Begin Date	End Date	Worker/Provider	Units of Service		
Flintstone, Fred	Clothing assistance and household items	02/01/2010		Supervisor, Test	5 Hours	Edit	Copy
Flintstone, Pebbles	Clothing assistance and household items	02/01/2010		Supervisor, Test	5 Hours	Edit	Copy
Flintstone, Wilma	Clothing assistance and household items	02/01/2010		Supervisor, Test	5 Hours	Edit	Copy
Flintstone, Zeke	Community Support	02/01/2010		Supervisor, Test	5 Hours per Week	Edit	Copy

Options:

Done Trusted sites

Here we are viewing our SPS record for just one participant.

Standard Program Services Summary - Microsoft Internet Explorer provided by DHFS - State of Wisconsin

eWiSACWIS Print Spell Check Help

Case Information

Case Name: Flintstone, Wilma (9222236) Case Type: CPS Family - Initial Assessment [Search](#)

Case Participant: **Flintstone, Zeke (9226324)** View Created in Error

Standard Program Services

Participant ▲	Service/Activity	Begin Date	End Date	Worker/Provider	Units of Service		
Flintstone, Zeke	Community Support	02/01/2010		Supervisor, Test	5 Hours per Week	Edit	Copy

Options:

Done Trusted sites

15. To edit a record, click the Edit hyperlink next to the record you wish to edit.

Standard Program Services Summary - Microsoft Internet Explorer provided by DHFS - State of Wisconsin

eWiSACWIS Print Spell Check Help

Case Information

Case Name: Flintstone, Wilma (9222236) Case Type: CPS Family - Initial Assessment [Search](#)

Case Participant: Flintstone, Zeke (9226324) View Created in Error

Standard Program Services

Participant ▲	Service/Activity	Begin Date	End Date	Worker/Provider	Units of Service		
Flintstone, Zeke	Community Support	02/01/2010		Supervisor, Test	5 Hours per Week	Edit	Copy

[Edit Standard Program Services](#)

Options:

Done Trusted sites

16. To end a SPS record, record an end date in the Service End Date field.

Note: Once an end date has been entered and the record has been saved, all fields except the Service End Date and the Comments fields are frozen.

SPS records should be ended once the service is no longer being provided. This will ensure that there is an accurate count of services being provided by the county.

Case Information
Case Name: Flintstone, Wilma (9222236) Case Type: Child Welfare [Target Group Categories & Types](#)

Standard Program Services Row 1 of 1

County Providing Service: <input type="text" value="Ashland"/>	<input type="checkbox"/> Created In Error
Participant: <input type="text" value="Flintstone, Zeke (9226324)"/>	Target Group: <input type="text" value="Child Welfare"/>
SP Category: <input type="text" value="Community Living and Support Services"/>	Service Begin Date: <input type="text" value="02/01/2010"/>
SP Type: <input type="text" value="Clothing assistance and household items"/>	Service End Date: <input type="text" value="02/01/2010"/>
Units of Service: <input type="text" value="5"/> <input type="text" value="Hours"/>	Service Review Date: <input type="text" value="00/00/0000"/>

Comments:

Provider Worker: Supervisor, Test (6131553) [Search Remove](#) [Copy Service](#)

17. Once a Service End Date has been entered, the “Created in Error” check box appears. This check box is used to mark a SPS record as “made in error.” Records marked as “made in error” will not be counted as a service provided by the county.

Note: When a record is marked as “Created In Error” the Service End Date is set to the Service Begin Date, and the record is completely frozen and not modifiable.

eWiSACWIS Print Spell Check Help

Case Information
Case Name: Flintstone, Wilma (9222236) Case Type: Child Welfare [Target Group Categories & Types](#)

Standard Program Services

County Providing Service:	Ashland	<input checked="" type="checkbox"/> Created In Error	Row 1 of 1
Participant:	Flintstone, Zeke (9226324)	Target Group:	Child Welfare
SP Category:	Community Living and Support Services	Service Begin Date:	02/01/2010
SP Type:	Clothing assistance and household items	Service End Date:	02/01/2010
Units of Service:	5 Hours	Service Review Date:	00/00/0000

Comments:

Provider Worker

eWiSACWIS -- Webpage Dialog

The Created In Error checkbox has been checked for one of the Standard Program Service records. Upon save this record will become frozen and will not be modifiable. Do you want to continue?

Once a SPS record is marked as Created In Error, it will not show on the Standard Program Services Summary page unless the “View Created in Error” check box is checked as is illustrated below.

Standard Program Services Summary - Microsoft Internet Explorer provided by DHFS - State of Wisconsin

eWiSACWIS Print Spell Check Help

Case Information

Case Name: Flintstone, Wilma (9222236) Case Type: CPS Family - Initial Assessment [Search](#)

Case Participant: Flintstone, Zeke (9226324) View Created in Error

Standard Program Services

Participant ▲	Service/Activity	Begin Date	End Date	Worker/Provider	Units of Service		
---------------	------------------	------------	----------	-----------------	------------------	--	--

Options:

Done Trusted sites

With the “View Created in Error” check box check the SPS record that was marked as “made in error” now appears.

The screenshot displays the eWiSACWIS web application interface. The browser title bar reads "Standard Program Services Summary - Microsoft Internet Explorer provided by DHFS - State of Wisconsin". The application header includes the logo "eWiSACWIS" and navigation links for "Print", "Spell Check", and "Help".

Case Information

Case Name: Flintstone, Wilma (9222236) Case Type: CPS Family - Initial Assessment [Search](#)

Case Participant: View Created in Error

Standard Program Services

Participant ▲	Service/Activity	Begin Date	End Date	Worker/Provider	Units of Service		
Flintstone, Zeke	Clothing assistance and household items	02/01/2010	02/01/2010	Supervisor, Test	5 Hours	View	Copy

Options:

Done Trusted sites

Here we are viewing the SPS records for “All” participants of our case. Again, note that with the “View Created in Error” check box checked the one record that was “created in error” displays along with the rest.

Standard Program Services Summary - Microsoft Internet Explorer provided by DHFS - State of Wisconsin

eWiSACWIS Print Spell Check Help

Case Information

Case Name: Flintstone, Wilma (9222236) Case Type: CPS Family - Initial Assessment [Search](#)

Case Participant: **All** View Created in Error

Standard Program Services

Participant	Service/Activity	Begin Date	End Date	Worker/Provider	Units of Service		
Flintstone, Fred	Clothing assistance and household items	02/01/2010		Supervisor, Test	5 Hours	Edit	Copy
Flintstone, Pebbles	Clothing assistance and household items	02/01/2010		Supervisor, Test	5 Hours	Edit	Copy
Flintstone, Wilma	Clothing assistance and household items	02/01/2010		Supervisor, Test	5 Hours	Edit	Copy
Flintstone, Zeke	Clothing assistance and household items	02/01/2010	02/01/2010	Supervisor, Test	5 Hours	View	Copy

Options:

Done Trusted sites

18. The Standard Program Services Summary page also offers a method to export the returned search results to a spreadsheet. To do this, select Export SP Services List from the Options drop-down and then click the Go button.

Case Information

Case Name: Flintstone, Wilma (9222236) Case Type: CPS Family - Initial Assessment [Search](#)

Case Participant: View Created in Error

Standard Program Services

Participant ▲	Service/Activity	Begin Date	End Date	Worker/Provider	Units of Service		
Flintstone, Fred	Clothing assistance and household items	02/01/2010		Supervisor, Test	5 Hours	Edit	Copy
Flintstone, Pebbles	Clothing assistance and household items	02/01/2010		Supervisor, Test	5 Hours	Edit	Copy
Flintstone, Wilma	Clothing assistance and household items	02/01/2010		Supervisor, Test	5 Hours	Edit	Copy
Flintstone, Zeke	Clothing assistance and household items	02/01/2010	02/01/2010	Supervisor, Test	5 Hours	View	Copy

Options:

Done Trusted sites

19. The system will prompt you to enter a file name for your export.

Note: All exported documents are saved by eWiSACWIS at C:/eWiSACWIS/export

Below is a sample output of the exported results. All results that are returned will be exported, including those marked “created in error.”

	A	B	C	D	E	F	
1	Case Name/Case ID	Case Type	County Providing Service	Created In Error	Participant	Target Group	SP Category
2	Flintstone, Wilma (9222236)	Child Welfare	Ashland	N	Flintstone, Fred	Child Welfare	Community Liv
3	Flintstone, Wilma (9222236)	Child Welfare	Ashland	N	Flintstone, Pebbles	Child Welfare	Community Liv
4	Flintstone, Wilma (9222236)	Child Welfare	Ashland	N	Flintstone, Wilma	Child Welfare	Community Liv
5	Flintstone, Wilma (9222236)	Child Welfare	Ashland	Y	Flintstone, Zeke	Child Welfare	Community Liv
6							

SPS results are also displayed for the individual participant on the Characteristic tab of his or her Person Management record. Much like the Standard Program Services Summary page, this display is provided to give a quick snapshot of the SPS records recorded for a particular participant.

Note: You cannot edit a record from this page. However, you can view these records by clicking on the “View” hyperlink.

Person Management 'Zeke Flintstone' ID:9226324 - Microsoft Internet Explorer provided by DHFS - State of Wi...

eWiSACWIS TM Print Spell Check Help

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

Select those values which have been diagnosed by a physician, psychologist or other qualified mental health professional. [Details](#)

Developmental Delay Medically Complex Child Medically Fragile Infant Prematurity Technology Dependent Weight Concern

Substance Use/Behavior Problem

Alcohol Freq.: **Marijuana Freq.:** **Behavior Problem** [Details](#)

Drugs: Freq.: **Solvents: Freq.:**

Primary Caretaker(s) Information

Emotionally Disturbed: **Learning Disability:** **Visually or Hearing Impaired:** **Drug Abuse:**

Physically Disabled: **Other Medical Condition:** **Alcohol Abuse:** **Mental Retardation:**

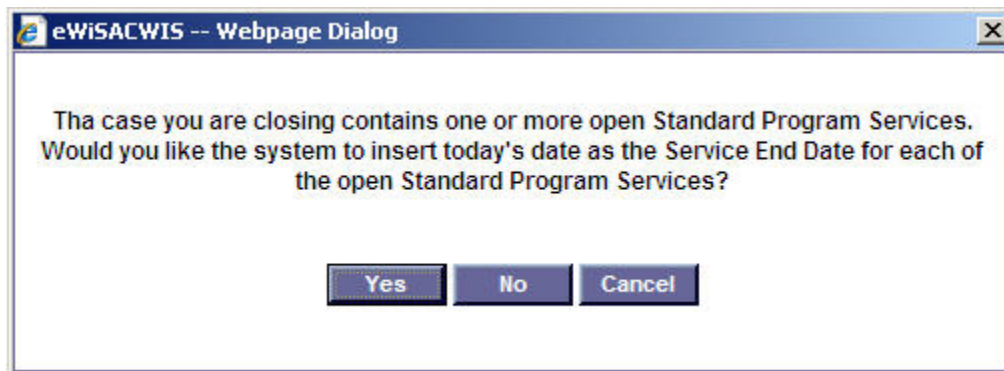
Standard Program Services

Target Group	Service/Activity	Begin Date	End Date	Worker/Provider	Units of Service	
Child Welfare	Clothing assistance and household items	02/01/2010	02/01/2010	Supervisor, Test	5 Hours	View

Options:

Done Trusted sites

20. We've already discussed how to mark a SPS record as ended. However, as a reminder of any open SPS records, users will be asked at the point of case closure if they wish to close all "open" SPS records. If the user selects "Yes" then the system will apply the case closure date to all open SPS records.



21. Lastly, at the beginning of every new calendar year a batch runs that will end any Standard Program Service that is still open for the prior year. Along with ending the open SPS records, the batch also reopens a copy of the record it just closed using a begin date of January 1st of the year the batch is run. This allows for a clean data-set to be counted while alleviating the need for users to re-document SPS records that are remaining open in the new year.

Below is a sample screen-shot of what this might look like. In this example, there are two SPS records that were ended 12.31.09. These two records were also copied over and given new begin dates of 1.1.10. The last record was not touched by the batch because it already had an end date entered before the batch was run.

eWISACWIS Print Spell Check Help

Case Information

Case Name: Flintstone, Wilma (9222236) Case Type: CPS Family - Initial Assessment [Search](#)

Case Participant: View Created in Error

Standard Program Services

Participant	Service/Activity	Begin Date	End Date	Worker/Provider	Units of Service		
Flintstone, Pebbles	Access, Outreach and Prevention	01/01/2010			5 Hours per Month	Edit	Copy
Flintstone, Pebbles	Access, Outreach and Prevention	05/01/2009	12/31/2009		5 Hours per Month	Edit	Copy
Flintstone, Pebbles	Child Day Care and Transportation	01/01/2010			2 Hours per Day	Edit	Copy
Flintstone, Pebbles	Child Day Care and Transportation	03/15/2009	12/31/2009		2 Hours per Day	Edit	Copy
Flintstone, Pebbles	Clothing assistance and household items	03/16/2009	03/16/2009	Supervisor, Test	5 Hours	Edit	Copy

Options: