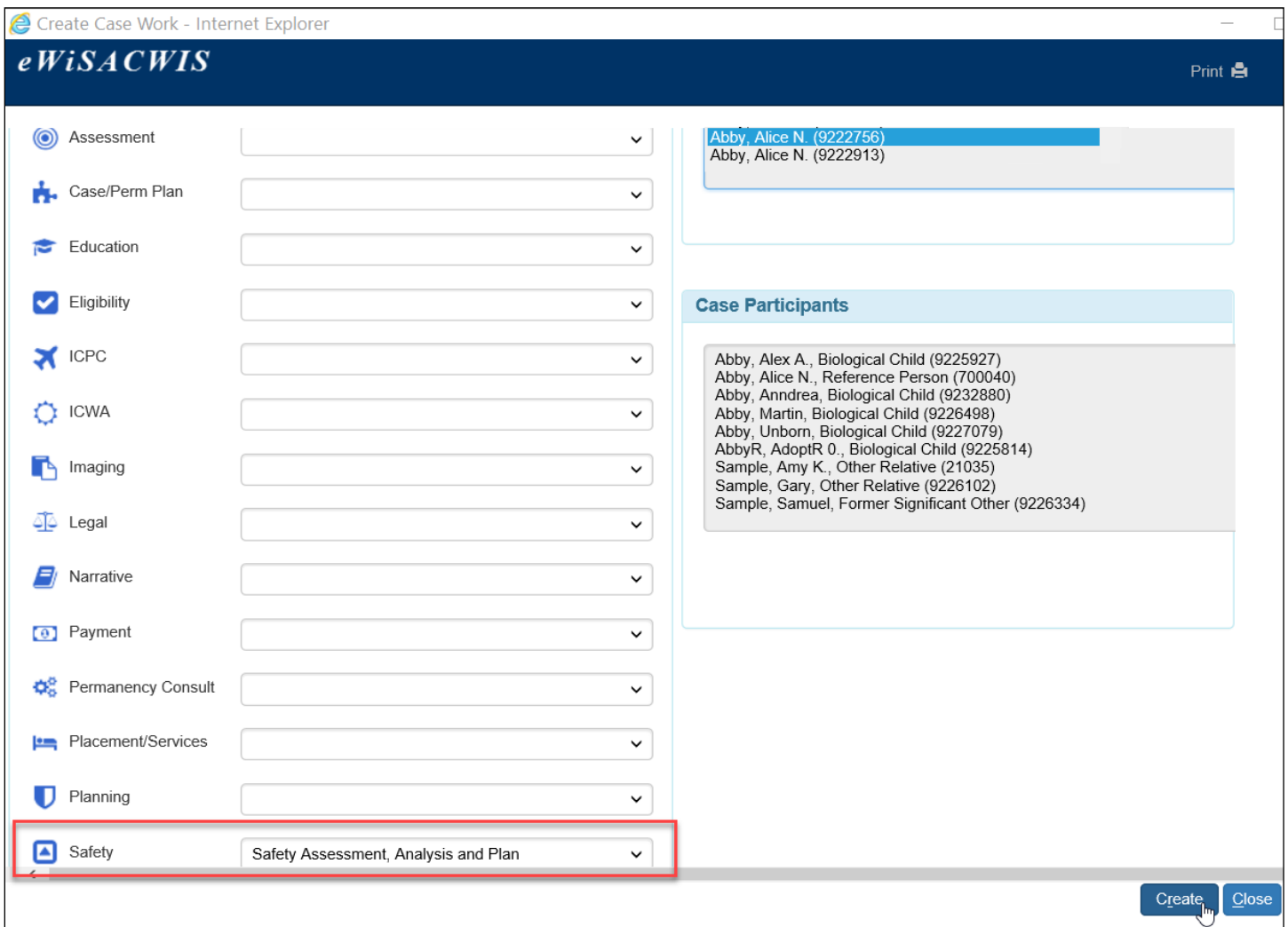
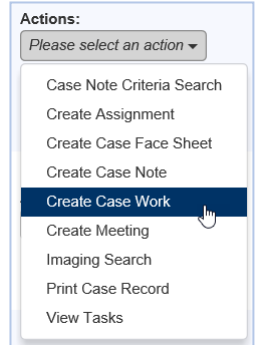


Safety Assessment, Analysis and Plan

Note: In order to create a Safety Assessment, Analysis and Plan, an assignment to the case is needed.

1. From the desktop, go to the Cases tab and click the Create Case Work hyperlink [Create case work](#) or select Create Case Work from the Actions drop-down next to the specific case to open the Create Case Work page.
2. On the Create Case Work page, select 'Safety Assessment, Analysis and Plan' from the Safety drop-down. Select the appropriate Case. When launching the Create Case Work page from the Actions dropdown of a Case, the Case will be selected and selection will be disabled.
3. Click Create.



- If prior Safety Assessment, Analysis and Plans exist for this case, the Safety Assessment, Analysis and Plan Selection Copy page will display allowing the copy of a previous plan by clicking the [Copy](#) hyperlink. If you do not want to copy any previous plan, click the Create button.

Note: If there is an open Targeted Safety Support Funds (TSSF) program assignment, the following informational message displays when the [Copy](#) hyperlink or Create button is clicked, “There is an open TSSF Program Assignment. Please work with your TSSF Coordinator to end assignment.”

The screenshot shows a web browser window titled "Safety Assessment, Analysis and Plan Selection Copy - Internet Explorer". The page header includes the logo "eWiSACWIS" and navigation links for "Print" and "Help".

Case

Case ID: 9222746 Case Name: Alice N. Abby

Safety Assessment, Analysis and Plan Selection

Select the View link to view details. Select the Copy link to copy the specific record. Select the Create button to create a Safety Assessment and Planning page without copying a previous record.

Date of Safety Assessment	Finding		
02/16/2013	Safe	View	Copy
02/18/2013	Unsafe	View	Copy
02/17/2013	Unsafe	View	Copy
01/08/2013	Safe	View	Copy
03/01/2012	Safe	View	Copy

[Create](#) [Close](#)

- To view an existing Safety Assessment, Analysis and Plan, click the [View](#) hyperlink.

6. On the Safety Assessment, Analysis and Plan page, in the General section, select the 'Type' of Safety Assessment, Analysis and Plan being created. The 'Name' and 'Worker' will pre-fill.

eWiSACWIS
WLP Screenshot Print

General

Name: Alice N. Abby Child Welfare Professional: Caitlin C. Cake Approval Date: Type: **Conditions change either** Final Safety Decision: Unsafe Completed

Part. Info Safety Assessment Description of Safety Threats Plan Analysis ICWA/WICWA

Child Information

Child Name	DOB	Child with Status as Indian per ICWA/WICWA Details
Abby, Martin	00/00/0000	Yes
Abby, Stewart	01/01/2008	Yes
Sample, Samuel	03/01/2015	

[Add/Edit](#)

Parent/Caregiver Information

Parent/Caregiver Name	DOB
Abby, Alice N.	01/01/1982
Encarnacionsa, Juan	05/14/1980

[Add/Edit](#)

Options: [Go](#) [Save](#) [Close](#)

7. The Part. Info tab will be blank unless a Safety Assessment, Analysis and Plan was selected to copy. Click the Add/Edit button in the Child Information and Parent/Caregiver Information sections to add or modify the participants for this Safety Assessment, Analysis and Plan.

Part. Info Safety Assessment Description of Safety Threats Plan Analysis ICWA/WICWA

Child Information

Child Name	DOB	Child with Status as Indian per ICWA/WICWA Details
Abby, Martin	00/00/0000	Yes
Abby, Stewart	01/01/2008	Yes
Sample, Samuel	03/01/2015	

[Add/Edit](#)

Parent/Caregiver Information

Parent/Caregiver Name	DOB
Abby, Alice N.	01/01/1982
Encarnacionsa, Juan	05/14/1980

[Add/Edit](#)

Options: [Go](#) [Save](#) [Close](#)

8. The participants are now displayed on the Part. Info tab.

9. The Safety Assessment tab contains 11 questions in the Safety Threats section. Answer the 11 questions and enter the 'Date of Safety Assessment' in the Safety Assessment and Conclusion section.

eWiSACWIS
WLP Screenshot Print

General

Name: Alice N. Abby Child Welfare Professional: Caitlin C. Cake Approval Date: Type: **Conditions change either** Final Safety Decision: Unsafe Completed

Part. Info **Safety Assessment** Description of Safety Threats Plan Analysis ICWA/WICWA

Safety Threats

No adult in the home will perform parental duties and responsibilities in line with the child's individual developmental needs. [Details](#) Yes No

One or both parent's/caregiver's behavior shows a pattern of violence. [Details](#) Yes No

One or both parents/caregivers has impulsive behavior that they cannot/will not control. [Details](#) Yes No

One or both parents/caregivers have exaggerated, negative perceptions of the child. [Details](#) Yes No

Family does not use known, available, and accessible resources to assure the child's essential needs for food, clothing, and/or shelter are met. [Details](#) Yes No

One or both parents/caregivers fear they will maltreat the child and/or request placement. [Details](#) Yes No

One or both parents/caregivers intend(ed) to seriously hurt the child. [Details](#) Yes No

One or both parents/caregivers lack parenting knowledge, skills, or motivation necessary to assure the child's basic needs are met. [Details](#) Yes No

The child has exceptional needs which the parents/caregivers cannot or will not meet. [Details](#) Yes No

Living arrangements seriously endanger the child's physical health. [Details](#) Yes No

The child is profoundly fearful of the home situation or people within the home. [Details](#) Yes No

Safety Assessment and Conclusion

One or more factors that negatively affect safety are identified: [Details](#) Yes No

Date Assessment Completed:

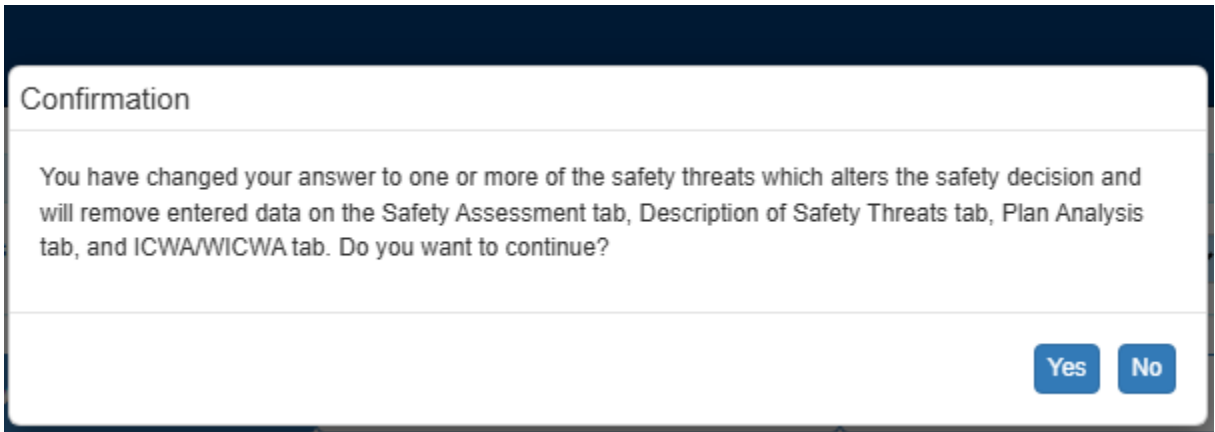
Is there an adult in the home that has protective capacities to protect the child(ren) from the identified safety threat? [Details](#) Yes No

If you answer "Yes," please describe how the adult's specific protective capacities can and will manage the identified safety threats. This justification demonstrates that the child(ren) can be protected and no further safety intervention is needed. If you answer "No," continue with the analysis and planning.

Final Safety Decision: Unsafe

Options:

Note: The following message displays for any Safety Threats question when a response of ,Yes' is changed to No:



10. The 'Final Safety Decision' is pre-filled based on the answers to the questions:
 - a. Division of Milwaukee Child Protective Services (DMCPS) workers, complete the BMCW Safety Services section as applicable.
11. If all safety questions are answered 'No', enter the date of the safety assessment, open the Safety Assessment templates from the Options drop-down, check the Completed check box in the top right (please see steps 21, 22, 23 and 24 in this user guide).
12. If any safety question is answered 'Yes', proceed to the next tab.
13. The Description of Safety Threats tab displays the Safety Threats selected on the Safety Assessment tab with required narrative text to describe each identified safety threat. The Services Available/Accessible section questions are view only on this tab and are based on the individual responses from all individual service questions rolled up to a summary response to the Safety Threat specific question answered on the Safety Plan Services page.

General

Name: Alice N. Abby Child Welfare Professional: Caitlin C. Cake Approval Date: Type: **Conditions change either** Final Safety Decision: Unsafe Completed

Part. Info Safety Assessment **Description of Safety Threats** Plan Analysis JCWA/WICWA

Safety Threats

Specifically describe the family conditions that support the safety threats identified. If any evaluations such as Psychological, Medical/AODA evaluations are needed to understand the conditions that affect safety, describe those here.

No adult in the home will perform parental duties and responsibilities in line with the child's individual developmental needs. Row 1 of 1

Description: [Add/Edit Services](#)

test

Service/Activity	Provider/Responsible Person
Basic Parenting Assistance	teeesttt

Services Available/Accessible

All Needed Services/activities provided. Yes No

All Needed Services/activities/providers are available at level/time required. Yes No

Describe how CPS will manage/oversee the safety plan, including communication with the family and providers.

testfjkdsfhjksfhd

Options:

Note: [Add/Edit Services](#) hyperlink only displays if all 4 questions in the Analysis section of the Plan Analysis tab are answered Yes.

14. If in-home services may work for this family, enter the services that will be implemented by clicking the [Add/Edit Services](#) hyperlink.
15. The Safety Plan Services page will open, displaying the identified safety factor, the description why that factor was selected, and an empty Safety Services section. Click the Insert button to insert a service. Select the appropriate Service/Activity that is being implemented to address the safety factor, enter the name of the provider or responsible person providing the service, any additional information about the service being provided, and answer the two questions about the service and provider being available. Click the [Delete](#) hyperlink to remove a service and click the Insert button again to add as many services being established to address this safety factor. When all services are entered, click Save and then Close back to the Description of Safety Threats tab.

Safety Plan Services Print Help

Identified Safety Factor and Description

The child is profoundly fearful of the home situation or people within the home.

Description

Safety Services

Service/Activity:	Basic Home Management ▼	Delete
Provider/Resp. Person:	Responsible person	Row 1 of 1
Describe the availability, accessibility and suitability of the safety service provider involved.	Describe...	
Specifically explain the safety services/activity and how it will control the threat identified.	Explain...	
This needed service/activity exists.	<input checked="" type="radio"/> Yes <input type="radio"/> No	
Service/activity/provider is currently available at level/time required.	<input checked="" type="radio"/> Yes <input type="radio"/> No	

[Insert](#)

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

16. The Service/Activity and Provider/Responsible Person now display in the Safety Threats section. The Services Available/Accessible questions now have answers pre-filled.

General

Name: Alice N. Abby Child Welfare Professional: Caitlin C. Cake Approval Date: Type: Conditions change either Final Safety Decision: Unsafe Completed

Part. Info Safety Assessment **Description of Safety Threats** Plan Analysis ICWA/WICWA

Basic Parenting Assistance teesttt

Services Available/Accessible

All Needed Services/activities provided. Yes No

All Needed Services/activities/providers are available at level/time required. Yes No

Describe how CPS will manage/oversee the safety plan, including communication with the family and providers.
testfjkdsfhjksfhd

Options:

- 17. If both Services Available/Accessible questions are answered 'Yes', then document a narrative for 'Describe how CPS will manage/oversee the safety plan, including communication with the family and providers.'
- 18. The Plan Analysis tab contains several questions? How you answer 'Can and will the non-maltreating parent or another adult in the home protect the child(ren)?' will impact how the rest of the fields on this tab work.
 - a. If Yes, the corresponding narrative becomes required and the Analysis section questions are disabled. If you answer No or N/A, the narrative is disabled, and the Analysis questions are enabled and required.
 - b. Describe what parent/caregivers capacities exist narrative should be filled out but is required when the finding is Unsafe by the Child Protective Services Safety Intervention Standards. At the time of approval if the narrative isn't completed, a reminder message will display.

View of the Plan Analysis tab when initially opened.

General
Name: Alice N. Abby Child Welfare Professional: Caitlin C. Cake Approval Date: Type: Conditions change either Final Safety Decision: Unsafe Completed

Part. Info Safety Assessment Description of Safety Threats **Plan Analysis** ICWA/WICWA

Analysis

The parents/caregivers are willing for services to be provided and will cooperate with service providers. [Details](#) Yes No

The home environment is calm enough for services to be provided and for the service providers to be in the home safely. [Details](#) Yes No

Safety Services that control all of the conditions affecting safety can be put in place without the results of any scheduled evaluations. [Details](#) Yes No

Parents/Caregivers are residing in the home. [Details](#) Yes No

Additional Comments

Safety assessment and planning with families is a dynamic process. Consider providing additional information about how this process was informed by the family and their extended network, and how it was as least intrusive as possible.

Options:

View of the Plan Analysis tab when at least one of the Analysis questions is "No."

General
Name: Alice N. Abby Child Welfare Professional: Caitlin C. Cake Approval Date: Type: Conditions change either Final Safety Decision: Unsafe Completed

Part. Info Safety Assessment Description of Safety Threats **Plan Analysis** ICWA/WICWA

Analysis

The parents/caregivers are willing for services to be provided and will cooperate with service providers. [Details](#) Yes No

The home environment is calm enough for services to be provided and for the service providers to be in the home safely. [Details](#) Yes No

Safety Services that control all of the conditions affecting safety can be put in place without the results of any scheduled evaluations. [Details](#) Yes No

Parents/Caregivers are residing in the home. [Details](#) Yes No

Collaborative Efforts with the Family

Describe the attempts made with the family to create an in-home plan and why one was not able to be put in place.

Reunification with an In Home Safety Plan

Clearly outline what is needed for safety to be managed in order for the child(ren) to return home with an in-home safety plan.

Describe what parent/caregiver protective capacities or strengths exist, including those identified by the family and their extended network.

Additional Comments

Safety assessment and planning with families is a dynamic process. Consider providing additional information about how this process was informed by the family and their extended network, and how it was as least intrusive as possible.

Describe...

Options:

View of the Plan Analysis tab when all the Analysis questions are "Yes."

19. If all the Analysis questions are answered Yes, you will receive the following message:

- a. Selecting 'No' returns you to the Plan Analysis tab.
- b. Selecting 'Yes' will take you to the Description of Safety Threats tab to enter the In-Home Services that will be implemented to ensure safety of the child(ren) in the home.

Note: If one or more of the Analysis section questions are answered 'No', the following message will display requesting completion of the Confirming Safe Environments page:

Confirmation
You have answered "No" to one or more of the analysis questions. In-Home Services will not work for this family. An out-of-home placement is needed to manage Impending Danger. Please create a Confirming Safe Environments page upon final approval of the placement.
<input type="button" value="Close"/>

20. Click Close to return to the Plan Analysis tab.

21. The two templates associated with the Safety Assessment, Analysis and Plan page can be launched from any tab from the Options drop down.

22. Prior to Approval, the Completed checkbox at the top right of the Safety Assessment, Analysis and Plan page, must be selected.

23. From the Part. Info. Tab, select Approval from the Options dropdown and click Go.

24. Select Approve and click Continue to return to the Safety Assessment, Analysis and Plan. If Approve cannot be selected, verify the Completed checkbox is selected on the Safety Assessment, Analysis and Plan page. On the Safety Assessment, Analysis and Plan page, click Save to send the approval to the assigned Supervisor.

Note: If you do not open a text template, the following message will pop-up after you select the 'Completed' checkbox and click Save. Selecting 'Yes' will continue with saving and selecting 'No' will allow you to open the text templates and then click Save.

Confirmation
Please make sure that you have opened all templates that you wish to be viewable at a later date. Click "No" to go back and create the template(s). Click "Yes" to save the page now. Any templates you have not opened will be unavailable for future viewing after approval.
<input type="button" value="Yes"/> <input type="button" value="No"/>

25. ICWA/WICWA tab will be conditionally displayed if child with status as Indian per ICWA/WICWA is Yes. This tab is to document collaboration with the child(ren)'s tribe(s) for an in-home plan. When child is an out of home placement, the Child Welfare Professional documents collaboration efforts with the tribe in Case Notes.

- Status is determined by the Tribal Identification Status field in Person Management. When a child has Indian status of "membership," "eligible" or "pending" for a tribe other than Non U.S. or Unknown tribes, the status displays "yes." If it is "not eligible" then it displays "no."
- If there is more than one child with a Status of "Yes", then they display in alphabetical order in repeating group boxes.
- When more than one tribe exists per child, they display alphabetically in rows under the hyperlink to Person Management.

General

Name: Alice N. Abby Child Welfare Professional: Caitlin C. Cake Approval Date: Type: **Conditions change either** Final Safety Decision: Unsafe Completed

Part. Info Safety Assessment Description of Safety Threats Plan Analysis **ICWA/WICWA**

Abby, Martin

[Abby, Martin \(9226498\)](#) [Details](#)

Ho-Chunk Date Confirmation was Received from Indian child's tribe: 12/02/2024

Most recent contact with the Indian child's tribe to collaborate on this Safety Plan. **00/00/0000**

Is the child welfare agency currently collaborating with the Indian child's tribe(s) on the Safety Plan? [Details](#) Yes No

Abby, Stewart

[Abby, Stewart \(9227079\)](#) [Details](#)

Sitka Tribe of Alaska Date Confirmation was Received from Indian child's tribe: 01/01/2025

Most recent contact with the Indian child's tribe to collaborate on this Safety Plan. **00/00/0000**

Is the child welfare agency currently collaborating with the Indian child's tribe(s) on the Safety Plan? [Details](#) Yes No

Options:

26. View When "Yes" is selected for "Is the child welfare agency currently collaborating with the Indian child's Tribe(s) on the Safety Plan?,"

Part. Info Safety Assessment Description of Safety Threats Plan Analysis **ICWA/WICWA**

Abby, Martin

[Abby, Martin \(9226498\)](#) [Details](#)

Ho-Chunk Date Confirmation was Received from Indian child's tribe: 12/02/2024

Most recent contact with the Indian child's tribe to collaborate on this Safety Plan. **04/01/2026**

Is the child welfare agency currently collaborating with the Indian child's tribe(s) on the Safety Plan? [Details](#) Yes No

Describe collaboration efforts with the Indian child's tribe(s) on the Safety Plan.

27. View When "No" is selected for "Is the child welfare agency currently collaborating with the Indian child's Tribe(s) on the Safety Plan?,"

Part. Info Safety Assessment Description of Safety Threats Plan Analysis **ICWA/WICWA**

Abby, Martin

[Abby, Martin \(9226498\)](#) [Details](#)

Ho-Chunk Date Confirmation was Received from Indian child's tribe: 12/02/2024

Most recent contact with the Indian child's tribe to collaborate on this Safety Plan. **04/01/2026**

Is the child welfare agency currently collaborating with the Indian child's tribe(s) on the Safety Plan? [Details](#) Yes No

Describe the attempts the agency has taken to engage the Indian child's tribe(s). Include attempts to collaborate and the agency's plan to continue to attempt engagement with the Indian child's tribe(s).

28. Complete describing the details and proceed with steps 21, 22, 23 and 24 in this user guide.