


STATE OF WISCONSIN  
Department of Health and Social Services  
Division of Community Services

MEMO SERIES DCS-96--11  
MAY 09, 1996

Re: ADMINISTRATION OF THE  
INTERSTATE COMPACT ON  
THE PLACEMENT OF CHILDREN

To: Area Administrators/Assistant Area Administrators  
Bureau Directors  
County Departments of Community Programs Directors  
County Departments of Developmental Disabilities  
Services Directors  
County Departments of Human Services Directors  
County Departments of Social Services Directors  
Program Office Directors/Section Chiefs  
Tribal Chairpersons/Human Services Facilitators

From: Gerald A. Born  
Administrator 

This memo supersedes DCS 88-107 to update procedures and staffing of the Interstate Compact on the Placement of Children (ICPC).

The ICPC is used for almost all proposed placements of children into or out of the state of Wisconsin unless the child is placed by a parent with a close relative, or the placement is made to an educational or hospital facility or another compact applies. The ICPC may also be used to request home studies ordered by the court in divorce-custody proceedings. For more information on the ICPC see s. 49.988, Wisconsin Statutes.

#### **Referrals for Placement into Wisconsin**

Referrals for placement into Wisconsin are made to the ICPC located in the Bureau for Children, Youth and Families. The ICPC routes the request to the state ICPC in which the proposed placement is located, and that state notifies their local agency of the request. All paperwork, from the initial referral to the termination of the compact, must be sent to the Wisconsin ICPC. Once the placement is approved or disapproved, the ICPC will notify the local Wisconsin agency. No child may be legally placed without the approval of ICPC Administrators, or their designees in **both** the sending and receiving state. Without this approval, the child may be returned to the home state.

#### **Referrals by Wisconsin Agencies for Home Studies or Placements in Other States**

Referrals by Wisconsin agencies for home studies or placements in other states are made by sending the Wisconsin ICPC necessary referral information. This information should include three identical packets topped by the completed 100A and a cover letter explaining concerns to the receiving local agency. Each packet should include the following: financial eligibility information; the original and the most recently signed court orders establishing jurisdiction; copies of DCS-201 and DCS-205 forms; social history and any other relevant history (medical, psychological, psychiatric, educational, etc.).

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#### DOCUMENT SUMMARY

This document provides information on referral and the referral process to ICPC and ICPC procedures.

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**Placements into Wisconsin Child Caring Institutions (CCI's) from Other States**

Placements into Wisconsin Child Caring Institutions (CCI's) from other states require the approval of the ICPC. This includes delinquent juveniles under the supervision of courts and agencies of other states coming to Wisconsin group homes or CCI's for treatment.

Information regarding interstate adoptive placements is contained in a separate 1996 Memo Series.

CENTRAL OFFICE CONTACT: Joy Schwert, Deputy Compact Administrator  
Bureau for Children, Youth and Families  
1 West Wilson Street, Room 456  
P.O. Box 7851  
Madison, WI 53707-7851  
(608) 267-2079

cc Adoption and Consultation Section Supervisors  
Child Placing Agencies Directors  
Licensed Child Welfare Agencies Directors  
Wisconsin Child Caring Institution Directors

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