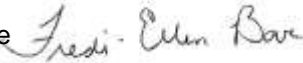


To: DCF/DMCPS Administrator  
DCF Area Administrators  
Child Placing Agency Directors  
Child Welfare Agency Directors  
County Departments of Community Programs Directors  
County Departments of Developmental Disabilities Services Directors  
County Departments of Human Services Directors  
County Departments of Social Services Directors  
Group Home Providers  
Tribal Social Service/Indian Child Welfare Directors  
Private Child Placing Agencies  
Residential Care Center Providers  
Shelter Care Providers  
Tribal Chairpersons

From: Fredi-Ellen Bove   
Administrator

Re: Interstate Compact on the Placement of Children (ICPC) Policy and Procedures

**PURPOSE**

The purpose of this memo is to notify agencies of updates to Ongoing Services Standards to include policy and procedure for the Interstate Compact on the Placement of Children (ICPC), as well as the requirement to submit ICPC requests through eWiSACWIS.

**BACKGROUND**

The Interstate Compact on the Placement of Children (ICPC) ensures that children placed out-of-state have the same protections and services that they have in their home state. The ICPC is a contract and uniform law among all 50 states, the District of Columbia, and the U.S. Virgin Islands that protects and enforces the jurisdictional, administrative, and human rights obligations of all the parties involved in a placement. The law offers states uniform guidelines and procedures to ensure these placements promote the best interests of each child.

Wisconsin enacted Wisconsin's Interstate Compact on the Placement of Children (ICPC) (s. 48.988, Stats.) to ensure children in need of out-of-home placement in and from other states receive the same protections guaranteed to children placed in care within Wisconsin. All interstate placements that fall within the ICPC must be made through the WI Department of Children and Families ICPC Office.

**POLICY AND PROCEDURE REQUIREMENTS**

Starting on June 16, 2017, Wisconsin agencies will be required to submit ICPC requests and respond to ICPC requests through eWiSACWIS. Agencies will not be required to resubmit ICPC requests received by the ICPC Office prior to June 16, 2017. Beyond this new documentation requirement, the policies and procedures for ICPC requests have not changed but are now documented in Ongoing Services Standards.

**eWiSACWIS DOCUMENTATION**

The June 2017, eWiSACWIS release includes changes to ICPC documentation in eWiSACWIS and the requirements for how ICPC requests are accepted from Wisconsin agencies. Wisconsin requests for public out-of-state placements shall be documented and submitted through eWiSACWIS. The Wisconsin ICPC Office will be responsible for ensuring the request is sent to the receiving state in the correct format.

**ACTION SUMMARY**

Wisconsin county and public adoption agencies must submit ICPC Requests through eWiSACWIS and follow all policy and procedure requirements set forth in Ongoing Services Standards.

To find additional information:

- eWiSACWIS resources (including user guides and webcasts) can be found at: <https://dcf.wisconsin.gov/knowledgeweb/home>
- The Interstate Compact on the Placement of Children (ICPC) Policy and full Ongoing Services Standards can be found at: <https://dcf.wisconsin.gov/files/cwportal/policy/pdf/ongoing-services-standards.pdf>
- ICPC Resources (including ICPC Specialist contact information) can be found at: <https://dcf.wisconsin.gov/cwportal/icpc>

REGIONAL OFFICE CONTACT: DCF Area Administrator

CENTRAL OFFICE CONTACT: Wisconsin ICPC Compact Administrator  
Bureau of Permanency and Out-of-Home Care  
(608) 422-6914

MEMO WEB SITE: <http://dcf.wisconsin.gov/cwportal/policy>