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

From: Wendy Henderson
    Division Administrator

RE: Extraordinary Payments to Group Homes and Residential Care Centers for COVID-19 Costs

PURPOSE

The purpose of this memo is to outline the process related to one-time extraordinary payments via a one-time rate increase for COVID-19 related costs that will be issued to licensed Group Homes and Residential Care Centers for children placed during the month of October 2020.

BACKGROUND

Department of Children and Families (DCF) recognizes the acute need for additional emergency funding to cover the unforeseen costs of caring for children during the COVID-19 pandemic.

INFORMATION SUMMARY

This memo announces a one-time extraordinary payment being provided to group homes and residential care centers to help cover the extra costs of caring for children during the COVID-19 pandemic. These one-time funds of $86 per child per day in Group Homes, and $76 per child per day in Residential Care Centers, will be provided for the care of each child placed in these licensed facilities during the month of October by the Division of Milwaukee Child Protective Services (DMCPS), the balance of state counties, and the Department. These funds are provided for facilities to target additional costs in the following categories: consumables, plant and property, staffing, Personal Protective Equipment (PPE) for family visits and other costs related to the pandemic.

An Extraordinary Payment Request submission is not required for this disbursement. Should you wish to opt out of receiving this additional funding, please notify DCF at
DCF will reconcile and provide invoices of the COVID-19 eWiSACWIS extraordinary payments to providers as requested.

Additional costs incurred to support the continuity of placements that are private pay, out-of-state or by the Division of Juvenile Corrections should be resolved with those placing entities for the duration of the COVID-19 pandemic.

Like all extraordinary payments, these payments will be taken into consideration in next year’s rate setting process and are subject to the rules related to allowable profit or reserves.

**COUNTY PROCESS**

DCF will fully reimburse counties for the above extraordinary payments made to Group Homes and Residential Care Centers via SPARC Contract Code 3619 on November 2, 2020. County agencies do not need to enter anything in the SPARC portal. DCF will enter and generate all COVID-19 extraordinary payments via a one-time rate increase in eWiSACWIS. Counties should use their regular check/ACH process to then pay providers based on the eWISACWIS electronic payment file. These funds will be included in the November 2, 2020 batch run of payments. Counties are encouraged to expedite the available funds to the facilities currently incurring increased costs due to COVID-19 pandemic.

DCF will hold a state-wide conference call with County Human Service Financial Managers on Tuesday, October 20, 2020, at 10:00 a.m. via Zoom to review the process and answer any questions.

https://dcfwi.zoom.us/j/83579780904?pwd=b2J6d1VBOHdkaW1ra0pUbk1vcEtSQT09

You may also join the Zoom meeting by phone:
1-312-626-6799
Meeting ID: 835 7978 0904
Passcode: 778484

**CENTRAL OFFICE CONTACT:**  
Child Welfare Program Specialist  
Bureau of Permanence and Out-of-Home Care  
Department of Children and Families  
(262) 446-7856

**MEMO WEB SITE:**  
https://dcf.wisconsin.gov/cwportal/policy