


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 January.

BACKGROUND

The 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 \$65 per child per day in rate regulated Group Homes and Residential Care Centers will be provided for the care of each child placed in these licensed facilities during the month of January by the Division of Milwaukee Child Protective Services (DMCPS), the balance of state counties, and DCF. 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 DCFCWLR@wisconsin.gov, no later than February 25, 2021.** 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.

At this time, DCF does not expect to be able to provide additional extraordinary payments to providers in the future for the COVID-19 pandemic.

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 as early as March 8, 2021. 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 March 1, 2021 batch run of payments.

Counties are encouraged to expedite the available funds to the facilities currently incurring increased costs due to COVID-19 pandemic. This is the same process that was used for the one-time extraordinary payments for Group Homes and Residential Care Centers for the month of October 2020.

In order to avoid making multiple payments to a provider to cover the same costs, counties should take into consideration these additional COVID-19 related payments when processing any COVID-19 related individual Extraordinary Payment Requests from facilities that cover the same time period and costs.

Any questions regarding this process should be sent to DCFCWLR@wisconsin.gov.

CENTRAL OFFICE CONTACT: Child Welfare Program Specialist
Bureau of Permanence and Out-of-Home Care
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MEMO WEB SITE: <https://dcf.wisconsin.gov/cwportal/policy>