



Division of Safety and Permanence

DSP Informational Memo Series 2024-18i

November 25, 2024

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
Group Home Providers
Private Child Placing Agencies
Residential Care Center Providers
Shelter Care Providers
Tribal Chairpersons

From: John Elliott
Administrator

Re: **Updates made to the Ongoing Services Standards**

PURPOSE

The purpose of this memo is to communicate updates that were made to the [Ongoing Services Standards](#) on April 19, 2024.

INFORMATION SUMMARY

The Family First Prevention Services Act (FFPSA) was passed by Congress in 2018. This law restructures how the federal government allocates funds to the child welfare system to improve outcomes for children and families. One way that FFPSA does this is through the creation of Qualified Residential Treatment Programs (QRTPs). Starting October 1, 2021, residential care centers, group homes, and shelter care facilities could apply to become certified as qualified residential treatment programs.

When a child is placed in a certified QRTP, the following elements are required under Chapters 48 and 938 in conjunction with the Ongoing Services Standards to comply with the placement and court finding requirements.

- Complete a Temporary Physical Custody Request (Chapter 48) JC-1608 or JC-1710 (Chapter 938) form, including checking the box located on page 2, that *'the placement is certified as a QRTP.'*
- Complete a Child Adolescent Needs & Strengths (CANS) assessment in eWISACWIS within 30 days from the date of placement in a QRTP. The initial determination of a child's level of need shall be made no more than 30 days prior to placement in a group home or residential care center. **For an Indian child, the agency must invite the tribal caseworker to assist with any assessing and planning.*

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- Complete a Permanency Plan and Permanency Plan Addendum in eWISACWIS within 60 days of placement in a QRTP. **For an Indian child, the agency must invite the tribal caseworker to assist with assessing and planning.*
- Submit the CANS assessment, Permanency Plan, Permanency Plan Addendum and Court Report to the court or administrative body designated to consider the matter of out-of-home placement for the child.
- Within 60 days of placement in a QRTP, the court or administrative body designated by the court must consider the CANS assessment, determine whether the needs of the child can be met in a foster family home, and if not, whether the QRTP provides the most effective and appropriate level of care in the least restrictive environment, and the placement in a QRTP is consistent with the goals for the child, as specified in the permanency plan. The request for the court's review and finding must follow the procedures and notice requirements set forth in statutes, Chs. 48 and 938, Stats.

These requirements went into effect on October 1, 2021. The Ongoing Services Standards were not updated to specify timelines accordingly. In order to clarify the timelines of the Qualified Residential Treatment Program (QRTP) Addendum documentation requirements when a child or youth is placed in a (QRTP) facility, the following language found in Wis. Stat. ss. [48.21\(1\)\(c\)](#), [48.357\(1\)\(am\)1m](#), [48.437\(1\)\(a\)3](#), were added to the QRTP section found on pages 281 and 282.

Page 281: Documentation: was amended to read:

“The child’s Permanency Plan Addendum for Placement in a Setting Certified as a Qualified Residential Treatment Program (QRTP) must be submitted to the court with the results of the child or youth’s CANS assessment, no later than 30 days after the date on which the placement is made (or earlier if required by court/statutory timelines).”

Page 282: Court Review Documentation: was amended to read:

“The agency with placement and care responsibility shall provide the following information to the court for their review no later than 30 days after the date on which the placement is made (or earlier if required by court/statutory timelines).”

This language update reflects the current QRTP documentation requirements when a child or youth is placed in a QRTP facility. Prior to updating the Ongoing Services Standards on April 19, 2024, this language could be found in circuit court forms regarding children in out-of-home care, and in Wis. Stat. ss. [48.21\(1\)\(c\)](#), [48.357\(1\)\(am\)1m](#), [48.437\(1\)\(a\)3](#). There are no practice changes needed by the child welfare agencies with this update. No action is needed by child welfare agencies.

REGIONAL OFFICE CONTACT:

DCF Area Administrator

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CENTRAL OFFICE CONTACT:

Out-of-Home Care Section

Bureau of Permanence and Out-of-Home Care

Division of Safety and Permanence

DCFDSGeneralFosterCare@wisconsin.gov]

MEMO WEB SITE:

<https://dcf.wisconsin.gov/cwportal/policy>