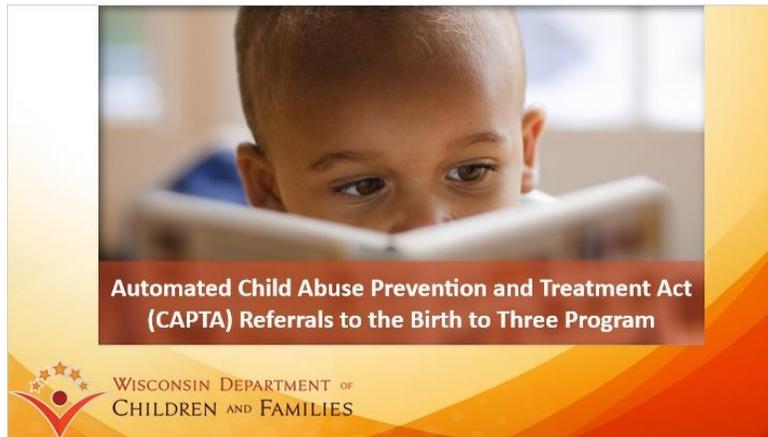


## Automated Child Abuse Prevention and Treatment Act (CAPTA) Referrals to the Birth to Three Program



This webinar provides information regarding changes to eWISACWIS automating the referral of children under the age of three who have been the victims of a substantiated allegation of child abuse or neglect to the Birth to Three Program.



Today we will be discussing changes to eWISACWIS to automate the referral of all children under the age of three who are the victims of a substantiated allegation of child abuse or neglect to the Birth to Three Program. This is required by both the Child Abuse Prevention and Treatment Act, or CAPTA, and Wisconsin's Child Protective Services Access and Initial Assessment Standards.



## Overview

**Child Abuse and Neglect and Treatment Act will (CAPTA) CPS work.**

- **Background information about Wisconsin's Child Protective Services Access and Initial Assessment Requirements**
- **How requirements have been operationalized**

This webinar will first provide background information about the requirements imposed on states receiving funds authorized by CAPTA and how those requirements have been operationalized in Wisconsin to date.

It will then explain the changes being made to eWiSACWIS, and how those changes will impact CPS professionals in their work.

## Background

### 2003

**Keeping Children and Families Safe Act of 2003**



States receiving CAPTA funds must have in place...

**Wisconsin chose to require the referral of every eligible child to the Birth to Three Program**

“provisions and procedures for referral of a child under the age of 3 who is the victim of a substantiated allegation of child abuse or neglect to early intervention services funded under part C of the Individuals with Disabilities Education Act.”

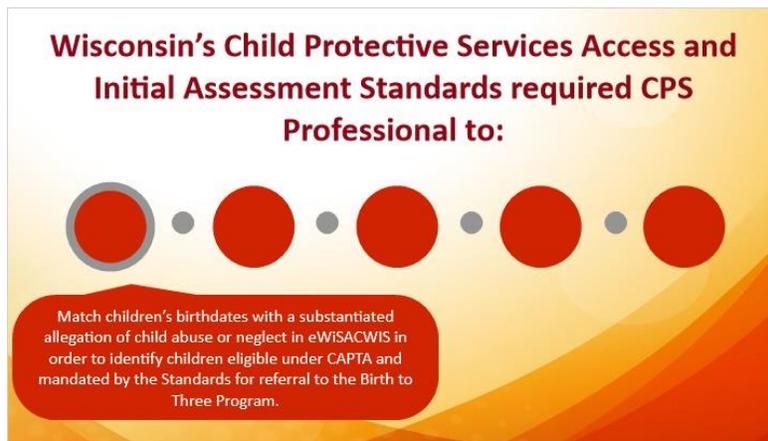
[42 U.S.C. 5106a(b)(2)(A)(xxi)]

In 2003, a reauthorization of CAPTA, titled Keeping Children and Families Safe Act of 2003, authorized the award of grants to states that provided linkages between child protective service agencies and public health, mental health, and developmental disabilities agencies. This included a new requirement that states receiving CAPTA funds must have in place “provisions and procedures for referral of a child under the age of three who is the victim of a substantiated allegation of child abuse or neglect to early intervention services funded under the 2011 reauthorization of part C of the Individuals with Disabilities Education Act,” which includes services provided by the Birth to Three Program.

While states were given discretion to either refer every eligible child—meaning every child under the age of three who was the victim of a substantiated allegation of child abuse or neglect—to early intervention services, or to employ a screening process to determine whether a referral was needed after substantiation, Wisconsin chose to require the referral of every eligible child to the Birth to Three Program, and this was incorporated into Wisconsin’s Child Protective Services Access and Initial Assessment Standards.



The Standards required CPS professionals to do a number of different things in relation to these CAPTA Birth to Three Program referrals, including:



- Match children's birthdates with a substantiated allegation of child abuse or neglect in eWISACWIS in order to identify children eligible under CAPTA and mandated by the Standards for referral to the Birth to Three Program.



- Refer, typically via completion of a paper referral, all children identified as CAPTA eligible to the Birth to Three Program.

**Wisconsin's Child Protective Services Access and Initial Assessment Standards required CPS Professional to:**



Explain the Birth to Three Program to parents and caregivers of CAPTA eligible children.

- Explain the Birth to Three Program to parents and caregivers of CAPTA eligible children.

**Wisconsin's Child Protective Services Access and Initial Assessment Standards required CPS Professional to:**



Request that parents and caregivers of CAPTA eligible children sign a consent for release of information to the Birth to Three Program.

- Request that parents and caregivers of CAPTA eligible children sign a consent for release of information to the Birth to Three Program.

**Wisconsin's Child Protective Services Access and Initial Assessment Standards required CPS Professional to:**



Document all activities associated with the referral to, and ongoing coordination with, the Birth to Three Program, in either the family eWISACWIS or paper case record (no location specified).

- Document all activities associated with the referral to, and ongoing coordination with, the Birth to Three Program, in either the family eWISACWIS or paper case record (no location specified).

## Current Process

### CAPTA Reauthorization Act of 2010



States receiving CAPTA funds must track and report...

“the number of children determined to be eligible for referral, and the number of children referred, under subsection (b)(2)(B)(xxi), to agencies providing early intervention services under part C of the Individuals with Disabilities Education Act (20 U.S.C. 1431 et seq.)”

[42 U.S.C. 5106a(d)(16)(A)]

The CAPTA Reauthorization Act of 2010 required states receiving CAPTA funds to track the number of children determined to be eligible for referral—again, in Wisconsin this was every child under the age of three who was the victim of a substantiated allegation of child abuse or neglect—as well as the number of children actually referred to agencies providing early intervention services under part C of the Individuals with Disabilities Education Act, which includes Birth to Three Program agencies.



Changes were made to eWisACWIS to aid CPS professionals in identifying children eligible under CAPTA.

In order to increase compliance with this mandate, changes were made to eWisACWIS to aid CPS professionals in identifying children eligible under CAPTA and mandated by the Standards to be referred to the Birth to Three Program, as well as to ensure that these referrals were being documented electronically in the family’s eWisACWIS case record.

Once a substantiation finding was entered under 'Allegations' tab...

↓

If eligible, information is imported to a new group box called 'Birth to Three Referral Information'.

Group box displays:

- Child's name
- Date of birth
- Drop down menu



Once a substantiation finding was entered under the 'Allegations' tab in an Initial Assessment, the eWiSACWIS system would determine whether the child was CAPTA eligible for a Birth to Three referral. If so, that information would be imported to a new group box called 'Birth to Three Referral Information,' located in the 'Results' tab in an Initial Assessment. The group box would display a row with the child's name, date of birth, and a drop down menu.



The drop down menu was used to document the occurrence of a CAPTA eligible Birth to Three referral.

- Yes
- No
- Unknown

The drop down menu was used by CPS professionals to document the occurrence of a CAPTA eligible Birth to Three referral, and the selection options included 'Yes,' 'No,' and 'Unknown.' No further documentation was required.

If no birth date...

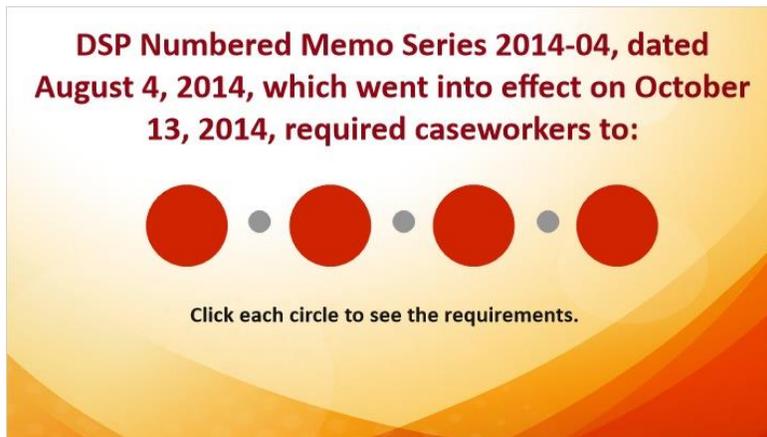


**ALERT!**

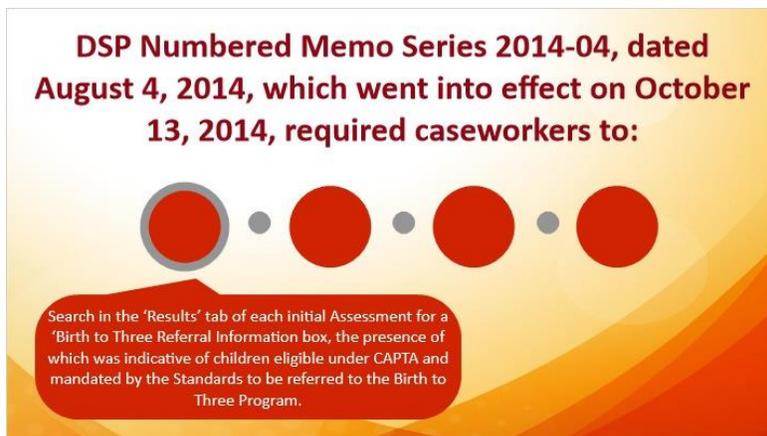
If no selection had been made from the drop down menu in the Birth to Three Referral Information box, the initial assessment was not able to be approved.

**VALIDATION ERROR!**

If the child's birthdate was not in the eWiSACWIS system when a CPS professional entered a substantiation under the 'Allegations' tab in an Initial Assessment, the CPS professional would receive an alert, requesting that the child's birthdate be entered in eWiSACWIS on the child's 'Person Management' page. If no selection had been made from the drop down menu in the 'Birth to Three Referral Information' box, the Initial Assessment was not able to be approved and the system would indicate that there was a validation error, including a prompt that would instruct the worker in correcting the error.

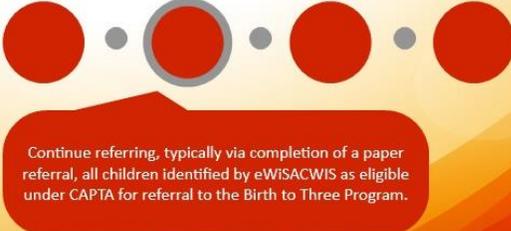


DSP Numbered Memo Series 2014-04, dated August 4, 2014, which went into effect on October 13, 2014, required caseworkers to complete a number of new tasks in relation to these CAPTA Birth to Three Program referrals, including:



- Search in the 'Results' tab of each Initial Assessment for a 'Birth to Three Referral Information' box, the presence of which was indicative of children eligible under CAPTA and mandated by the Standards to be referred to the Birth to Three Program.

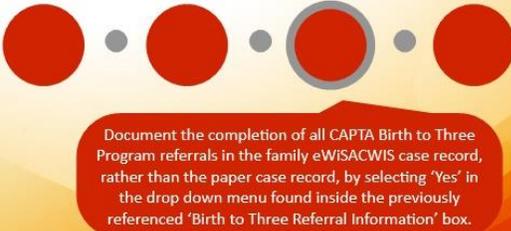
**DSP Numbered Memo Series 2014-04, dated August 4, 2014, which went into effect on October 13, 2014, required caseworkers to:**



Continue referring, typically via completion of a paper referral, all children identified by eWiSACWIS as eligible under CAPTA for referral to the Birth to Three Program.

- Continue referring, typically via completion of a paper referral, all children identified by eWiSACWIS as eligible under CAPTA for referral to the Birth to Three Program.

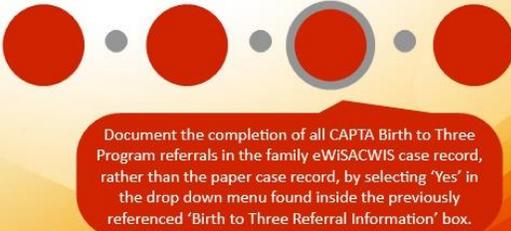
**DSP Numbered Memo Series 2014-04, dated August 4, 2014, which went into effect on October 13, 2014, required caseworkers to:**



Document the completion of all CAPTA Birth to Three Program referrals in the family eWiSACWIS case record, rather than the paper case record, by selecting 'Yes' in the drop down menu found inside the previously referenced 'Birth to Three Referral Information' box.

- Document the completion of all CAPTA Birth to Three Program referrals in the family eWiSACWIS case record, rather than the paper case record, by selecting 'Yes' in the drop-down menu found inside the previously referenced 'Birth to Three Referral Information' box.

**DSP Numbered Memo Series 2014-04, dated August 4, 2014, which went into effect on October 13, 2014, required caseworkers to:**



Document the completion of all CAPTA Birth to Three Program referrals in the family eWiSACWIS case record, rather than the paper case record, by selecting 'Yes' in the drop down menu found inside the previously referenced 'Birth to Three Referral Information' box.

- Continue completing other expectations previously outlined in the Standards.

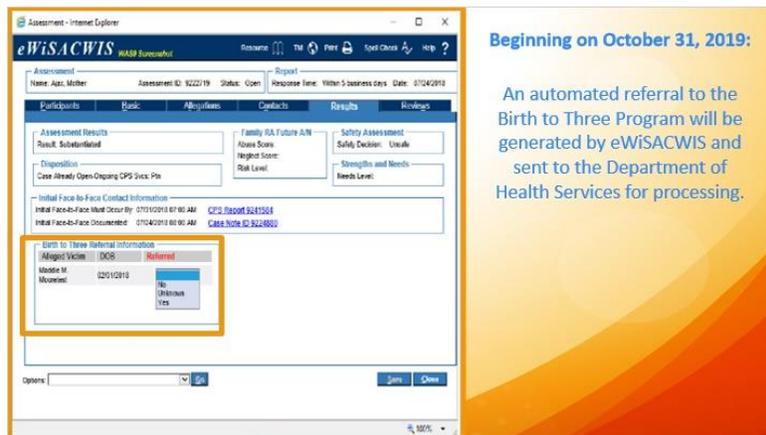
## Automating the CAPTA Birth to Three Referrals

Department of Children and Families

Department of Health Services

Automation goes live:  
October 31, 2019

In an effort to ease the burden on CPS professionals of making manual CAPTA Birth to Three referrals, as well as to improve compliance with the CAPTA and Child Protective Services Access and Initial Assessment Standards, the Department of Children and Families and the Department of Health Services engaged in a collaborative effort to automate CAPTA Birth to Three referrals through the eWiSACWIS system. This automation will go live on October 31, 2019 and will involve a number of changes to the eWiSACWIS system.

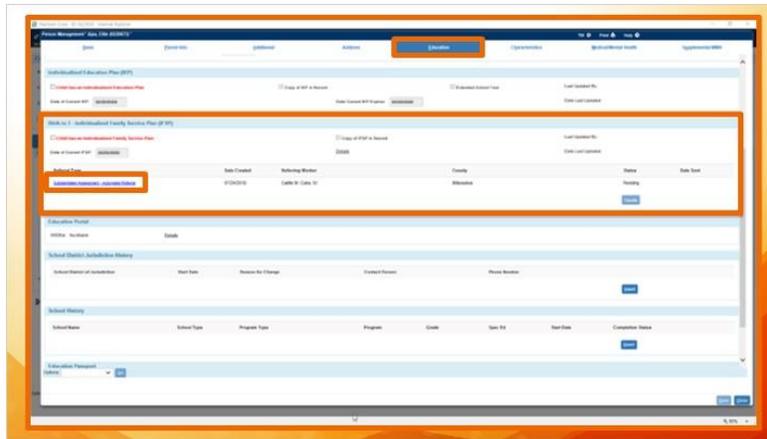


**Beginning on October 31, 2019:**

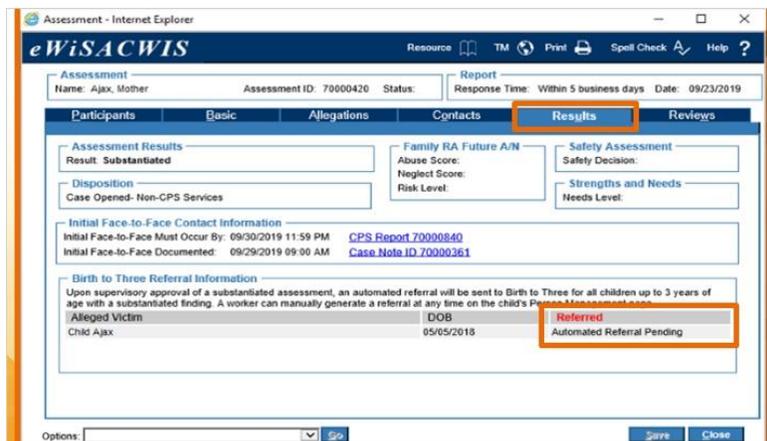
An automated referral to the Birth to Three Program will be generated by eWiSACWIS and sent to the Department of Health Services for processing.

Pictured on the left of this slide is the 'Results' tab as it currently appears in an Initial Assessment, with the 'Birth to Three Referral Information' box containing a drop down menu to indicate whether or not a CAPTA eligible child was referred to the Birth to Three Program.

Beginning on October 31, 2019, at the point of supervisory approval of a CPS professional's determination of substantiated child abuse or neglect against a child under the age of three, an automated referral to the Birth to Three Program will be generated by eWiSACWIS and sent to the Department of Health Services for processing. These CAPTA referrals will be documented in two different places in the eWiSACWIS system.



After a substantiated Assessment, when the 'Person Management' page is launched and the user navigates to the 'Education' tab, a new group box will appear titled 'Birth to 3 – Individualized Family Service Plan (IFSP).' This box will contain a prefilled row that corresponds to each Birth to Three referral generated via approved substantiated Initial Assessments. Each of these rows will display the words 'Substantiated Assessment – Automated Referral' under the referral type and will initially list the status of the referral as 'Pending.'



Under the 'Results' tab in the corresponding Initial Assessment, the current user selected dropdown menu inside the 'Birth to Three Referral Information' box will be replaced with dynamic static text. Immediately after a CAPTA referral has been generated by eWiSACWIS it will state, 'Automated Referral Pending.'

## Initial Assessments

**Pending Initial Assessments created prior to October 31, 2019:**

- Retain previous version of the 'Results' page in an Initial Assessment

**Initial Assessments created after October 31, 2019:**

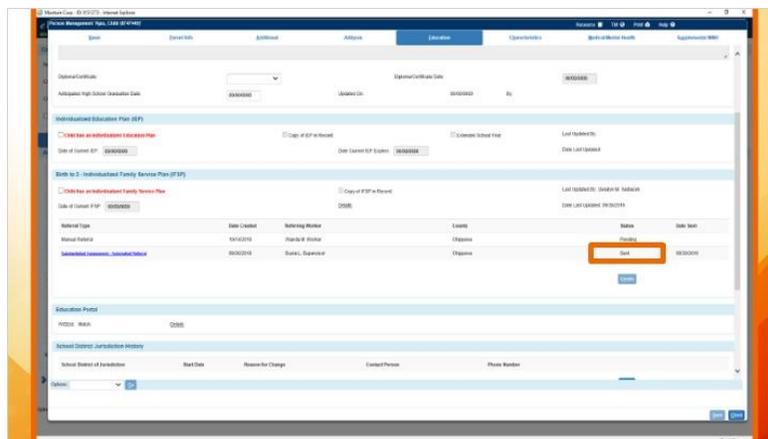
- Displays the updated version of the 'Results' page with static text.

Pending Initial Assessments created prior to October 31, 2019 will retain the previous version of the 'Results' page in an Initial Assessment. However, Initial Assessments created after October 31, 2019 will display the updated version of the 'Results' page, with static text.

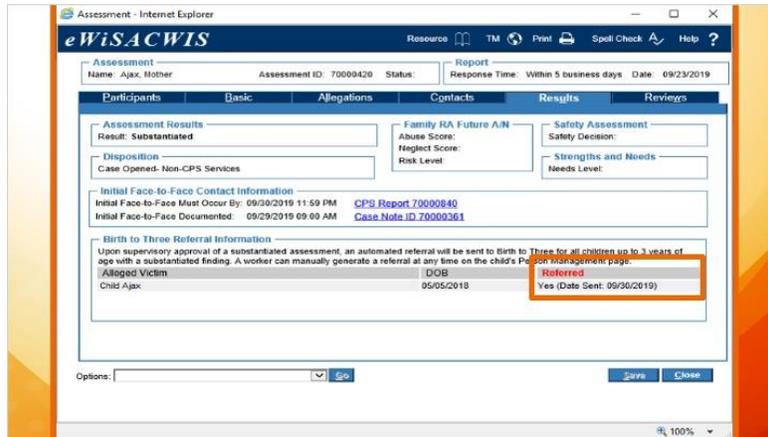
**Each night, all pending referrals will be sent to the Department of Health Services, where they will be forwarded on to the correct county for processing.**



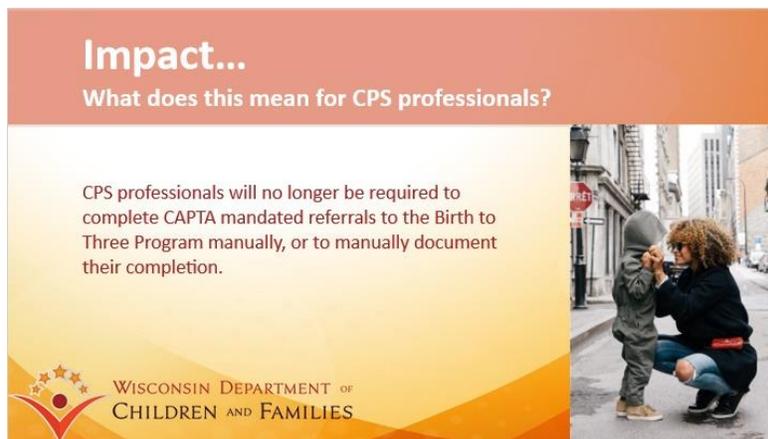
Pending referrals will be sent to the Department of Health Services once within each 24 hour period, and will then be forwarded on to counties. In order to facilitate this process, each county Birth to Three Program will have an email inbox set up for the specific purpose of receiving these referrals, and a system in place for checking the received email referrals.



Once a referral has been sent to the Department of Health Services, the status of the prefilled row inside the Birth to 3 group box in the 'Education' tab within the 'Person Management' page will be changed from 'Automated Referral Pending' to 'Sent.'



The status of the prefilled row inside the Birth to Three Referral Information group box in the 'Results' tab in the Initial Assessment corresponding to a referral will be changed from 'Automated Referral Pending' to 'Yes (Date Sent: xx/xx/xxxx).'



This means that CPS professionals will no longer be required to complete CAPTA mandated referrals to the Birth to Three Program manually, or to manually document their completion in the eWiSACWIS system.

## Referrals to Birth to Three Program that are not required under the CAPTA

The screenshot shows the 'Education' tab in the eWISACWIS system. It features a table with columns for 'Referral Type', 'Date Created', 'Referring Worker', 'County', 'Status', and 'Date Sent'. Below the table, there is a 'Create' button highlighted with a red rectangular box. The interface also includes sections for 'Education Period' and 'School District Jurisdiction History'.

CPS professionals will also have the option of manually generating automated Birth to Three referrals on children under the age of three who were not the victims of a substantiated allegation of child abuse or neglect at any time by clicking the button labeled 'Create' in the Birth to 3 group box in the 'Education' tab on the 'Person Management' page in eWISACWIS. This will allow CPS professionals to create and submit non-CAPTA automated Birth to Three referrals and have them documented electronically.

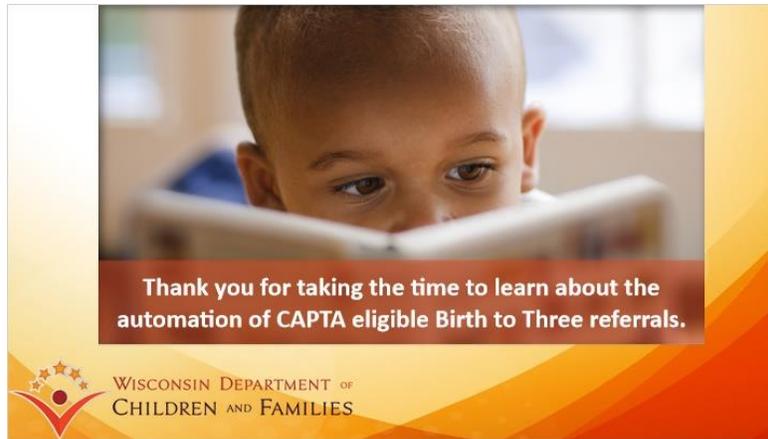
## Referrals to Birth to Three Program that are not required under the CAPTA

The screenshot shows a confirmation dialog box with the title 'Confirmation'. The text inside the box reads: 'Please enter the child's Birth Date prior to creating a Birth to Three Referral.' A 'Close' button is located in the bottom right corner of the dialog box.

When a CPS professional clicks on the 'Create' button to create a manually generated Birth to Three referral, a box will pop up that says, "This will generate an automated referral to Birth to Three from the eWISACWIS system. Do you wish to proceed?" The CPS professional will then click on either "Yes" or "No."

If the child is three or older at the time a referral is being made, a box will pop up that says, "The child is older than three years old and a Birth to Three referral cannot be made."

If a child does not have a birthdate entered in the eWISACWIS system at the time a referral is being made, a box will pop up that says, "Please enter the child's Birth Date prior to creating a Birth to Three referral."



This is the conclusion of the Automated Child Abuse Prevention and Treatment Act (CAPTA) Referrals to the Birth to Three Program webinar. Thank you for taking the time to learn about the automation of CAPTA eligible Birth to Three referrals in the eWiSACWIS system.