

Viewing Approvals

The Approvals tab has three filters: My Approvals, Approvals in Progress, and Approvals History. The number on the tab identifies how many approvals are in need of attention.

The screenshot shows the top navigation bar of the eWiSACWIS system. The 'Approvals (6)' tab is highlighted with a red circle. Other tabs include Home, Cases (496), Providers (216), Workers (69), Access Reports (17), ICPC Referrals (0), YJ Referrals (2), Home Inquiries (31), and Quick Links. The user is identified as Caitlin C. Cake (Milwaukee County) and is logged out.

My Approvals

1. When the My Approvals filter is selected, all pieces of work that need your attention will appear. At the top left of the table is the count of the items. These can be displayed by a certain number per page, using the drop-down menu. The values are 5, 10, or 25. At the top right of the table is where the pages are identified (if there is more than one). The search box on the right hand side of the screen retrieves any data matching the data entered in that field.

The screenshot shows the 'My Approvals' page. The 'Approvals (6)' tab is highlighted. The page displays a table of approval items with columns for Created, Case/Provider, Item, Participant, Worker, and Approval Details. The table shows 6 rows of data. A search box and pagination controls are visible above the table.

Created	Case/Provider	Item	Participant	Worker	Approval Details
06/16/2020 04:31 PM	Abby, Art (9222426)	Home Study Status		Cake, Caitlin C.	Approval Details
06/16/2020 02:34 PM	Abby, Art (9222426)	Home Study		Cake, Caitlin C.	Approval Details
06/15/2020 02:34 PM	Altman, Simon (9220003)	Assessment		Cake, Caitlin C.	Approval Details
06/15/2020 02:33 PM	Abby, Alice N. (9222746)	Assessment		Cake, Caitlin C.	Approval Details
06/15/2020 02:32 PM	Aardvark, Amy B. (9223581)	Assessment		Cake, Caitlin C.	Approval Details

2. Clicking on the Item hyperlink will display the specific piece of work for that needs to be addressed.
3. Clicking on the blue 'Account Details' hyperlink shows the worker's name, the date the approval status was entered, and the approval status.

Approvals in Progress

The Approvals in Progress filter will display all pending work for you which appear in the approval history. These approvals are “pending” meaning that the work has not received final supervisory approval. The full approval history for the piece of work displays when you click on the ‘Approval Details’ link. The blue hyperlink in the ‘Item’ column allows you to review and/or approve the piece of work.

Approvals

Filter by:

- My approvals
- Approvals in progress
- Approvals history

Showing 1 to 10 of 33 rows rows per page

Created	Case/Provider	Item	Participant	Worker	Approval Details
11/08/2016 09:37 AM	AR, Mom (9223134)	Safety Assessment, Analysis and Plan		Corn, Conn C.	Approval Details
11/08/2016 09:37 AM	AR, Mom (9223134)	Assessment		Corn, Conn C.	Approval Details
03/02/2015 12:54 PM	York, Danny (9221322) Restricted Case	Permanency Plan	baby, baby	Cake, Caitlin C.	Approval Details
11/21/2013 10:56 AM	Bucky Day Care (9221664)	Payment Request	Bagel, Bobby	Corn, Conn C.	Approval Details
08/16/2011 12:57 PM	Caloria, Ida B. (9221443)	Foster Care Rate	Caloria, Low	Corn, Conn C.	Approval Details

In the example below, a piece of work was completed and submitted for approval. For a chronological history, read the approval chain (screen shot) from bottom to the top.

- 1) On 10/02 Allie North created the piece of work
- 2) On 10/02 Allie approved the piece of work and sent it to Test Worker
- 3) Test Worker received it on 10/02
- 4) On 10/04 Allie recalled the piece of work from Johnny
- 5) Allie received the piece of work

Approval Details

Created	Worker	Status
10/04/2017	North, Allie M.	Recalled Received
10/04/2017	Worker, Test	Recalled Recall
10/02/2017	Worker, Test	Pending Received
10/02/2017	North, Allie M.	Pending Approved
10/02/2017	North, Allie M.	Initial Initial

Approval Details

[Approval Details](#)

[Approval Details](#)

[Approval Details](#)

Approval History

The Approval History filter displays all recently approved work. The history will stay on this expando for 72 hours after final approval. For a chronological history, read the approval chain (as shown above) from the bottom to the top (the same as the previous example but now the approval process has finalized and frozen).

eWiSACWIS

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Caitlin C. Cake (Milwaukee County) | [Log Out](#)

Home
Cases (496)
Providers (216)
Workers (69)
Approvals (6)
Access Reports (17)
ICPC Referrals (0)
YJ Referrals (2)
Home Inquiries (31)
Quick Links

Approvals

Filter by:

My approvals

Approvals in progress

Approvals history

[Approval management](#)

Showing 1 to 10 of 2535 rows 10 rows per page

1
2
3
4
5
...
254

Created	Case/Provider	Item	Participant	Worker	Approval Details
06/18/2020 03:54 PM	Doe, BabyBoy (9223354)	PAA Agreement Ending	Doe, BabyBoy	Cake, Caitlin C.	Approval Details
06/18/2020 09:54 AM	Aardvark, Amy B. (9223581)	Placement End	Azul, Finn	Cake, Caitlin C.	Approval Details
06/18/2020 08:38 AM	Aardvark, Amy B. (9223581)	AA Decision	Sample, Sally	Cake, Caitlin C.	Approval Details
06/16/2020 04:28 PM	Abby, Art (9222426)	Home Study Status		Cake, Caitlin C.	Approval Details
06/15/2020 09:28 AM	Aardvark, Amy B. (9223581)	Placement End	Azul, Rita	Cake, Caitlin C.	Approval Details