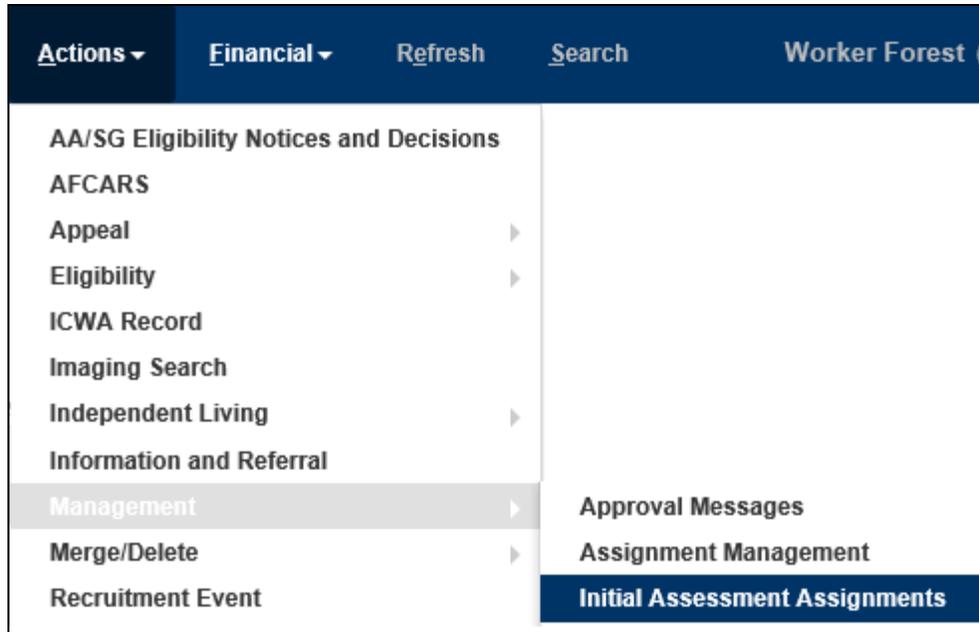


Initial Assessment Assignments

The Initial Assessment Assignments page provides current, searchable information on Initial Assessment worker assignments. The page provides supervisors with a real-time snap shot of Initial Assessment assignments in order to manage workload, prioritize case assignment, and track assignment distribution.

1. Click Actions > Management > Initial Assessment Assignments to open the Initial Assessment Assignments page.



2. When first opening the page, values are defaulted in the Search Criteria group box. The County/Site and Supervisor fields are defaulted based on the County/Site and security level assigned in eWiSACWIS.

The screenshot shows a web browser window with two tabs: 'eWiSACWIS' and 'Initial Assessment Assignment Search'. The page header features the 'eWiSACWIS' logo and 'Print' and 'Help' icons. Below the header is a 'Search Criteria' section with the following fields: 'County/Site' (BMCW-Agency-SaintA), 'Supervisor' (blank), 'Assignment Type' (All IA Types), 'View By' (All Assignments), 'Time Period' (Today), 'From' (06/07/2022), and 'To' (06/07/2022). A 'Search' button is located to the right of the date fields. Below the search criteria is a section titled 'Initial Assessment Worker Assignments' containing two expandable links: 'Worker Assignments By CPS Response Times' and 'Referrals Assigned By Worker'. A 'Close' button is located at the bottom right of the page.

Please note: When multiple supervisors are listed in the Supervisor drop-down, leaving the field blank will search all.

3. Select values in the field drop-downs to customize the search.

Search Criteria

County/Site: **BMCW-Agency-SaintA** Supervisor: **▼** Assignment Type: **All IA Types** **▼**

View By: **All Assignments** **▼** Time Period: **Custom** **▼** From: **7** To: **▼** **Search**

Initial Assessment Worker Assignments

- ▶ Worker Assignments By CPS Response Times
- ▶ Referrals Assigned By Worker

June 2022

Su	Mo	Tu	We	Th	Fr	Sa
29	30	31	1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	1	2
3	4	5	6	7	8	9

Today

Close

Please note: When selecting a value of 'Custom' for Time Period, no value is required in the 'To:' date field. If left blank, eWiSACWIS will automatically search through today's date.

- Once Search Criteria values are selected, Click the Search button. Results display under the Initial Assessment Worker Assignments group box. Click on the blue column header names to sort results by Worker, Role, Date Assigned, Referral Received, Response Time, Case Name, or Case Status. The default sort is by Date Assigned with the most recent listed on top.

eWISACWIS Initial Assessment Assignment S

eWISACWIS Print Help

Search Criteria

County/Site: **Milwaukee - All** Supervisor: Assignment Type: **All IA Types**

View By: **All Assignments** Time Period: **Custom** From: **01/01/2022** To: **00/00/0000** **Search**

Initial Assessment Worker Assignments

Worker	Role	Date Assigned	Referral Received	Response Time	Case Name (ID)	Case Status
Cake, Caitlin	Secondary	3/1/22 1:00 PM	2/20/19 10:45 AM	Same Day	Hamburstar, Harold (9222567)	New Case
Cake, Caitlin	Secondary	3/1/22 1:00 PM	2/28/12 10:00 AM	Within 5 business days	Abelmann, Samantha (9222750)	Re-Referral
Cake, Caitlin	Primary	3/1/22 1:00 PM	5/7/20 12:00 AM	Same Day	Aardvark, Amy (9223581)	Re-Referral
Cake, Caitlin	Primary	3/1/22 1:00 PM	3/3/10 12:14 PM	Within 5 business days	Aladdin, Mama (9222109)	Re-Referral
Cake, Caitlin	Secondary	3/1/22 1:00 PM	10/25/19 7:00 AM	Same Day	American, Annie (9221587)	New Case

Record 1 to 5 of 5

Worker Assignments By CPS Response Times
Referrals Assigned By Worker

Close

5. If a large number of results are found, the number of records shows on the bottom. Click the [Prev](#) or [Next](#) link to navigate the records, or change the Search Criteria to narrow the results.

Initial Assessment Worker Assignments

Worker	Role	Date Assigned	Referral Received	Response Time	Case Name (ID)	Case Status
Cake, Caitlin	Primary	4/7/20 10:33 AM	6/12/17 11:00 PM	Within 24 - 48 Hours	Aardvark, Amy (9223581)	Re-Referral
Abby, Alice	Secondary	2/14/20 12:57 PM	7/9/18 10:00 AM	Within 5 business days	Outlevey, Siromani (9223716)	Re-Referral
Corn, Conn	Secondary	2/14/20 12:48 PM	7/9/18 10:00 AM	Within 5 business days	Outlevey, Siromani (9223716)	Re-Referral
Cake, Caitlin	Primary	11/19/19 11:14 AM	3/3/10 12:14 PM	Within 5 business days	Aladdin, Mama (9222109)	Re-Referral
Daley, Dan	Secondary	8/21/19 4:00 PM	2/25/08 10:39 AM	Same Day	Berenger, Tom (9222390)	New Case
Dietz, Dan	Secondary	8/21/19 2:50 PM	11/7/16 10:00 AM	Within 5 business days	AR, Mom (9223134)	Re-Referral
Ditch, Doug	Secondary	8/21/19 2:50 PM	11/7/16 10:00 AM	Within 5 business days	AR, Mom (9223134)	Re-Referral
Corn, Conn	Primary	4/16/18 10:15 AM	9/11/17 10:00 AM	Within 5 business days	Aardvark, Abe (9223396)	Re-Referral
Cake, Caitlin	Secondary	4/12/18 12:55 PM	2/4/18 3:36 PM	Within 5 business days	American, Annie (9221587)	New Case
Abby, Alice	Secondary	1/10/18 8:34 AM	3/11/08 9:31 AM	Within 24 hours	Allen, Sarah (9220000)	Re-Referral

[Prev](#) Record 11 to 20 of 20

Worker Assignments By CPS Response Times
Referrals Assigned By Worker

Close

6. Clicking the hyperlinks in the columns opens the associated piece of work. For instance, clicking the date hyperlink under the Referral Received column opens the associated Access Report.

Worker	Role	Date Assigned	Referral Received	Response Time	Case Name (ID)	Case Status
Cake, Caitlin	Primary	4/7/20 10:33 AM	8/12/17 11:00 PM	Within 24 - 48 Hours	Aardvark_Amy (9223581)	Re-Referral
Abby, Alice	Secondary	2/14/20 12:57 PM	7/9/18 10:00 AM	Within 5 business days	Out_Lovey_Sromani (9223716)	Re-Referral
Corn, Conn	Secondary	2/14/20 12:48 PM	7/9/18 10:00 AM	Within 5 business days	Out_Lovey_Sromani (9223716)	Re-Referral
Cake, Caitlin	Primary	11/19/19 11:14 AM	9/9/10 12:14 PM	Within 5 business days	Aladdin_Mama (9222199)	Re-Referral
Daisy, Dan'i	Secondary	8/21/19 4:00 PM	2/25/08 10:39 AM	Same Day	Bermerger_Tom (9222390)	New Case
Dietz, Dan	Secondary	8/21/19 2:50 PM	11/7/16 10:00 AM	Within 5 business days	AR_Mom (9223134)	Re-Referral
Ditch, Doug	Secondary	8/21/19 2:50 PM	11/7/16 10:00 AM	Within 5 business days	AR_Mom (9223134)	Re-Referral
Corn, Conn	Primary	4/16/18 10:15 AM	9/1/17 10:00 AM	Within 5 business days	Aardvark_Abe (9223396)	Re-Referral
Cake, Caitlin	Secondary	4/12/18 12:55 PM	2/4/18 3:36 PM	Within 5 business days	American_Annie (9221587)	New Case
Abby, Alice	Secondary	1/10/18 8:54 AM	3/11/08 9:31 AM	Within 24 hours	Allen_Sarah (9220900)	Re-Referral

Prev Record 11 to 20 of 20

Worker Assignments By CPS Response Times
Referrals Assigned By Worker

Close

- Click the Worker Assignments by CPS Response Times expando to view results within the Search Criteria. Click the blue column header names to sort the results by Worker, Response Time, or Referrals Assigned. The default sort is by Worker, in alphabetical order.

eWiSACWIS
Print Help

Search Criteria

County/Site: Milwaukee - All Supervisor: ▼ Assignment Type: All IA Types

View By: All Assignments Time Period: Custom From: 01/01/2022 To: 00/00/0000 Search

Initial Assessment Worker Assignments

Worker Assignments By CPS Response Times

Assignment Information

Worker	Response Time	Referrals Assigned
Abby, Alice	Within 24 hours	1
Abby, Alice	Within 5 business days	1
Abby, Work	Within 5 business days	4
Cake, Caitlin	Same Day	3
Cake, Caitlin	Within 24 - 48 Hours	1
Cake, Caitlin	Within 5 business days	4
Corn, Conn	Within 5 business days	2
Daisy, Dan'i	Same Day	2
Dietz, Dan	Within 5 business days	1
Ditch, Doug	Within 5 business days	1

Referrals Assigned By Worker

Close

- Click the Referrals Assigned By Worker expando to view results within the Search Criteria. Results display in alphabetical order by Worker. Columns are not sortable for these results.

The screenshot shows the eWiSACWIS web application interface. At the top, there are browser tabs for 'eWiSACWIS' and 'Initial Assessment Assignment S...'. The application header includes the 'eWiSACWIS' logo and 'Print' and 'Help' icons. Below the header is the 'Search Criteria' section with the following fields:

- County/Site: Milwaukee - All
- Supervisor: (empty dropdown)
- Assignment Type: All IA Types
- View By: All Assignments
- Time Period: Custom
- From: 01/01/2022
- To: 00/00/0000

A 'Search' button is located to the right of the date fields. Below the search criteria is the 'Initial Assessment Worker Assignments' section. It contains two expandable options: 'Worker Assignments By CPS Response Times' and 'Referrals Assigned By Worker'. The 'Referrals Assigned By Worker' option is expanded, showing a table titled 'Assignment Information'.

Worker	Referrals Assigned
Abby, Alice	2
Abby, Work	4
Cake, Callin	8
Corn, Conn	2
Daisy, Dan1	2
Dietz, Dan	1
Ditch, Doug	1

A 'Close' button is located at the bottom right of the application window.

- To change a search, change one or more values in the Search Criteria and Click the Search button. Results under the Initial Assessment Worker Assignments group box and expandos will be refreshed.