

## Case Plan

**Note:** To create a Case Plan, an assignment to the case is needed. Security is needed to create a Case Plan.

1. From the desktop, go to the Cases tab and click the Create Case Work hyperlink  
[Create case work](#) or select Create Case Work from the Actions drop-down next to the specific case to open the Create Case Work page.
2. On the Create Case Work page, select Case/Permanency Plan from the Case/Perm Plan icon. Select the Case and the Case Participant(s). Then click Create.

**Note:** A Case Plan can be created for multiple children. Hold down the 'Ctrl' key for multi-selection on the Create Case Work page. Alternatively, additional children can be added to the Case Plan on the Case/Permanency Plan page.

**Actions:**

Please select an action ▼

- Case Note Criteria Search
- Create Assignment
- Create Case Face Sheet
- Create Case Note
- Create Case Work**
- Create Meeting
- Imaging Search
- Print Case Record
- View Tasks

**eWiSACWIS** Print

Agreements/Notices

Assessment

**Case/Perm Plan** Case/Permanency Plan

Education

Eligibility

ICPC

ICWA

Imaging

Legal

Narrative

Payment

Permanency Consult

Abby, Alice N. (9222746)

Abby, Alice N. (9222756)

Abby, Amber's A. (9222498)

Abby, Anne A. (9221241)

Abby, Annie (9223153)

Abby, Art J. (20273)

Abby, Art J. (9221155)

Abby, Art (9221139)

Abby, CopyEverything (9221271)

Abby, Mom (9222547)

Abelmann, Samantha (9222750)

Ace, Willy (9222525)

AChild, AChild (9223976)

Adams, CourtReport (9221180)

Adams, CourtReport (9222528)

Addison, Kelsey (9221595)

Adopted, Amy (9221129)

**Case Participants**

Hold down the 'Ctrl' key for multi-selection

Abby, Alex A., Biological Child (922592)

Abby, Alice N., Reference Person (7000)

Abby, Anndrea, Biological Child (923281)

Abby, Martin, Biological Child (922649)

Abby, Stewart, Biological Child (92270)

AbbyR, AdoptR O., Biological Child (922)

Ala, Bama B., Other Relative (9234361)

Encarnacionsa, Juan, Great Nephew (9

Sample, Amy K., Other Relative (21035

Sample, Gary, Other Relative (9226102

Sample, Samuel, Adoptive Child (92263

Tester, Name, Unknown (9235983)

**Create** **Close**

**Note:** A Person Type must be documented on Person Management to create a Case Plan. See the Person Management User Guide for more information. If a Case Plan or Permanency Plan exists, the Case/Permanency Plan Creation page will appear. Click the [Copy](#) hyperlink to copy an associated Plan. Otherwise, click the Create button to create a new Case Plan.

Please select a plan to copy from if appropriate

## Existing Case/Permanency Plans

Child	Plan Date	Plan Type	Status	
Stewart Abby	03/01/2025	Case Plan	Ongoing	<a href="#">Copy</a>
Stewart Abby	07/23/2024	Case Plan	Historical	<a href="#">Copy</a>
Alex A. Abby	10/07/2022	Permanency Plan	Pending	<a href="#">Copy</a>
Samuel Sample	03/01/2013	Permanency Plan	Ongoing	<a href="#">Copy</a>
Alex A. Abby	02/07/2013	Case Plan	Ongoing	<a href="#">Copy</a>
Alex A. Abby	02/06/2013	Case Plan	Terminated	<a href="#">Copy</a>
Samuel Sample	03/01/2012	Permanency Plan	Historical	<a href="#">Copy</a>

Create

Close

3. On the Case/Permanency Plan page, a date will pre-fill in the Plan Date field based on when the next plan is due. When copied over, the Plan Date will determine what type of plan displays, based on the child(ren)'s Person Type(s).

## Basic

Case Name: [Abby, Alice, N. \(9222746\)](#)

Plan Type:

Plan Date:

00/00/0000

[Details](#)Case Notes: [Safety](#) [Case/Permanency Planning](#) [Well-being](#) [Case Note Search](#)☐ Check for required fields

Basic

Safety

Planning &amp; Services

Child's Well-Being

## Abby, Stewart

Name: [Abby, Stewart \(9227079\)](#)Chosen ☐ [Details](#)Name: ☐ [Details](#)Pronouns: ☐ [Details](#)

Person Type: CPS, CW

Birth Date: 01/01/2008

Age:

## Court Information

Court File Number(s) Branch Judge [Legal Record](#)

Add/Edit

## Sample, Samuel

Name: [Sample, Samuel \(9226334\)](#)Chosen ☐ [Details](#)Name: ☐ [Details](#)

## Court Information

Options:  [Go](#)

Save

Close

**Note:** Having a future date on the plan brings in any additional applicable information (Services; Education; Medical/Mental Health; Safety Assessment, Analysis and Plan; and CANS) each time the plan is opened. To approve the plan, a future Plan Date is not allowed but upon approval, the Plan Date can be updated to the approval date.

4. The first tab is the Basic tab. The Basic tab displays the name of the child as a section with the name displayed as a hyperlink. Selecting this hyperlink will open the Person Management page to edit the child's information.
5. To add additional children to this plan, click the Add/Edit button on the lower right corner of the page. This will open the Child/Youth Participants page.
6. On the Child/Youth Participants page, select the appropriate checkboxes to add or remove children on the plan. Click Continue to return to the Case/Permanency Plan page. Any child under 24 and not in Out-of-Home Care will be able to be selected.

**Note:** Select the Case Notes: hyperlinks to search Structured Case Notes. See the Creating and Viewing Case Notes/Structured Case Notes User guide for more information

The screenshot shows a web application window titled "Child/Youth Participants" with a "Print" button in the top right. Below the title bar is a light blue header with the text "Case Participants". The main content area contains a table with three columns: a selection column with checkboxes, a "Name" column, and a "DOB" column. The table lists several participants, with "Abby, Stewart" and "Sample, Samuel" selected (checked boxes). At the bottom right of the table area are "Continue" and "Close" buttons.

<input type="checkbox"/> Select All	Name	DOB
<input type="checkbox"/>	Abby, Alex A.	08/05/2010
<input type="checkbox"/>	Abby, Anndrea	01/12/2009
<input type="checkbox"/>	Abby, Martin	
<input checked="" type="checkbox"/>	Abby, Stewart	01/01/2008
<input type="checkbox"/>	AbbyR, AdoptR 0.	05/22/2010
<input type="checkbox"/>	Ala, Bama B., III	10/10/2010
<input checked="" type="checkbox"/>	Sample, Samuel	03/01/2015
<input type="checkbox"/>	Tester, Name	

7. In the Court Information section, click the Add/Edit button in the Court Information section to add the court information. On the Court Information Selection page, select all applicable court numbers for the child. If the appropriate court number is not displayed, click the [Legal Record](#) hyperlink to add the court information to the Legal Record. Once all court numbers have been selected, click the Continue button to return to the Case/Permanency Plan page.

Case / Permanency Plan - Work - Microsoft Edge

**Court Information Selection** Print Help

**Court Information Selection**

Select all that apply.

Select	Court Number	Branch	Judge	Date
<input checked="" type="checkbox"/>	Not Applicable			
<input type="checkbox"/>	21FA56667			09/22/2021
<input type="checkbox"/>	21FA56445			09/22/2021

[Legal Record](#)

Continue Close

8. The Safety tab appears if there are safety concerns on the Safety Assessment, Analysis and Plan. From this tab, select the [Create Safety Assessment, Analysis and Plan](#) hyperlink to create a Safety Assessment, Analysis Plan. Several fields will prefill from the most recent Safety Assessment, Analysis Plan.

**Note:** When the Person Type is CPS, there must be an associated Safety Assessment, Analysis Plan in order to approve the Case Plan.

**eWiSACWIS** Print

**Basic**

Case Name: [Abby, Alice, N. \(9222746\)](#) Plan Type: CPS, IH Plan Date: **03/14/2025** [Details](#)

Case Notes: [Safety](#) [Case/Permanency Planning](#) [Well-being](#) [Case Note Search](#) Plan Due Date: 04/27/2021 ☐ Check for required fields

[Basic](#) **Safety** [Planning & Services](#) [Child's Well-Being](#)

**Safety Analysis**

A plan is necessary to maintain the child's safety and mitigate the imminent risk of removal from the home and entry into out of home care. Yes

[Create Safety Assessment, Analysis and Plan](#)  
[View Safety Assessment, Analysis and Plan](#)

**Safety Services**

The identified Safety Threat; Diminished Protective Capacity; and the associated Safety Services / Action Type, Safety Service Provider and the specific explanation of the safety service / action and how it will control the threat identified and listed below:

Identified Safety Threat: The child is profoundly fearful of the home situation or people within the home.

Description:

Description

Options:  Go Save Close

9. If Safety Services exist, select the Type of Diminished Protective Capacity, this will automatically launch the Diminished Protective Capacity Values page. The [Values](#) hyperlink can be used to return to the Diminished Protective Capacity Values page.

**eWiSACWIS** Print

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**Basic**

Case Name: [Abby, Alice, N. \(9222746\)](#) Plan Type: CPS, IH Plan Date: 03/14/2025 [Details](#)

Case Notes: [Safety](#) [Case/Permanency Planning](#) [Well-being](#) [Case Note Search](#) Plan Due Date: 04/27/2021 ☐ Check for required fields

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Basic	Safety	Planning & Services	Child's Well-Being
<p>Describe the availability, accessibility and suitability of the safety service provider involved: <input type="text" value="Describe..."/></p> <p>Specifically explain the safety service / action and how it will control the threat identified: <input type="text" value="Describe..."/></p> <div><p>Type of Diminished Protective Capacity: Behavioral <input type="button" value="v"/></p><p><a href="#">Values</a> The parent/caregiver is adaptive as a caregiver</p><p>Demonstrated Behavioral Change needed for safe case closure: <input type="text" value="Describe..."/></p></div>			

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**Safety Decision**

Options:

10. On the Diminished Protective Capacity Values page, select all applicable values. Click Continue to return to the Case/Permanency Plan page.

**Diminished Protective Capacity Values** Print

Diminished Protective Capacity: Behavioral

Parent/Caregiver Protective Capacity was assessed and enhancement is needed in the following area(s):

Check All That Apply:

<input type="checkbox"/>	The parent/caregiver has a history of protecting
<input type="checkbox"/>	The parent/caregiver takes action
<input type="checkbox"/>	The parent/caregiver demonstrates impulse control
<input type="checkbox"/>	The parent/caregiver is physically able and has adequate energy
<input type="checkbox"/>	The parent/caregiver has/demonstrates adequate skill to fulfill responsibilities
<input type="checkbox"/>	The parent/caregiver sets aside her/his needs in favor of a child
<input checked="" type="checkbox"/>	The parent/caregiver is adaptive as a caregiver
<input type="checkbox"/>	The parent/caregiver is assertive as a caregiver
<input type="checkbox"/>	The parent/caregiver uses resources necessary to meet the child's basic needs
<input type="checkbox"/>	The parent/caregiver supports the child

11. Document the Demonstrated Behavioral Change needed for safe case closure.

## 12. Select the appropriate Safety Decision

Basic	Safety	Planning & Services	Child's Well-Being
<div> <div>Safety Decision</div> <div> <input checked="" type="checkbox"/> In-home Safety Plan remains sufficient, feasible, and sustainable  <input type="checkbox"/> In-home Safety Plan revised  <input type="checkbox"/> Placement in out-of-home care is indicated  <input type="checkbox"/> Safe case closure </div> </div>			

13. The next tab is the Planning & Services tab. This tab displays Conditions and Services which were provided in the last 6 months or will be provided in the next 6 months. The 'Show' drop-down in the Conditions & Services Displayed section can be used to filter which Conditions & Services display on the page. Also checking the Display History Checkbox will display Conditions and Services that have ended over 6 months ago.

The Child(ren) section will pre-fill information from the most recent pending or approved Assessment, if applicable. Enter the child's general functioning information. Click Insert in the Child Conditions & Services section to add child Conditions and Services. This will open the Conditions and Services page. Click Import to copy goals and/or services from another plan on the case. This will open the Conditions and Services Summary page. See step 25 on page 14 for the import feature.

**Note:** The text highlighted in yellow displays the number of actionable items from CANS that need to be addressed.

eWiSACWIS

Print

Basic	Safety	Planning & Services	Child's Well-Being
<div> <div>Case Name: <a href="#">Abby Alice N. (9222746)</a> Plan Type: CPS, IH Plan Date: 03/21/2025 Details</div> <div>Case Notes: <a href="#">Safety</a> <a href="#">Case/Permanency Planning</a> <a href="#">Well-being</a> <a href="#">Case Note Search</a> Plan Due Date: 04/27/2021 <input type="checkbox"/> Check for required fields</div> </div>			
<div> <div>Conditions &amp; Services Displayed</div> <div> <div>Show: All Conditions &amp; Services Display History <input type="checkbox"/></div> <div>Start Date: 09/21/2024</div> </div> </div>			
<div> <div>Child</div> <div> <p>Identify and describe the court ordered conditions, the actions taken and the services offered or provided by the agency in the previous six months and those to be provided in the next six months to make reasonable efforts, or active efforts in the case of an Indian child to achieve the goal(s) of the Case/Permanency Plan, including services that were recommended or considered but were not available.</p> <p>Describe the child's general functioning:</p> </div> </div>			

Options:  Go

Save Close

## Children Conditions & Services

0 of 47 actionable items have been considered.

All actionable items must be addressed for the children via one or more services.

Insert

Import

14. On the Conditions and Services page (accessed via the Insert button on the Planning & Services tab of the Case/Permanency Plan page), click the Add/Edit button to add the associated child(ren). Multiple children can be added per Condition, if the same Condition applies.

Conditions and Services

Court Condition

Condition: Child: [Add/Edit](#) ☒ Court-Ordered ☐ Proposed ☐ Child Services Condition 1 of 1 [Delete](#)

Service Category: Medical/Dental Services Applies To: [Add/Edit](#) [Delete](#) Service 1 of 1

Explanation entered...

Save Close

15. On the Case Participants page, select the applicable child(ren) and click Continue.

Case Participants

Participants with an associated service must first be removed from the service before you remove them from the condition.

<input checked="" type="checkbox"/> Select All	Name	DOB
<input checked="" type="checkbox"/>	Abby, Andrea	01/12/2009
<input checked="" type="checkbox"/>	Abby, Stewart	01/01/2008

Continue Close

16. Select the radio button that is appropriate for the Condition being entered. Court-Ordered, Proposed, or Child Services. **Once one of these are selected the remainder of the page can be entered.**
17. Back on the Conditions and Services page, enter the Condition. In the Services section, select the Service Category and explain the service. In the Responsible Person/Provider section, select the Provider, Medical/Mental Health Provider, Case Participant/Collateral or Worker radio button. Then click the [Search](#) hyperlink and search for the appropriate responsible person/provider. Enter the Frequency/Duration and Begin Date. If applicable, document the End Date. Describe the progress, select the status of the service, and document the description of the status. Click the



Insert Service or Insert Goal buttons to add additional services or goals to this condition/objective. Click Save and Close to return to the Case/Permanency Plan page.

**Conditions and Services** Print

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**Court Condition**

☐ Check for required fields

Condition: Children: Abby, Anndrea; Abby, Stewart [Add/Edit](#) ☒ Court-Ordered ☐ Proposed ☐ Child Services Condition 1 of 1 [Delete](#)

This is the first Child Goal

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**Services**

Service Category:	Medical/Dental Services ▼	Applies To: <a href="#">Add/Edit</a>	<a href="#">Delete</a>	Service 1 of 1
Specifically Explain Service and Describe Progress:	Explanation entered...			
Responsible Person/Provider:	<input type="radio"/> Provider <input checked="" type="radio"/> Medical/Mental Health Provider <input type="radio"/> Case Part./Collateral <input type="radio"/> Child Welfare Professional			<a href="#">Select</a>
Frequency/Duration:	2 Days per Year ▼			
Begin Date:	01/30/2013	Target End Date:	00/00/0000	
Actionable Items from CANS:				<a href="#">Add/Edit</a>
Status of Service:	Continue: Services were provided in the last six months and will continue in the next six months. ▼			

[Save](#) [Close](#)

18. The Services can be applied to multiple children associated with each Condition by selecting the Add/Edit hyperlink in the Applies To: field. Or additional Services can be inserted for each child. Each Condition a child is associated with, requires an applicable Service.
19. The Child/Youth participants associated with the Condition will display upon selecting the Add/Edit hyperlink in the Applies To field. Select all that apply.

<input type="checkbox"/> Select All	Name	Relationship	DOB
<input type="checkbox"/>	Abby, Anndrea	Biological Child	01/12/2009
<input type="checkbox"/>	Abby, Stewart	Biological Child	01/01/2008

**Note:** To remove a child/youth from a Condition, the participants must first be removed from any applied Services.

- Each field is required on the page for any inserted Conditions or Services upon approval. Select the “Check for required fields” to check required fields prior to Save of the page.

- If Applicable, click on the [Add/Edit](#) hyperlink next to the Actionable Items from CANS. This will open the Actionable Items page.
- On the Actionable Items page, select all applicable actionable items that relate to the service. Then click Continue to return to the Case/Permanency Plan page.

**Note:** This page will display all actionable items from the child’s most recent CANS. Each of the items with an asterisk must be addressed with one or more service. All actionable items for the child (excludes the actionable items for the current caregiver and primary identified permanent resource) must be addressed/considered in order to approve the Case Plan.

Actionable Items

Print Help

Actionable Items

All Actionable Items designated with an asterisk (\*) must be marked as "Considered" via one or more services prior to approval of the Case/Permanency Plan.

Child/Youth

Considered	Select	Actionable Item	Score	Child Name
<input type="checkbox"/>	<input type="checkbox"/> *	Adjustment to Trauma (Child/Youth Needs - Adjustment to Trauma)	2	Ajax, Logitech
<input type="checkbox"/>	<input type="checkbox"/> *	Attachment Difficulties (Child/Youth Needs - Adjustment to Trauma)	2	Ajax, Logitech
<input type="checkbox"/>	<input type="checkbox"/> *	Community Life (Child Strengths - Child Strengths)	2	Ajax, Logitech

23. The Parents/Caregivers section will pre-fill information from the most recent pending or approved Assessment. This narrative box is enabled to enter additional information.

Parents/Caregivers

For each parent/caregiver, describe how adult functioning (general functioning, daily life management, mental health functioning and substance use) impacts parenting practices (disciplinary approaches, nurturing, limit setting, protectiveness, provision of basic care, etc.). When a child is unsafe, determine how diminished parent/caregiver protective capacities impact impending danger. Identify and describe the court ordered conditions, the actions taken and the services offered or provided by the agency in the previous six months and those to be provided in the next six months to make reasonable efforts, or active efforts in the case of an Indian child to achieve the goal(s) of the Case/Permanency Plan, including services that were recommended or considered but were not available.

Describe...

Parents/Caregivers Conditions & Services


Condition:	<a href="#">Edit</a>
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24. In the Parents/Caregivers Conditions & Services section, select the Insert button to add Conditions for the Parents/Caregiver. This will open the Conditions and Services page.
25. On the Conditions and Services page (accessed via the Insert button on the Planning & Services tab of the Case/Permanency Plan page), click the Add/Edit button to add the associated parents/caregivers. Multiple parents/caregivers can be added per Condition, if the same Condition applies.
26. On the Case Participants page, select the applicable parents/caregivers. Click Continue to return to the Conditions and Services page.

## Case Participants

### Case Participants

Participants with an associated service must first be removed from the service before you remove them from the condition.

<input type="checkbox"/> Select All	<a href="#">Name</a> 	DOB
<input type="checkbox"/>	Abby, Alex A.	08/05/2010
<input type="checkbox"/>	Abby, Alice N.	01/01/1998
<input type="checkbox"/>	Abby, Martin	
<input type="checkbox"/>	AbbyR, AdoptR 0.	05/22/2010
<input type="checkbox"/>	Ala, Bama B., III	10/10/2010
<input type="checkbox"/>	Encarnacionsa, Juan	05/14/1980
<input type="checkbox"/>	Sample, Amy K.	04/01/1971
<input type="checkbox"/>	Sample, Gary	06/05/1977
<input type="checkbox"/>	Sample, Samuel	03/01/2015
<input type="checkbox"/>	Tester, Name	
<input type="checkbox"/>	Testing, daily	05/05/2000

27. On the Conditions and Services page, enter a condition/objective and describe the Condition. In the Services section, select the Service Category and explain the service. In the Responsible Person/Provider section, select either the Provider, Medical/Mental Health Provider, Case Participant/Collateral or Worker radio button. Then click the [Search](#) hyperlink and search for the appropriate responsible person/provider. Enter the Frequency/Duration and Begin Date. If applicable, document the End Date. Describe the progress, select the status of the service, and document the description of the status. Click the Insert Service or Insert Goal buttons to add additional services or goals to this condition/objective. Click Save and Close to return to the Case/Permanency Plan page.

**Conditions and Services** Print

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**Court Condition**

☐ Check for required fields

Condition: Parent/Caregiver: Abby, Alice N.; Encarnacionsa, Juan [Add/Edit](#) ☒ Court-Ordered ☐ Proposed Condition 1 of 1 [Delete](#)

This is the first Parents Goal

**Services**

Service Category:	Parenting Services	<span style="border: 2px solid red; padding: 2px;">Applies To: Abby, Alice N. <a href="#">Add/Edit</a></span> <a href="#">Delete</a>	Service 1 of 1
Title IV-E Prevention Clearinghouse Service:	N/A		
Specifically Explain Service and Describe Progress:	Explain service		
Responsible Person/Provider:	<input type="radio"/> Provider <input type="radio"/> Medical/Mental Health Provider <input type="radio"/> Case Part./Collateral <input checked="" type="radio"/> Child Welfare Professional Name: Caitlin C Cake		<a href="#">Select</a>
Frequency/Duration:	1 Days per Week		
Begin Date:	02/12/2013	Target End Date:	00/00/0000
Status of Service:	Modify: Services are being modified due to the following reason:		

[Save](#) [Close](#)

This is the first Child Goal

28. The Services can be applied to multiple parents/caregivers associated with each Condition by selecting the Add/Edit hyperlink in the Applies To: field. Or additional Services can be inserted for each parent/caregiver. Each Condition a parent/caregiver is associated with, requires an applicable Service.

**Note:** Title IV-E Prevention Clearinghouse Services field only displays when the Service Category is Parenting Services. The Title IV-E Clearinghouse Service drop-down will have multiple options. Select one of the approved Title IV-E Clearinghouse Services or select N/A if the family is receiving a different service not listed. Currently, a very small number of CPS families receive a Title IV-E Clearinghouse service. For most case situations you would select N/A.

29. The Parent/Caregiver participants associated with the Condition will display upon selecting the Add/Edit hyperlink in the Applies To field. Select all that apply.

**Parents/Caregivers** Print

**Participants**

<input type="checkbox"/> Select All	Name	Relationship	DOB
<input checked="" type="checkbox"/>	Abby, Alice N.	Reference Person	01/01/1998
<input type="checkbox"/>	Encarnacionsa, Juan	Great Nephew	05/14/1980

[Continue](#) [Close](#)

This is the first Child Goal

**Note:** To remove a parent/caregiver from a Condition, the participants must first be removed from any applied Services.

30. Each field is required on the page for any inserted Conditions or Services upon approval. Select the "Check for required fields" to check required fields prior to Save of the page.

**Conditions and Services** Print

**Court Condition**

☐ Check for required fields

Condition: Parent/Caregiver: Abby, Alice N.; Encarnacionsa, Juan [Add/Edit](#) ☒ Court-Ordered ☐ Proposed Condition 1 of 1 [Delete](#)

This is the first Parents Goal

**Services**

Service Category:	Parenting Services	Applies To: Abby, Alice N. <a href="#">Add/Edit</a> <a href="#">Delete</a>	Service 1 of 1
Title IV-E Prevention Clearinghouse Service:	N/A		
Specifically Explain Service and Describe Progress:	Explain service		
Responsible Person/Provider:	<input type="radio"/> Provider <input type="radio"/> Medical/Mental Health Provider <input type="radio"/> Case Part./Collateral <input checked="" type="radio"/> Child Welfare Professional Name: Caitlin C Cake <a href="#">Select</a>		
Frequency/Duration:	1 Days per Week		
Begin Date:	02/12/2013	Target End Date:	00/00/0000
Status of Service:	Modify: Services are being modified due to the following reason:		

31. As noted above, clicking the Import button under the Child(ren) Conditions & Services or Parents/Caregiver Conditions & Services brings up the Conditions and Services Summary page. This page is used to copy goals from other Case/Permanency Plans on the case. By default, the Conditions and Services Summary page will display expanded for whichever section Child(ren) or Parents/Caregiver that the Import button was clicked under. Click

the button to expand the other sections.

32. The Select Conditions & Services section is used to filter which plans the Conditions and Services on this page will come from. Unchecking Include Pending Case/Permanency Plans will hide any plan in a pending status.
33. By default, all children in the case will be selected (the Select by Child radio button is selected). Click the [Select Child\(ren\)](#) hyperlink to bring up the Child Selection page to select a specific child's plan.

Case / Permanency Plan - Work - Microsoft Edge

Conditions and Services Summary Print Help

**Select Conditions & Services**

☒ Include Pending Case/Permanency Plans ☒ Select by Child ☐ Select by Plan [Select Child\(ren\)](#)

**Conditions & Services**

Child Conditions & Services

						Participant(s)
<input type="checkbox"/>	<a href="#">Condition/Objective</a> : Objective					Ajax, Zero
	<input type="checkbox"/>	Condition: Goals				
			Service Explanation	Service Dates	Provider	Status
		<input type="checkbox"/>	Explain	09/29/2021 - 04/21/2022	Mother Ajax	New
		<input type="checkbox"/>	Crisis Services	09/14/2021 - 02/25/2022	Mayo Clinic	Continue
<input type="checkbox"/>	<a href="#">Condition/Objective</a> : Test					Ajax, Zero

Parents/Caregivers Conditions & Services

Continue Close

Case / Permanency Plan - Work - Microsoft Edge

Plan Selection Print Help

**Plan(s)**

<input type="checkbox"/> Select All	Plan Date	Plan Type	Status	Child(ren)
<input type="checkbox"/>	09/22/2021	Permanency Plan	Pending	Ajax, Zero
<input type="checkbox"/>	09/30/2021	Case Plan	Not Approved	Ajax, Logitech
<input type="checkbox"/>	06/08/2022	Case Plan	Not Approved	Ajax, Lenovo J.; Ajax, Logitech

Continue Close

34. Select the Select by Plan radio button to bring up the Plan Selection pop-up to select a specific plan.
35. The Conditions & Services section is used to select the Condition/Objective, Conditions and Services that will be copied over. Check the box next to all that apply. Click Continue to return to the Case/Permanency Plan page, the selected Conditions/Objectives, Conditions and Services will appear under the corresponding Conditions & Services Section.  
**Note:** Checking the box for a Service will automatically check the box for the associated Condition/Objective.
36. The next tab is the Child's Well-Being tab. If there are multiple children on the plan, select the child's name from the drop-down (select Yes to the pop-up to save the page) and the page displays with the Child's Health Summary, Medication, Current Health Care Providers, Immunization Information, and Educational Summary sections. These fields are not enabled on this tab. All information in the section pre-fills from the Person Management page. Click on the [Modify](#) hyperlink to update the associated information.

**Note:** Use the links in the 'Go To' section to jump to that specific section of the Child's Well-Being tab.

**eWiSACWIS**

Print

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**Basic**

Case Name: [Abby Alice N. \(9222746\)](#) Plan Type: CPS, IH Plan Date: **03/21/2025** Details

Case Notes: [Safety](#) [Case/Permanency Planning](#) [Well-being](#) [Case Note Search](#) Plan Due Date: 04/27/2021 ☐ Check for required fields

Basic Safety Planning & Services **Child's Well-Being**

**Name**

Child Name: Abby, Stewart ▾

Abby, Stewart  
Sample, Samuel

**Go To**

[Health Summary](#) [Medication](#) [Health Care Providers](#)  
[Immunizations](#) [Education](#) [Child's Well-Being Tab Content Guide](#)

**Child's Health Summary**

☐ Child has chronic physical, mental or emotional needs. [Modify](#)

☐ Child has had a hospitalization, surgery, emergency medical need, or significant illness in the last six months. [Modify](#)

**Medication**

Options: ▾ Go Save Close



### Immunizations

Parents prefer that the Child not be vaccinated.    Yes

[Modify](#)

Comments

Child's immunizations are up-to-date.    No

[Modify](#)

If "No" describe why immunizations are not up-to-date.

A request for the child 's immunization was made to    on

Immunization

Date(s) Administered

### Educational Summary

☒ School district has been notified of child's placement (if age two or older).

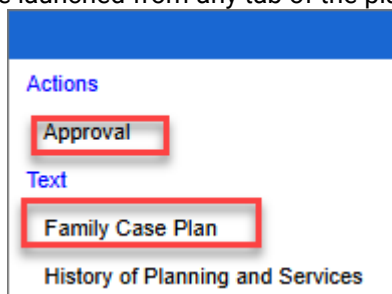
☒ Child is less than age five and attends child care that is not early education, pre-school or 4K.

☒ Child is in kindergarten.

[Modify](#)

37. From the Options drop-down (on any of the tabs), the plan can be approved. Select Approval and click Go. On the Approval History page, select the Approve radio button and click Continue. On the Case/Permanency Plan page, click Save. If a future Plan Date was documented, the Plan Date can be updated to today's date.

38. The Family Case Plan template can be launched from any tab of the plan. The template will launch prior to approval.



Select Family Case Plan and click Go.

**Note:** The Child Welfare Professional and Supervisor names will not pre-fill to the template until after approval. The template should be printed after approval.

39. After approval, when launching the template a Family Case Plan Participants page will display. The Participants will all be selected by default but can be de-selected. This deselection options allows the Family Case Plan to exclude participants and their subsequent Conditions and Services from the Family Case Plan, for example if there are several Parents/Caregivers living in different households. This allows for discretion by the Child Welfare Professional to allow each participant in separate homes for example to only receive a copy of the Family Case Plan that pertains to their Conditions and Services.

Family Case Plan Participants

Print

Family Case Plan Participants

Deselect a participant to remove their conditions and services from the printed document.

<input type="checkbox"/> Select All	Person Name	Relationship	DOB
<input checked="" type="checkbox"/>	Ace, Willy	Guardian	07/03/1999
<input type="checkbox"/>	Berenger, Tom	Reference Person	01/01/1980
<input type="checkbox"/>	Lai, Lucy	Aunt	02/08/1999
<input checked="" type="checkbox"/>	Madness, April	Biological Child	01/12/2022
<input type="checkbox"/>	Maya, Sister	Foster Child	01/01/2004

Continue

Close

Close

Family Case Plan

Use of form: Personal information you provide may be used for secondary purposes [Privacy Law, s. 15.04(1)(m), Wisconsin Statutes].

Court File Number	Branch Number	Name – Judge	
Family Case Name: Abby, Alice, N.		eWiSACWIS Case ID: 9222746	
Name – Child (Last, First Middle) Abby, Anndrea		Birth Date – Child 01/12/2009	Age – Child 16 Years
Chosen Name		Pronouns	
Name – Child (Last, First Middle) Abby, Stewart		Birth Date – Child 01/01/2008	Age – Child 17 Years
Chosen Name		Pronouns	
Date – Family Case Plan 03/20/2025		Name – Agency BMCW-Admin	
Name – Child Welfare Professional		Name – Supervisor	

SAFETY

40. The History of Planning and Services template can be launched from any tab of the plan. This template contains the full history of Conditions & Services that have been documented for the child(ren) on this plan (it does not print the selected period if the Display History Checkbox is selected). Select History of Planning and Services and click Go.

[Close](#)

### History of Planning and Services

Name - Child (Last, First Middle) Ajax, Logitech	Birthdate - Child 02/01/2004
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#### CURRENT PLANNING AND SERVICES

Child: Ajax, Logitech

Condition: Family Meeting

Service category: Parenting Services

Title IV-E Prevention Clearinghouse Service: Healthy Families America

Specifically explain service: Condition

Responsible person / provider: Lenovo J Ajax;Mother Ajax

Frequency / Duration: 1 Hours per Day      Begin date: 06/06/2022      Target end date:

Status of service: Continue: Services were provided in the last six months and will continue in the next six months.

---

Parent / Caregiver: Ajax, Mother

Condition: Court Order Condition

Service category: Parenting Services

Specifically explain service: Schooling

Responsible person / provider: Mother Ajax

Frequency / Duration: 16 Hours per Week      Begin date: 06/06/2022      Target end date:

Status of service: Continue: Services were provided in the last six months and will continue in the next six months.

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#### HISTORICAL PLANNING AND SERVICES

41. The Case Plan will appear on the desktop under the Case/Permanency Plan icon. Click the Case Plan icon to see all the related work associated to that Case Plan.

**Abby, Alice N. (9222746)**

**Case details:**  
CPS Family - Ongoing  
BMCW-Admin  
Intensive In-Home  
Open OHP exists for associated participant(s)

**Case address:**  
120 W. Wisconsin Ave.  
Milwaukee, WI 53203  
(414) 123-1231

**Primary worker:**  
Crawford, Supervisor  
Crawford County

**Actions:**  
[Please select an action](#)

**View case information**

Access Reports

Assessments

Assets and Income

Assignments

Background Checks

Case/Permanency Plan

Education

Eligibility

Extraordinary Payment Requests

ICPC

ICWA

Independent Living

Legal

Missing Child

Narratives

Payments

Permanency Consultation

Placements

Planning

Related People

Safety

Serious Incident Notification

Services

Youth Justice

**Case/Permanency Plan**

<div style="border: 1px solid #ccc; padding: 2px; margin-bottom: 2px;"> <a href="#">Case Plan (CPS, IH)</a> </div> <div style="border: 1px solid #ccc; padding: 2px;"> <a href="#">Permanency Plan (CPS, OHC, ICWA)</a> </div>	<div style="border-bottom: 1px solid #ccc;">03/20/2025</div> <div style="border-bottom: 1px solid #ccc;">10/07/2022</div>	<div style="border-bottom: 1px solid #ccc;">Abby, Anndrea; Abby, Stewart</div> <div style="border-bottom: 1px solid #ccc;">Abby, Alex A.</div>	<div style="border-bottom: 1px solid #ccc;">Pending</div> <div style="border-bottom: 1px solid #ccc;">Pending</div>
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