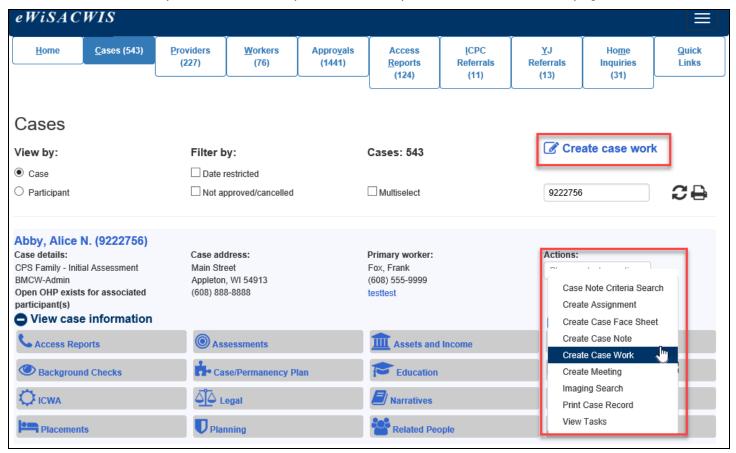
Permanency Plan

The Permanency Plan serves as a tool for communication with parents/caregivers, children and their family members, court parties, and other individuals in providing support and services to the family. It provides the parties an update on the progress towards the child or youth's identified permanency goal.

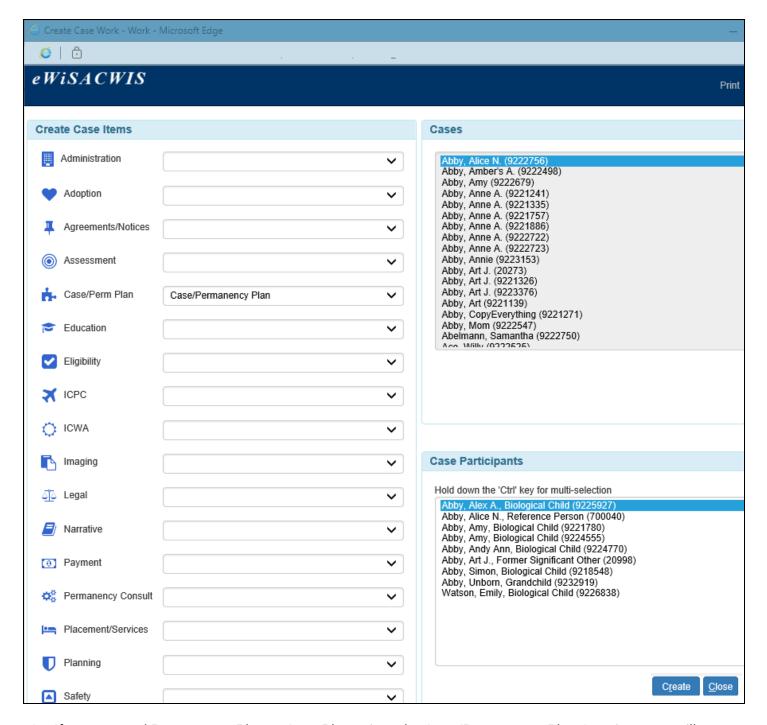
Note: To create a Permanency Plan, an assignment to the case and security is needed. See the <u>Permanency Plan Writing Guide</u> for content details.

1. From the desktop, go to the Cases tab and click the Create Case Work icon or select Create Case Work from the Actions dropdown next to the specific case to open the Create Case Work page.

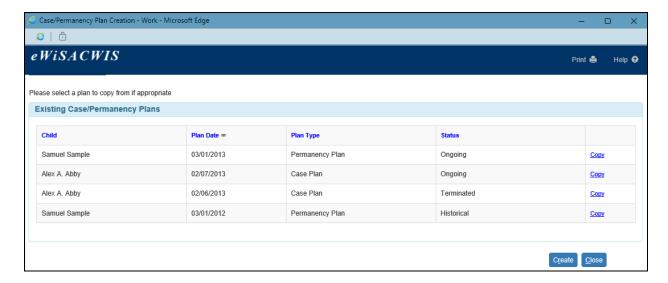


2. On the Create Case Work page, select Case/Permanency Plan from the Case/Perm Plan dropdown. Select the family and the case participant. Then click Create.

Note: A Person Type is required to create a Permanency Plan. See the Person Management User Guide for additional information. If a pending plan exists, it must be opened from the desktop. Click the Case/Permanency Plan topic button to expand the associated work.

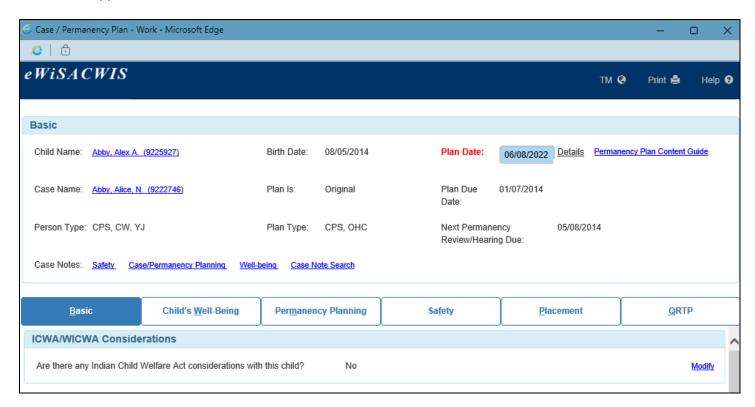


3. If an approved Permanency Plan or Case Plan exists, the Case/Permanency Plan Creation page will appear. Click the <u>Copy</u> hyperlink to copy an associated Plan. Otherwise, click Create to create a new Permanency Plan. Be sure to review all tabs if copy over is used including narrative fields.



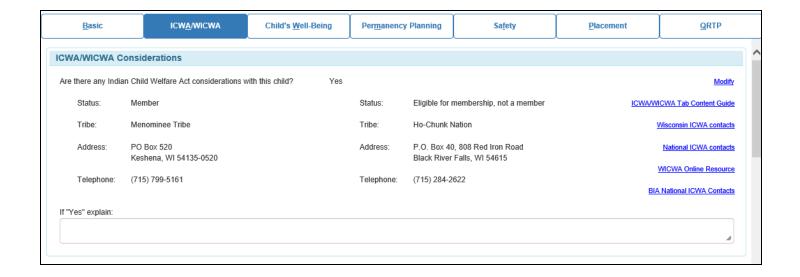
4. On the Case/Permanency Plan page, a date will prefill in the Plan Date field based on when the next plan is due. The Plan Date will determine what type of plan displays, based on the child's Person Type and if there is an existing placement during that date.

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. A future Plan Date is not allowed but upon approval you will be able to update the Plan Date to the approval date.



The first tab is the Basic tab. In the ICWA/WICWA Considerations section verify that Indian Membership has been documented. If updates are needed, click Modify to open Person Management to modify the Race/Ethnicity/Tribal Identification section in Person Management.

1. If ICWA/WICWA membership is documented, an ICWA/WICWA tab will display. For more information on how to fill out the basic tab click the <u>Basic Tab Content Guide</u> hyperlink.



- 2. The basic tab has sections of Other Considerations, Court Information, Parent Info, Guardians, Indian Custodians, and Collaterals. Any information already documented on Person Management, Legal Record, or the Case Notes.
- 3. In the Other Consideration section, proved a statement and review the Date of last face-to-face contact. Click <u>Create Case Note</u> hyperlink to add face-to-face contact notes for the Child, Parent 1, and Parent 2.
 - a. Enter the Out-of-home care provider date.

Note: For more information on how to fill out the basic tab click the <u>Basic Tab Content Guide</u> hyperlink.

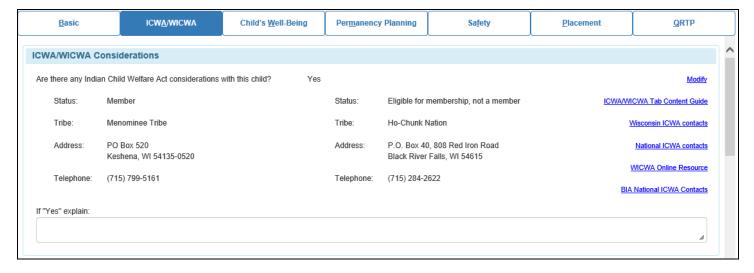
- 4. In the Court Information section on the basic tab, click the Add/Edit button to add/edit the court information. To add court information, click the <u>Legal Record</u> hyperlink. If Court Information exists a selection page will display choices to choose from or a "Not Applicable" checkbox. click the Continue button to return to the Case/Permanency Plan page
- 5. The Parent Info section will prefill with any information documented on Person Management. Check the Parent, Guardian, and Indian Custodian addresses shown below have been reviewed check box when the information is verified and up to date for all three sections. The verification is required to approve the plan. Click the Modify hyperlink to update the information for Parent 1 and Parent 2.
 - a. Uncheck Display to keep the Parent address from displaying on the plan document.
- 6. The Guardian section will prefill with any information documented on Person Management for Guardians.
 - a. The Modify hyperlink in the Parent Info section to update the information.
 - b. Uncheck Display to keep the Parent address from displaying on the plan document.
- 7. The Indian Custodians section will prefill with any information documented on Person Management for Indian Custodians.
 - a. The Modify hyperlink in the Parent Info section to update the information.
 - b. Uncheck Display to keep the Parent address from displaying on the plan document.
- 8. The Collaterals section displays the Case Collaterals documented on the Maintain Case page.
 - a. Click the Modify hyperlink to update any of the collaterals or enter a comment in the Other: field.

Other Consid	derations					
Provide a state hearing or revi		s age and developmental level are sufficient t	for the court or	review panel to consult with th	e child at the	Basic Tab Content Guide
						A
Date of last fac	ce-to-face contact:					Create Case Note
Child:			Out-of-home	care provider: 00/00/000	10	
Parent 1: <u>11/</u>	04/2014		Parent 2:			
Court Infor	mation					
Court File Nu	umber(s)	Branch	Judge			Legal Record
		2.2				<u></u>
						Add/Edit
☐ Pare	ent, Guardian, and Indian Cust	odian addresses shown below have been re	viewed.			
Parent Info						
	Parent 1:	Abby, Alice N.		Parent 2:	Abby, James	
Display: 🗹	Address:	456 session 456 Baraboo , WI 50707	Display: 🗹	Address:	473 Fairchild Street Milwaukee , WI 5320	04
Modify	Parent 1's Attorney:			Parent 2 is:		
			Modify	Parent 2's Attorney:		
Guardians						
	Legal Guardian 1:	Green, Bonnie		Legal Guardian 2:	Green, Chris	
Display: 🗹	Address:	987 N. Hawk Road Milwaukee , WI 53206	Display: 🗹	Address:		
	Phone:			Phone:		
	Cell Phone:			Cell Phone:		
Indian Cust	odians					
	Indian Custodian 1:	Wolverine, Uncle		Indian Custodian 2:		
Display: 🗹	Address:	1981 Harbor Blvd Ann Arbor , MI 61245	Display: 🗹	Address:		
	Phone:			Phone:		
	Cell Phone:			Cell Phone:		



Note: If the child is over 18 and extending foster care to 21 face to face contact dates related to the parents, as well as the parent/caregiver and family sections will not display, and the Plan Type will show EXT. When attempting to create a plan for a child who may be eligible for the extension users will receive the message below. Clicking "Yes" will take the worker to the Independent Living record to complete the extension eligibility. See the Independent Living User Guide for more details.

The second tab is the ICWA/WICWA tab. Only if the ICWA Considerations is "Yes" then all the pertinent information displays in this section. Click the <u>Modify</u> hyperlink to update the child's race, ethnicity, and tribal information on the Person Management page. If the answer is "No", this tab will not display. When "Yes", a Statement of Active Efforts document will be created with the Permanency Plan document.

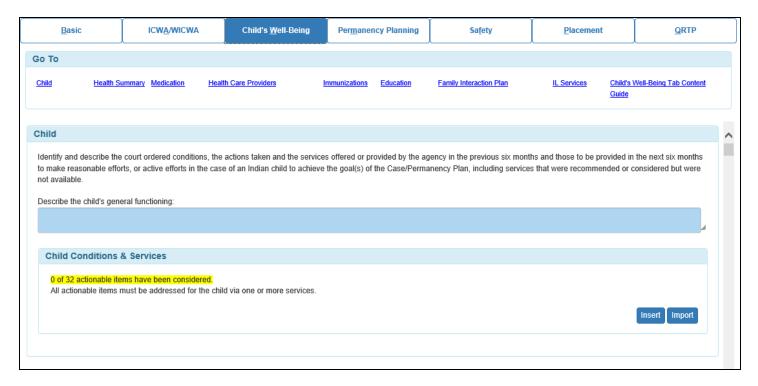


- The ICWA/WICWA Considerations section will prefill with any tribal status' documented on Person Management. Click the <u>Modify</u> hyperlink to update. Other helpful hyperlinks are included in this section including the <u>ICWA/WICWA Tab Content Guide</u>.
- 2. ICWA/WICWA Placement Preferences will prefill with any Placements that are created after a child/youth has documented as having tribal membership. This information will prefill from the ICWA tab of the documented placement.
 - a. All remaining radio buttons and narratives in this section are required to approve the plan.
- 3. The ICWA/WICWA Active Efforts section are all the required questions and narratives for an ICWA/WICWA placement. This section will prefill on the Statement of Active Efforts document that will be created with the Permanency Plan document is created.

<u>B</u> asic	ICW <u>A</u> /WICWA	Child's <u>W</u> ell-Being	Per <u>m</u> anen	cy Planning	Safety	<u>P</u> lacement	t	<u>Q</u> RTP
ICWA/WICWA Place	ment Preferences							
		as to whether the Indian child's plac good cause for departing from that		mpliance with th	e order of the placement pref	erence, and if the pla	cement is	s not in compliance
Placement Is		Placement Preference		Describe the a	ction taken to comply with	statutory placement	t prefere	nces
Does the Tribe have the	eir own placement preferen	ces?				(○Yes(○No
Is the child in a placeme	ent setting that meets the p	lacement preferences as outlined I	by ICWA/WICV	VA? <u>Details</u>		(○Yes(○No
Has the court made a g	ood cause finding to depar	t from the placement preferences?				(⊃Yes (○No
	fforts in the past six month	s to locate a placement that meets	the preference	es outlined by IC	WA/WICWA.			
Describe								li
CWA/WICWA Active	e Efforts							
If the child is an Indian of Describe	child, describe the remedia	I services and rehabilitation progra	ms offered in a	n effort to preve	ent the break-up of the Indian o	child's family.		
								h
tribal community were re	equested to evaluate the ci	ibe with substantial knowledge of procumstances of the Indian child's for	amily and to as			,	○Yes(○ No
	including traditional and cu splain why not conducted	stomary support, actions, and serv	ices.					
Describe	plant mily not conducted							
	sment of the situation of th	e Indian child's family was complet	ted, including a	determination	of the likelihood of protecting t	he child's health, () Yes	⊃ No
Describe activities or ex	plain why not conducted							
								A
		ntified, notified, and invited to parti	cipate in all asp	pects of the pro	ceedings at the earliest possib	le point and their (OYes (O No
	cited throughout the procee	edings.						
Describe activities of ex	plain why not conducted							
Extended family member	are of the Indian child, inclu	ding extended family members wh	o woro identific	nd by the Indian	child's tribo or parents, were r	notified and	· · · · ·	<i>A</i>
	,	ure and support for the Indian child				`	OYes (J No
Describe activities or ex	plain why not conducted							
								h
		nsupervised family interaction in th angements for transportation and o) Yes	⊃ No
Describe activities or ex	plain why not conducted							
								A
	ervation strategies were of ly appropriate to the tribe.	fered or employed and the involver	ment of the Indi	ian child's tribe	was requested to identify those	e strategies and to () Yes	⊃ No
	plain why not conducted							
		nd transportation assistance and in) Yes	O No
		nbers of the Indian child's family wit assisted or offered active assistand				ources was		
Describe activities or ex	plain why not conducted							
								h
Monitoring of client prog	ress and client participation	n in services was provided.				(Yes (⊃ No
Describe activities or ex	plain why not conducted							
								h
ns:	∨ Go						Sa	ave Close

The Child's Well-Being tab is used to review and document the Child/Youth's general functioning and Conditions & Services, Health Summary, Medication, Health Care Providers, Immunizations, Education, Family Interaction Plan, and Independent Living (IL) Services.

 In the Go To section each section has a quick navigation hyperlink in this section. This section also has a <u>Child/Youth's Well-Being Tab Content Guide</u> hyperlink that will open the Well-Being section of the Permanency Plan Writing Guide.

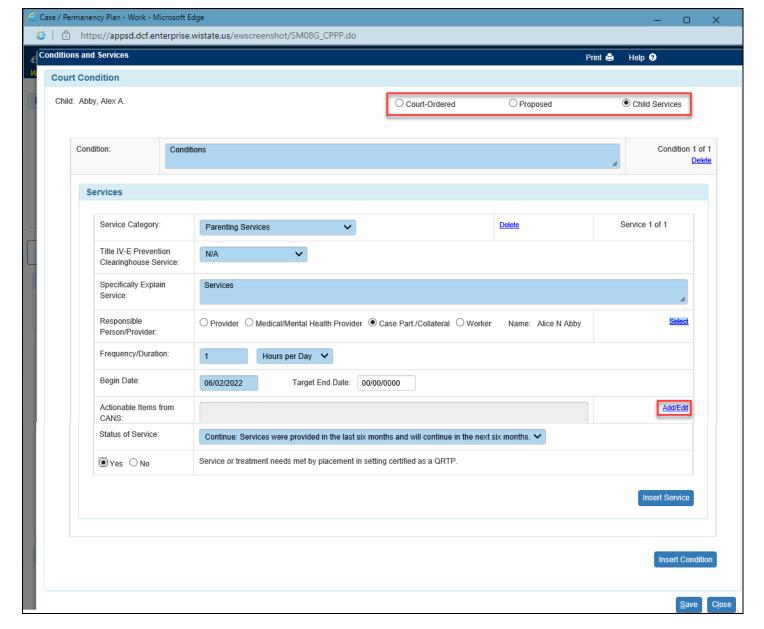


2. In the Child section, describe the child/youth's general functioning and document reasonable efforts or active efforts in the case of an Indian child. The Child section will prefill information from the most recent pending or approved Assessment, if applicable.

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

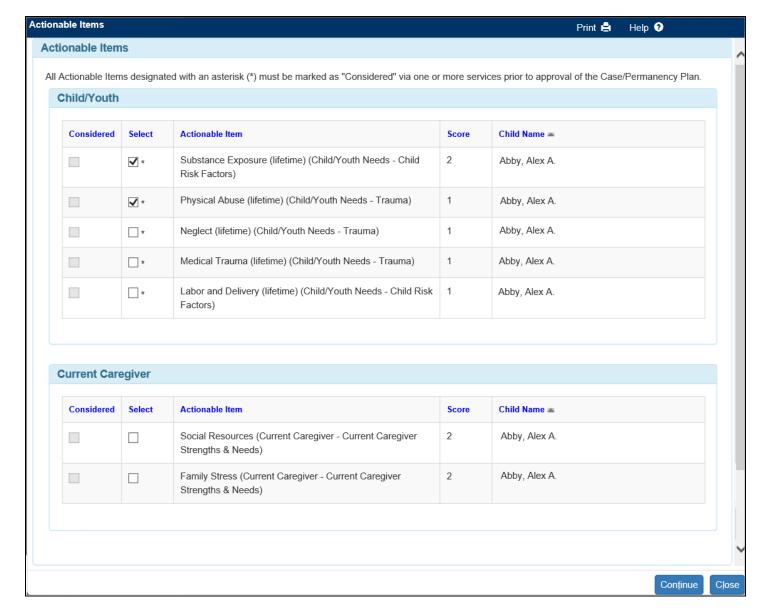
- 3. The Child Conditions & Services section will display the actionable items from an approved CANS.
 - a. This section displays Conditions and Services which were provided in the last 6 months or will be provided in the next 6 months.
 - b. To Add Conditions and Services click the Insert button.
- 4. To enter a condition and service, one of the three radio buttons will need to be selected at the top of the Conditions and Services page.
 - a. Once either Court Ordered, Proposed, or Child Services is selected, Conditions and Services can be entered.

Note: Title IV-E Prevention Clearinghouse Services field only displays when the Service Category is Parenting Services. The Title IV-E Clearinghouse Service dropdown 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.

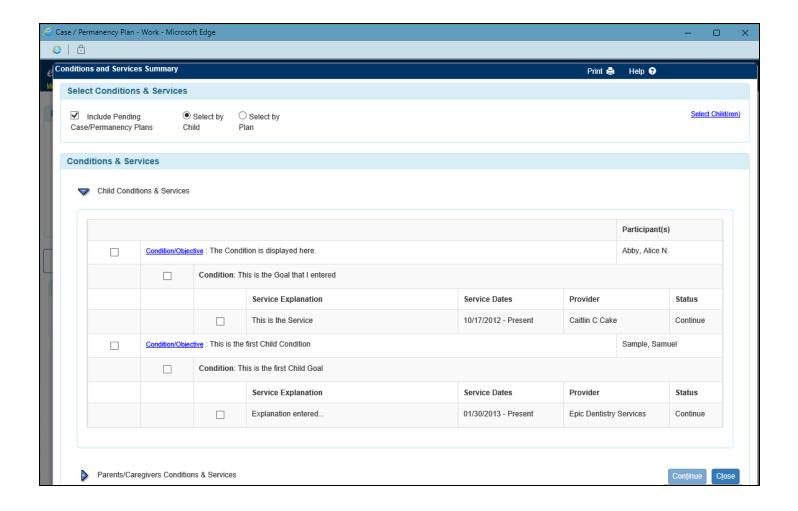


- 5. All fields are required to save the page. To document Responsible Person/Provider, select the appropriate radio button and click the Select hyperlink to select a person/provider. Depending on the selection the hyperlink with either launch the Provider Search, Medical Provider Clinic Search Page, Participants/Collaterals selection page, or the Worker Search page. Select the radio button from the search results and click Continue to return to the Conditions and Services page. The selected person/provider will display for the Responsible Person/Provider field.
- 6. To address Actionable Items from CANS, click the Add/Edit hyperlink.
 - a. 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 to approve the Permanency Plan.



- 7. Each Condition can have multiple services. Click Insert Service to add more services for a Condition. Multiple Conditions can be added by clicking Insert Condition. The same radio button choice will be selected for each Condition inserted.
- 8. To Import previous Conditions and Services for this Case, click the Import button.
 - a. Check or uncheck the Include Pending Case/Permanency Plans checkbox to include or exclude pending plans.
 - b. Select either by Child or by Plan radio buttons to modify the Conditions & Services results.



4. 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.



5. Select the Select by Plan radio button to bring up the Plan Selection pop up to select a specific plan.

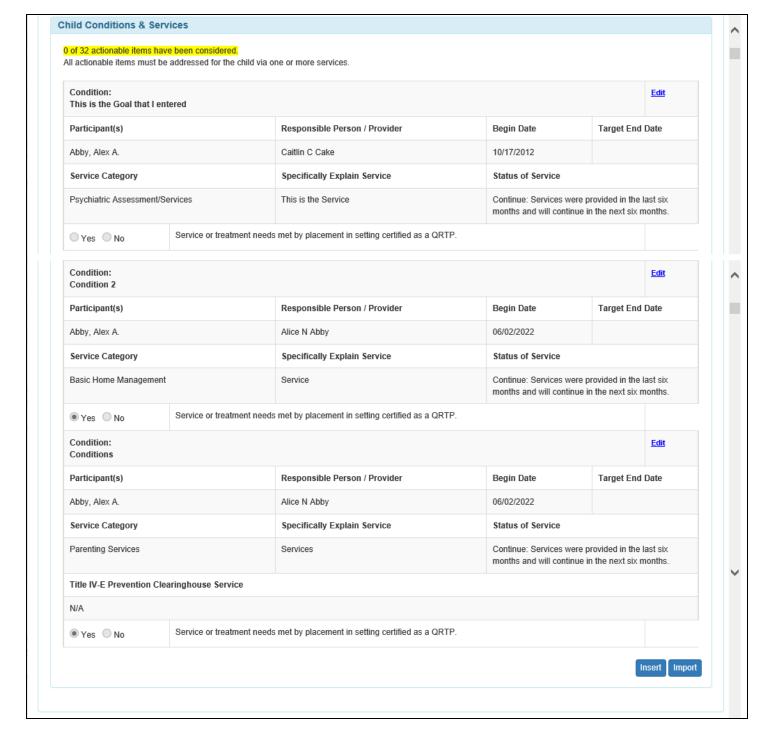


6. The Condition & Services section is used to select the Condition/Objective, Conditions and Services that will be copied over. Check the box next to all that apply. Click Continue to return to the Case/Permanency Plan page, the selected Conditions/Objectives, Conditions and Services will appear under the corresponding Conditions & Services Section.

Note: Checking the box for a Service will automatically check the box for the associated Condition and Condition/Objective.

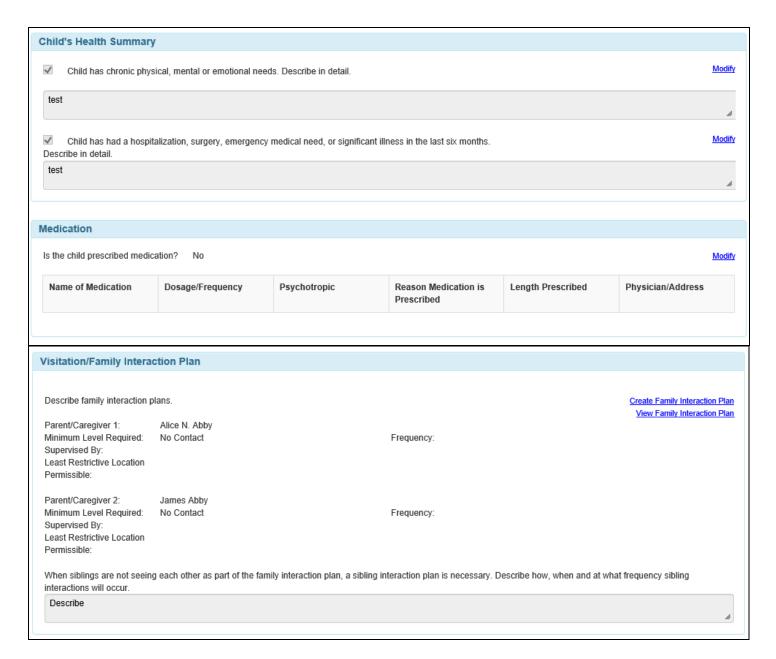
- 9. To delete a Condition or Service, click the <u>Delete</u> hyperlink next to the Condition or Service that should be deleted.
- 10. Conditions and Services entered and imported can be reviewed from the Child's Well-Being tab.
- 11. Click the Edit hyperlink to edit any of the conditions as appropriate.

Note: Any imported Conditions and Service will need to be updated with the selection of a radio button to be able to modify any of the fields.



- 7. The Child's Health Summary, Medication, Current Health Care Providers, Immunizations sections are all prefilled from information entered on Person Management. Click the <u>Modify</u> hyperlink in any of the sections to review and update information when applicable.
- 8. The Educational Summary section will display additional required fields when answering "No" to "Is the most recent grade report attached?". Click the Modify hyperlink in any of the sections to review and update information when applicable.
- 9. The Visitation/Family Interaction Plan section will prefill with the information from the most recent Family Interaction Plan. Click the hyperlink to Create, View(when approved), or Modify the Family Interaction Plan.

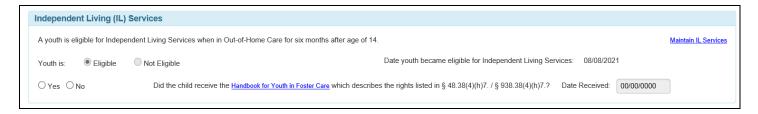
Note: There must be an approved associated Family Interaction Plan to approve the Permanency Plan.



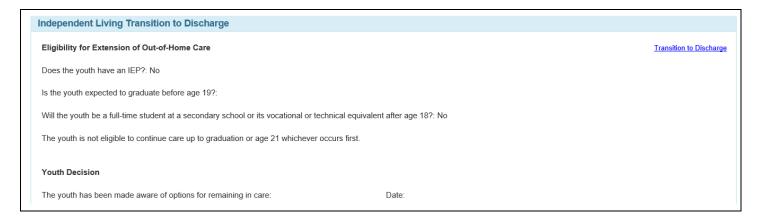
Note: If the Person Type for the child does not include CPS, then the eWiSACWIS version of the Family Interaction Plan is not required. If applicable, select the Non-eWiSACWIS Family Interaction Plan radio button and describe the family interaction plan.



10. In the Independent Living (IL) Services section, you can maintain the services by selecting the <u>Maintain IL</u> <u>Services</u> hyperlink. See the <u>Independent Living</u> user guide for more information on IL.

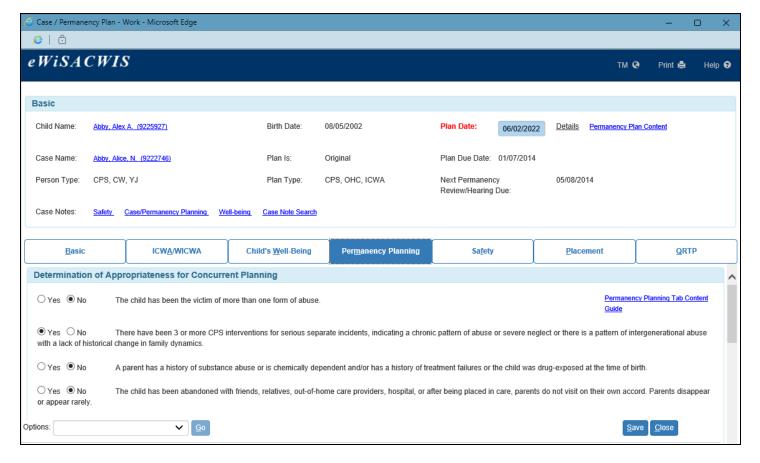


- 11. The Historical Services/Activities sections prefill from the independent Living page for the youth.
- 12. The Independent Living Transition to Discharge section will display once the youth has reached 17 ½ years old. This information prefills from the Independent Living page and can be updated by selecting the Transition to Discharge hyperlink.



The Permanency Planning tab contains the Determination of Appropriateness for Concurrent Planning, Proposed Permanence Goal, Permanence Goal, Concurrent Goal, Parents/Caregivers Conditions & Services, Reasonable Efforts, Termination of Parental Rights, ASFA Exceptions, Permanency Review, and the Permanency Hearing sections.

- 1. Click the <u>Permanency Planning Tab Content Guide</u> hyperlink for more information on how to fill in the information on this tab.
- 2. Some information will prefill on this tab. Fill out the remaining required fields and save the plan.

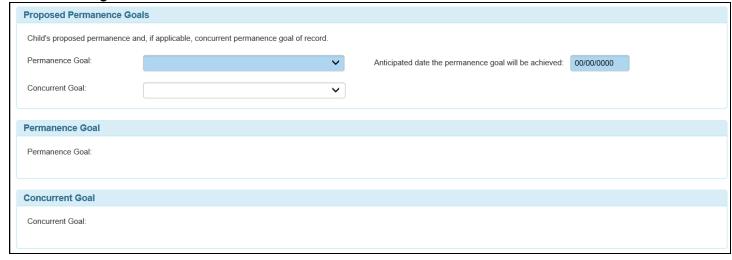


3. If this is a Subsequent plan, select the Permanence Goal from the dropdown in the Current Permanence Goal of Record section. If applicable, select the Concurrent Goal.

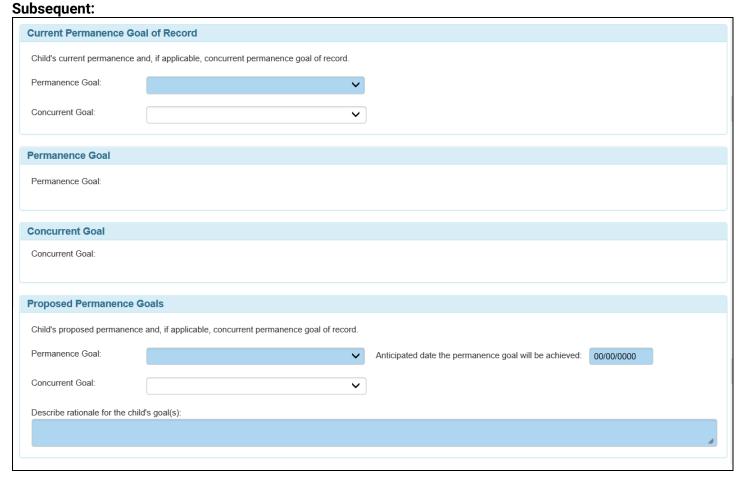
Note: If the plan is the Original plan, there will be only a Proposed Permanence Conditions section. In the Permanence Goal and Concurrent Goal sections, the set of questions will vary, depending upon which goal was selected in the Current Permanence Goal of Record section. Document a response to each of the questions. If applicable, select the appropriate radio button for the question(s).

4. In the Proposed Permanence Conditions section, select the Permanence Goal from the dropdown and document the anticipated date the permanence goal will be achieved. Describe the rationale for the child's goal(s).

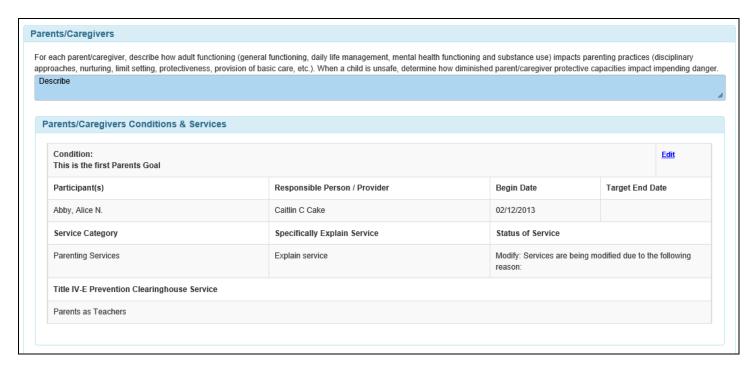
View of Original:



View of

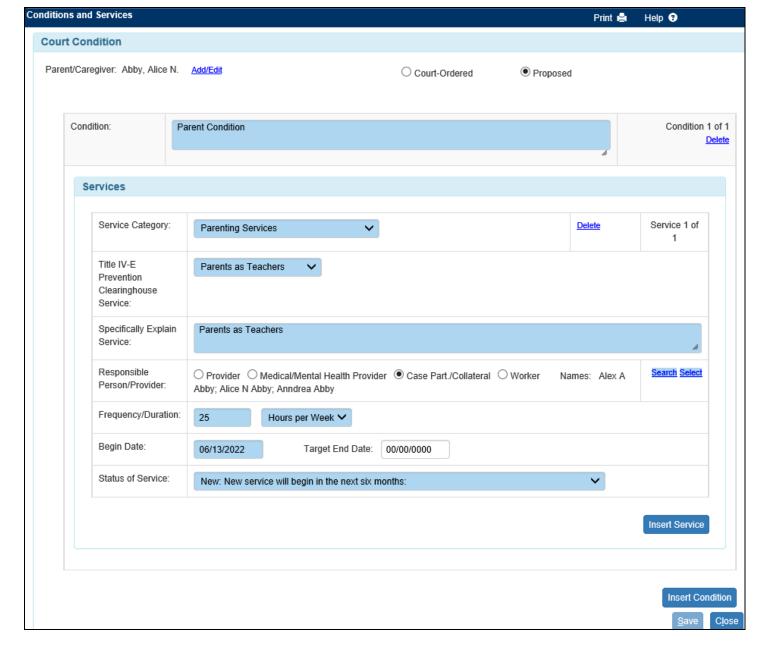


5. The Parents/Caregivers section narrative will prefill information from the most recent pending or approved Assessment. This narrative box is enabled to enter additional information if needed.

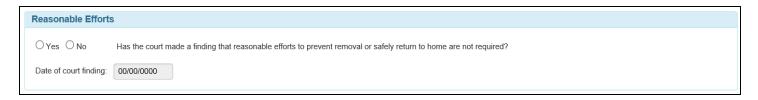


- 6. In the Parents/Caregivers Conditions & Services section, select the Insert button to add Conditions for the Parents/Caregivers. This will open the Conditions and Services page.
- 7. On the Conditions and Services page, click the Add/Edit hyperlink to add the parents/caregivers these Conditions and Services are associated to
- 8. On the Case Participants page, select the applicable parents/caregivers. Click Continue to return to the Conditions and Services page.

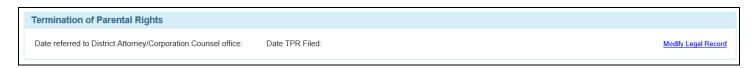




- 9. Select either Court Ordered or Proposed for the Condition and Service being entered. Enter the remainder of the fields. Entering the required fields on this page will be the same as Child Conditions and Services (page 8-9 of this guide).
- 10. In the Reasonable Efforts section, select the radio button for the question. If "Yes", enter the date of the court finding.

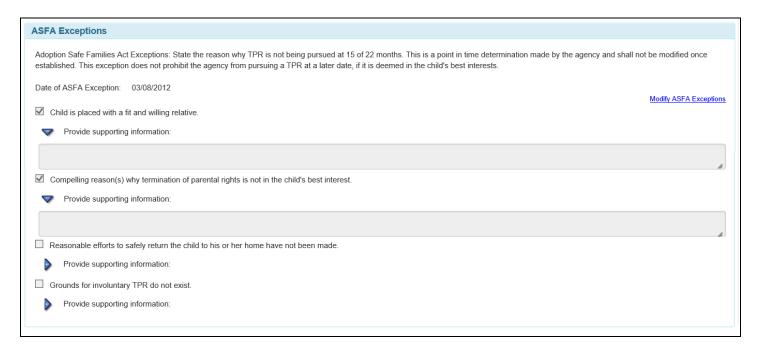


11. If a Termination of Parental Rights (TPR) has occurred, the date referred to District Attorney/Corporation Counsel and the date TPR filed will appear. You can create a Legal Record from the Create Legal Record hyperlink if the TPR does not exist.

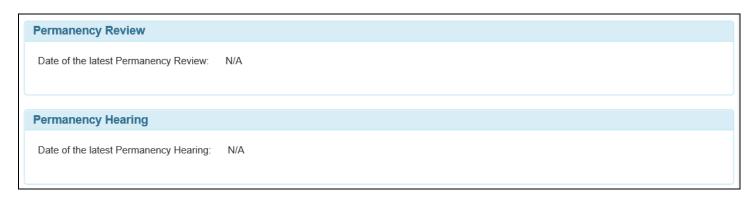


12. The ASFA Exceptions section prefills if there is an ASFA Exceptions of why TPR was not being pursued at 15 of 22 months. You can create an ASFA Exception from the Create ASFA Exceptions hyperlink if it does not exist. See the associated ASFA Exceptions User Guide to create an ASFA Exceptions.

Note: This is a point in time determination that is made by the agency and should not be modified once established, even if circumstances have changed.



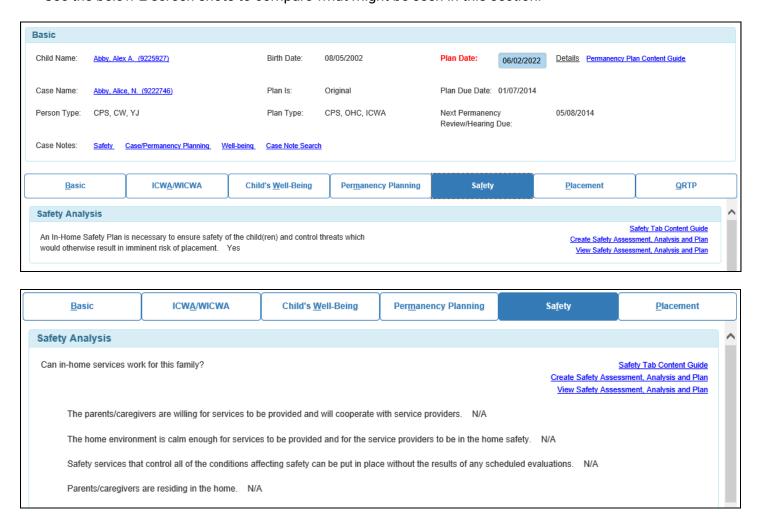
- 13. The Permanency Review and Permanency Hearing sections will prefill information from the Permanency Review or Hearing Results page. If this is the original Permanency Plan, the dates will display as N/A.
- 14. Enter all applicable information and click the Save button to save the plan.



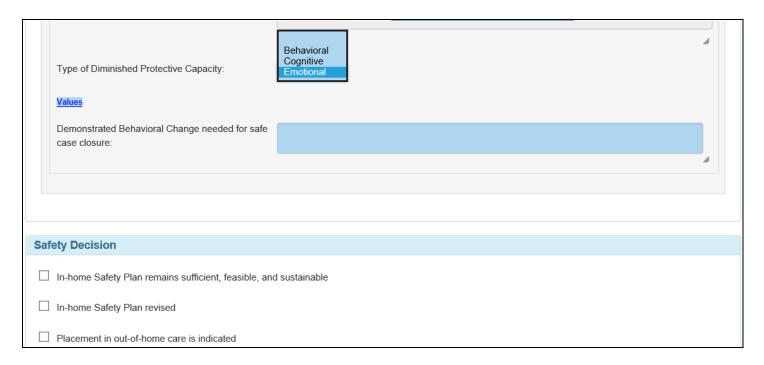
The Safety tab will display only if the person type is CPS there is any safety pieces of work documented for the child/youth. Sections are Safety Analysis, Safety Services, and Safety Decisions documented.

Note: When the Person Type is CPS, there must be an approved associated Safety Assessment, Analysis Plan to approve the Permanency Plan.

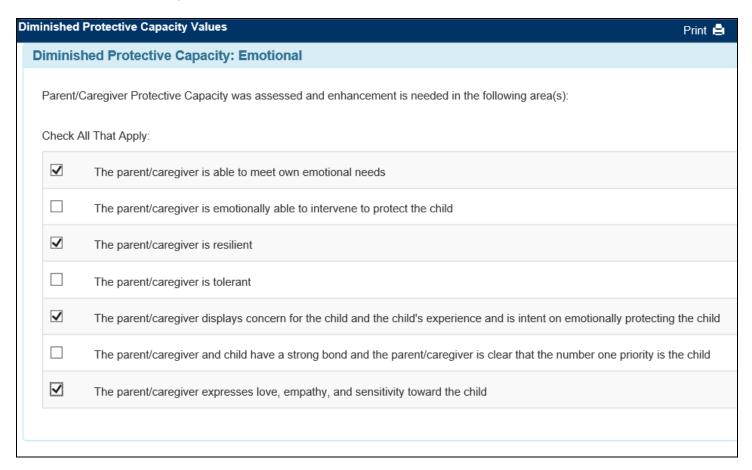
 In the Safety Analysis section, The Safety Assessment, Analysis and Plan (SAAP) can be created, edited, or viewed using the hyperlinks. The answer to the question in this section will update based on the result of the SAAP. "Yes" or "No" will display. Click the <u>Safety Tab Content Guide</u> more information on how to document Safety. Based on what is documented the Safety Analysis section could look a little different. See the below 2 screen shots to compare what might be seen in this section.



2. If Safety Services exist, select the Type of Diminished Protective Capacity, this will automatically launch the Diminished Protective Capacity Values page. The <u>Values</u> hyperlink can be used to return to the Diminished Protective Capacity Values page to update selection(s).



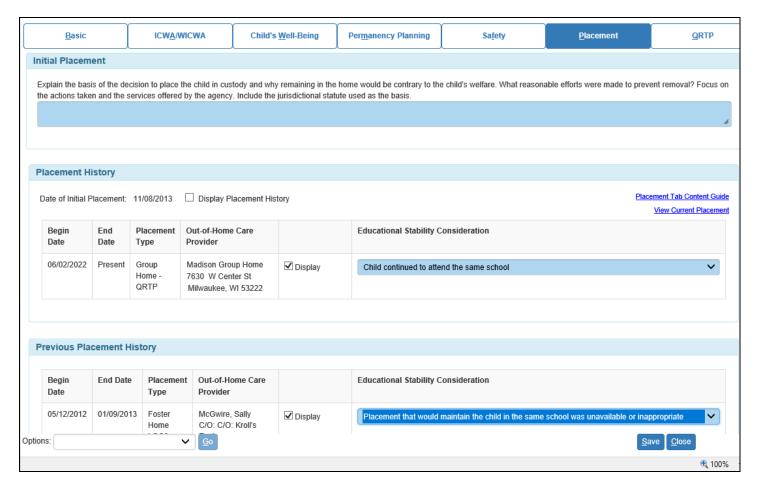
3. On the Diminished Protective Capacity Values page, select all applicable values. Click Continue to return to the Case/Permanency Plan page.



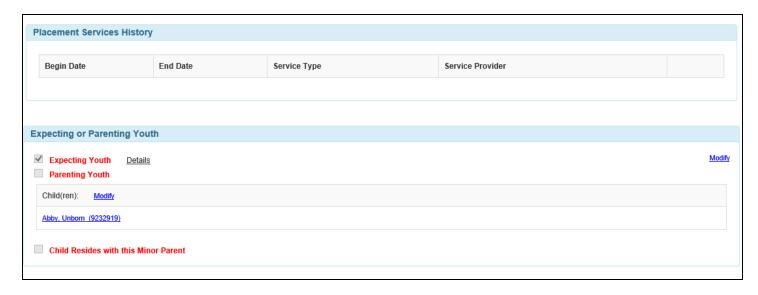
- 4. Document the Demonstrated Behavioral Change needed for safe case closure.
- 5. In the Safety Decision section, select the applicable checkboxes and save the plan.

The Placement tab. This displays all information related to the child's placement. If you uncheck the Display checkbox then this information (provider's name and address) does not display on the Permanency Plan document. Select the appropriate Educational Stability Consideration for each Out of Home Placement.

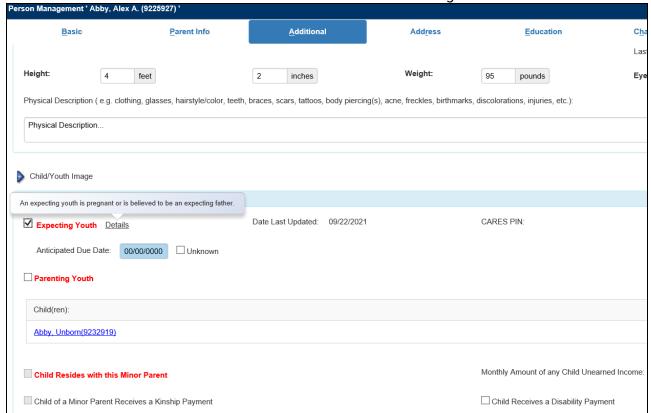
1. If your agency's service types indicate "Prefill Documents," then any applicable Services will prefill in the Placement Services History section.



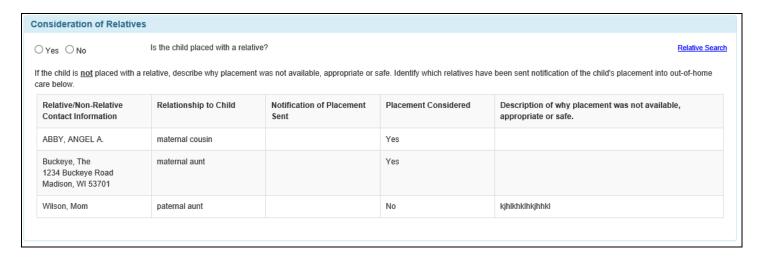
6. The Expectant or Parenting Youth section is prefilled from the Person Management page. To Modify this information, click the <u>Modify</u> hyperlink on the top right.



- 7. Expecting Youth should be checked for an expecting mother or father. Once checked, the Anticipated Due Date will be required. If the date is unknown, check the Unknown checkbox. A reminder will be sent to the primary worker update the Anticipated Due Date once known.
 - a. Child Resides with this Minor Parent becomes enabled what the Parenting Youth checkbox is checked. To document the Child(ren) section in Person Management, the youth on the plan must be documented as a Parent on a child's Person Management record.

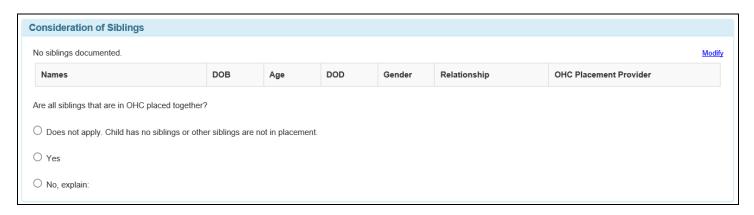


- 8. Save and Close Person Management to review the changes made reflected on the Placement tab.
- 9. In the Consideration of Relatives section, select the "Yes" or "No" radio button to indicate if the child is placed with a relative. If no relatives are documented on the Relative/Non-Relative Search Summary page for the child, answer the question, "If a relative could not be located, describe subsequent/current efforts made to locate a relative." To add any relatives, click on the Relative Search hyperlink. See the associated Relative/Non-Relative Search User Guide. If the Relative/Non-Relative Search Summary page contains any relatives, the relative section will display the relatives. If indicated "Yes" the child is placed with a relative, at least one relative must be documented on relative search.

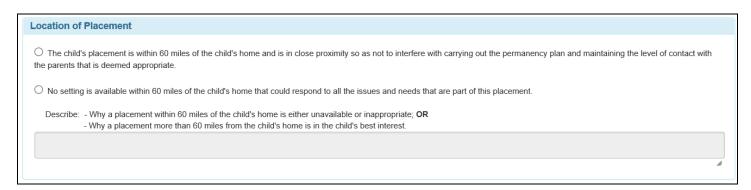


Note: Non-Relatives will only display here if a Notification of Placement was sent to that non-relative. Any Relative Search records that were created when they were copied over from another child when the Notification of Placement was created, will need to have the relationship and placement consideration section completed before the plan can be approved.

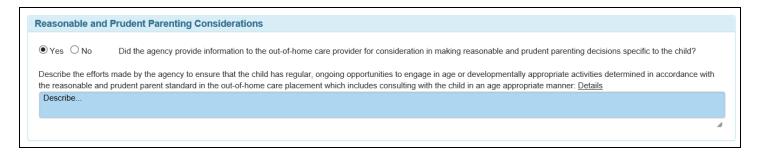
10. In the Consideration of Siblings section, select the appropriate radio button.

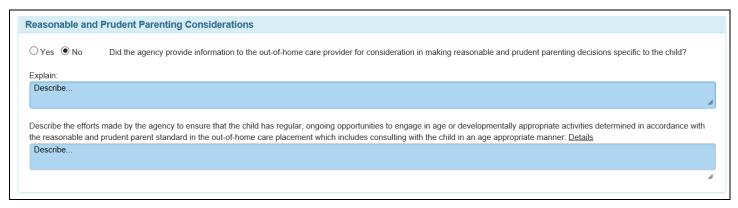


11. In the Location of Placement section, select the appropriate radio button. If the "No setting is available..." radio button is selected, enter narrative in the associated box.

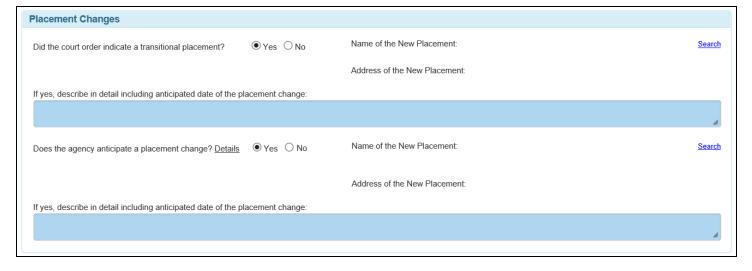


12. In the Reasonable and Prudent Parenting Considerations section, select the appropriate radio button. If the "Yes" radio button is selected, enter narrative in the associated box. If the "No" radio button is selected, enter narrative in the associated boxes.





13. In the Placement Changes section, select the "Yes" or "No" button for each of the questions. If the court ordered a transitional change or the agency anticipates a placement change, click on the <u>Search</u> hyperlink and search out the upcoming provider. The name and address of the new placement will prefill to the plan. Enter text in the associated narrative field.

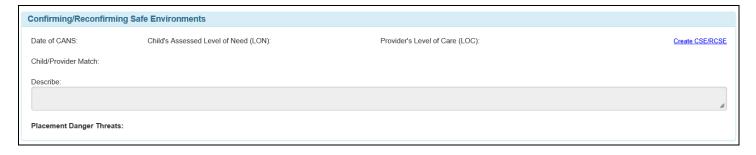


14. In the Annual Credit Report section, select the "Yes" or "No" button for each of the questions. Click the Imaging Search hyperlink to attach an image. If the child is under 14 years of age, only the second question will be displayed. If the child is older than 14, both the questions below will be displayed. Additionally, there is an optional narrative box to enter comments, if any.

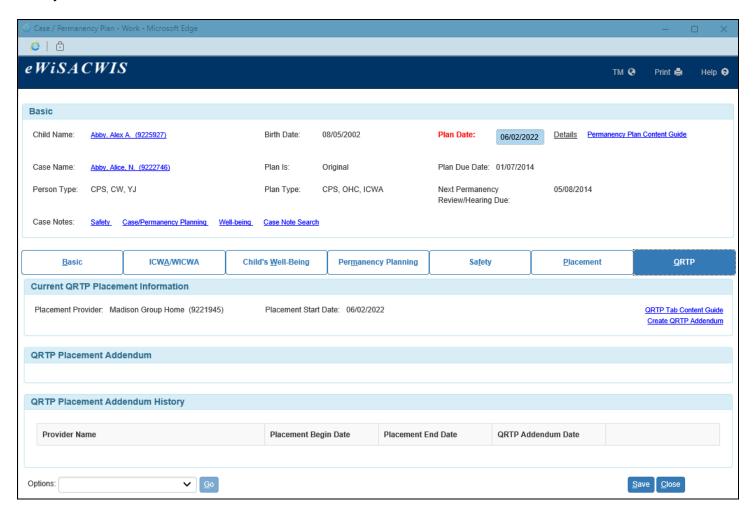
Annual Credit Report	
○ Yes ○ No Were there any inaccuracies in this report? Imaging Search	
Explain:	
	A

15. In the Confirming/Reconfirming Safe Environments section, information from the most recent Confirming/Reconfirming Safe Environments (CSE/RCSE) will prefill. If the CSE/RCSE does not exist, click on the Create CSE/RCSE hyperlink. See the associated Confirming Safe Environments or Reconfirming Safe Environments User Guides for additional information.

Note: If the CSE/RCSE is pending, the hyperlink will read "Modify CSE/RCSE." If the CSE/RCSE is approved, the hyperlink will read "View CSE/RCSE." There must be an associated approved CSE/RCSE within the past 6 months to approve the Permanency Plan.

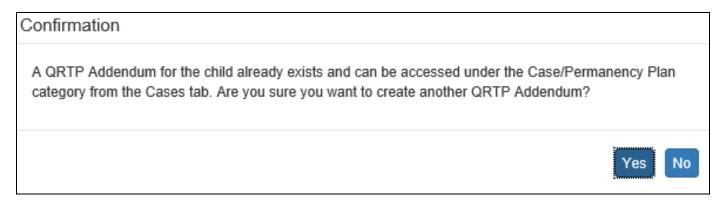


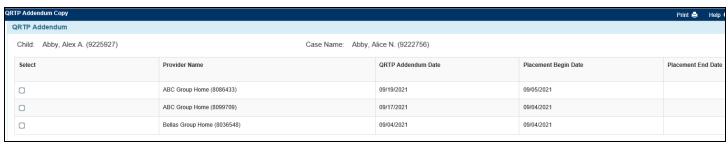
The QRTP tab will only display if a Placement is documented with a Residential Care Center or Group Home Provider that has an active Qualified Residential Treatment Provider (QRTP) Certification documented on the facility license.



16. A QRTP Addendum can be created from this tab and once approved the information will prefill to the tab. Click the <u>Create QRTP Addendum</u> hyperlink. If one already exists, a message will display. Clicking "Yes" will

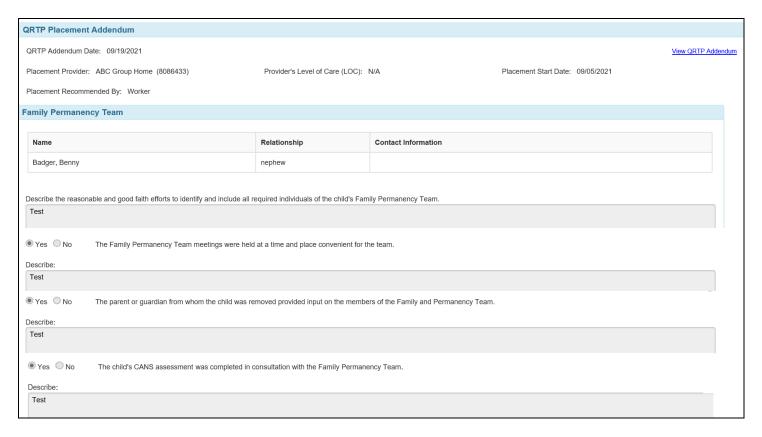
launch the QRTP Addendum Copy page. Clicking "No" will return to the previous page. Click the QRTP Tab Content Guide hyperlink to view more information in the Permanency Plan Writing Guide.



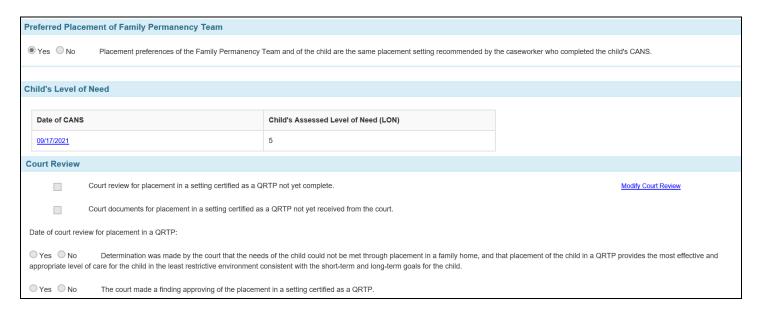


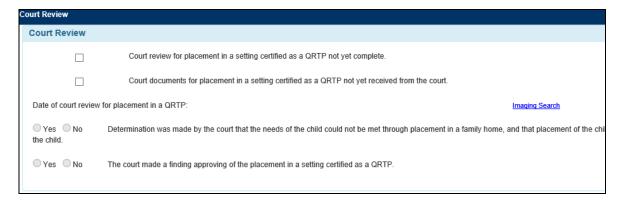
- 17. If an approved QRTP Addendum exists, the <u>View QRTP Addendum</u> hyperlink will display. A <u>Pending QRTP Addendum</u> hyperlink will display if not approved.
 - a. Any updates to the Addendum will result in a message.
 - b. Once approved the information from the Addendum will prefill to the tab.



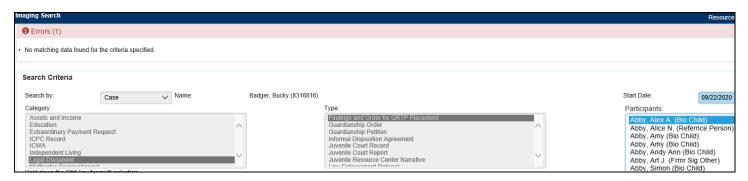


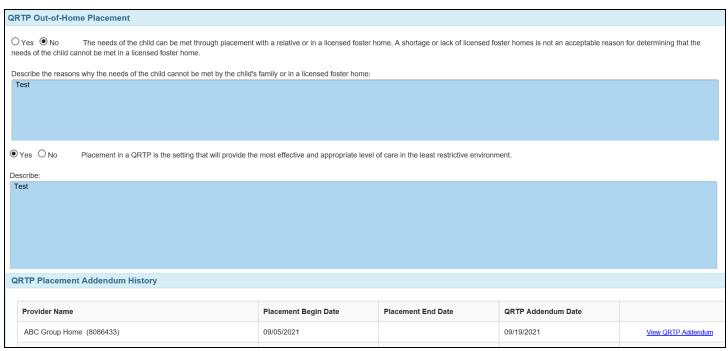
- 18. Family Permanency Team, Preferred Placement of Family Permanency Team, Child's Level of Need, Court Review, QRTP Out-of-Home Placement, QRTP Addendum History sections on the approved Addendum will prefill to the QRTP tab.
- 19. If there is an existing CANS a hyperlink to the approved CANS will display in the Date of CANS field. If one needs to be created, click the Create CANS hyperlink.
- 20. To modify the Court Review section, click the Modify Court Review hyperlink.

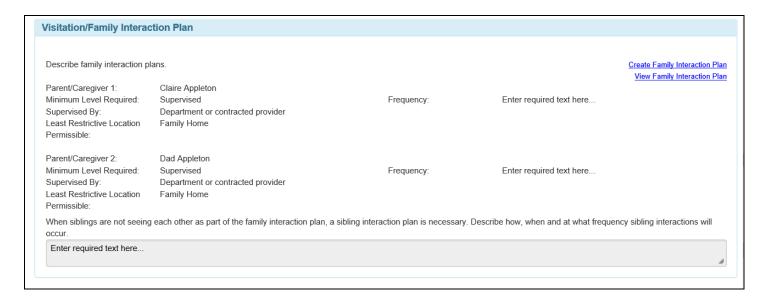




21. Imaging Search will search for existing documents with the Category and Type related to the Court Review. Click Create to add a document.







From the Options dropdown (on any of the tabs), you can approve the plan. Select Approval and click Go. On the Approval History page, select the Approve or Not Approve radio button and click Continue. On the Case/Permanency Plan page, click Save.

22. If a future Plan Date was documented, the Plan Date will update to today's date.



23. You can launch the Permanency Plan document from any tab of the plan. Select Permanency Plan and click Go.

Note: The worker and Supervisor names will not prefill to the document until after approval of the Plan. The document should be printed after approval.

		Close				
		Pe	rmanency Plan			
Court File Number Not Applicable	Г	Branch Number	Name – Judge			
Permanency Plan	is: Subseque	nt				
Name – Child (La: Abby, Alex A.	st, First Middle)			Birth Date – Child 08/05/2014		
MOTHER			FATHER	·		
Abby, Alice N. 111222 Penntwon Rd Baraboo, WI 53913 (608) 888-8888			Abby, James 225 Learjet Way Eagle River, WI 5 (715) 222-2222	225 Learjet Way Eagle River, WI 54521		
Attorney:			Attorney:	Attorney:		
CASE INFORM	ATION					
Date – Form Filled 10/04/2013	d Out		Name – Agency BMCW-Agency-O	CSSW		
Name – Worker Cake, Caitlin C.			Name – Supervisor Cake, Caitlin C.			
Agency Case Number 9222746			Date – Next Perman	$\begin{array}{c} \text{Date} - \text{Next Permanency Review} / \text{Hearing Due} \\ N / A \end{array}$		
Name – Guardian Smith, Tanny	ad Litem					
CONSIDERATION	ONS FOR RE	VIEW / HEARING				
1. Yes	■ No Are t	here any Indian Child Welfare	Act considerations with this of	hild?		
the child	Provide a statement as to whether the child's age and developmental level are sufficient for the court or review panel to consult with the child at the hearing or review. Enter required text here					
3. a.	_	ce-to-face contact by the work	ker with the following:			
		0/06/2012				
	Mother: 1	0/04/2012 (Contact By Des	signee)			
		0/06/2012	- /			

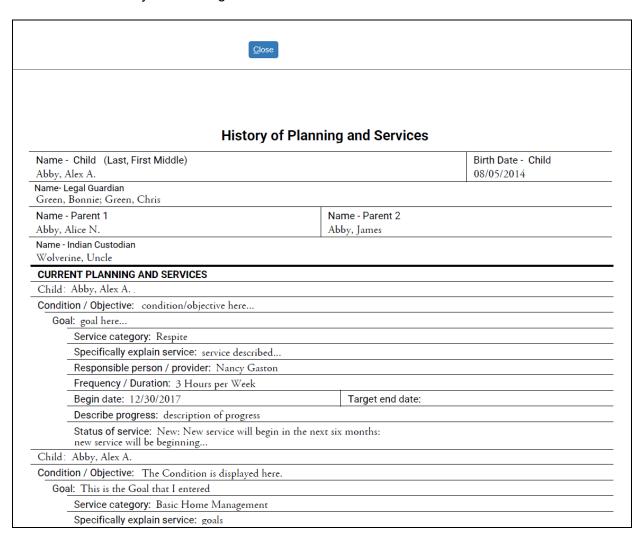
24. If the the ICWA/WICWA tab is displayed on the plan, the State of Active Efforts ICWA document will also launch with the Permanency Plan.

IN THE INTEREST OF	Statement of Active Efforts Indian Child Welfare Act	
Abby, Alex A.		
Name		
08/05/2002	Case No.9222746	
Date of Birth		

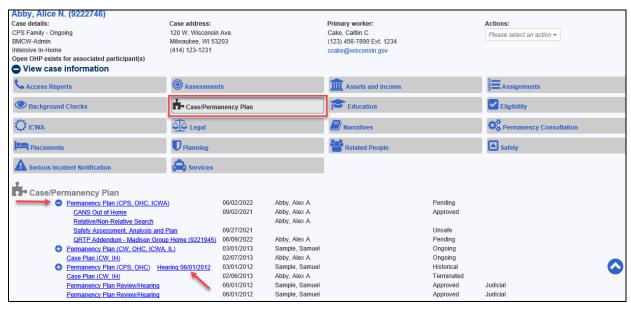
Active efforts to provide remedial services and rehabilitation programs designed to prevent the break-up of the Indiar family were made as follows:

- Representatives designated by the Indian child's tribe with substantial knowledge of prevailing social and cultural standards and child-rearing practice within the tribal community were requested to evaluate the circumstances of the Indian child's family and to assist in developing a case plan that uses resources of the tribe and Indian community, including traditional and customary support, actions, and services.
- 25. Launch the History of Planning and Services document from any tab of the plan. This document 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).

a. Select History of Planning and Services and click Go.



The Permanency Plan hyperlink will appear on the desktop under the Case/Permanency Plan icon. Click the expanding Permanency Plan icon to see all related work associated to that Permanency Plan (a hyperlink to the associated Review or Hearing displays to the right if they exist).



An option to revise a Perm Plan is available in the Options dropdown if revisions were ordered at the Hearing/Review. The revise option will only be available if the review is a judicial review or a panel review with one of the recommendations selected as "Yes" and the review must be within 30 days of the plan date.

On a revised plan the Permanence Goal and the Conditions and Services on the on the Permanency Planning tab can be edited along with the Conditions and Services on the Child's Well-Being tab. Everything else copies over exactly from the plan that the revise option was launched from. To revise a plan, select 'Revise' from the options dropdown on the plan to be revised.

