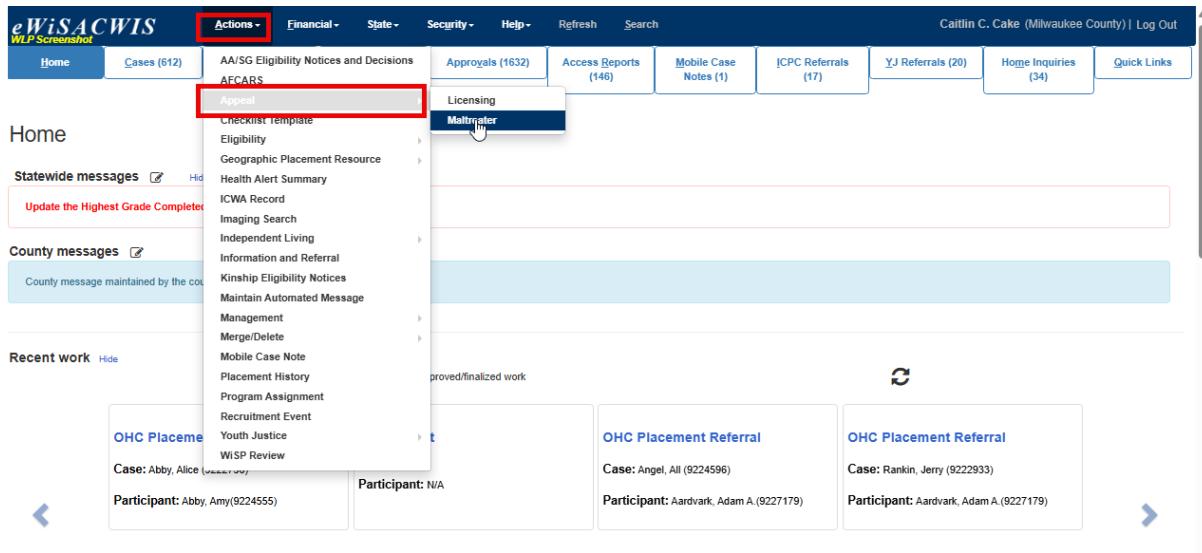


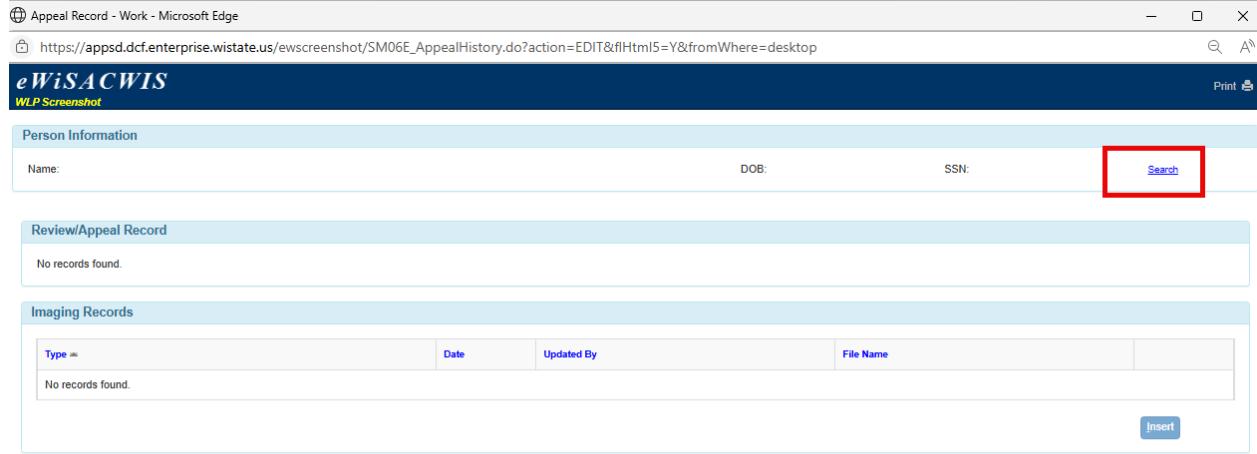
## Utilizing Maltreater Person Search

1. From your desktop, click on Actions drop down > go to Appeal and then click on the Maltreater.



The screenshot shows the eWiSACWIS desktop interface. The top navigation bar includes 'Actions' (highlighted with a red box), 'Financial', 'State', 'Security', 'Help', 'Refresh', and 'Search'. The 'Actions' dropdown is open, showing 'Appeal' (highlighted with a red box) and 'Maltreater' (highlighted with a mouse cursor). Other options in the dropdown include 'Checklist template', 'Eligibility', 'Geographic Placement Resource', 'Health Alert Summary', 'ICWA Record', 'Imaging Search', 'Independent Living', 'Information and Referral', 'Kinship Eligibility Notices', 'Maintain Automated Message', 'Management', 'Merge/Delete', 'Mobile Case Note', 'Placement History', 'Program Assignment', 'Recruitment Event', 'Youth Justice', and 'WISP Review'. The main content area shows 'Home', 'Statewide messages', 'County messages', 'Recent work', and 'OHC Placement' sections. The 'OHC Placement' section displays three cards: 'Case: Abby, Alice (9224555)', 'Participant: Abby, Amy (9224555)', 'Participant: N/A'; 'Case: Angel, All (9224596)', 'Participant: Aardvark, Adam A. (9227179)', 'Participant: N/A'; and 'Case: Rankin, Jerry (9222933)', 'Participant: Aardvark, Adam A. (9227179)', 'Participant: N/A'. A vertical scroll bar is on the right side of the page.

2. Click the Search hyperlink to find the person



The screenshot shows the eWiSACWIS Person Search page. The URL is https://appsd.dcf.enterprise.wi.state.us/ewsscreenshot/SM06E\_AppealHistory.do?action=EDIT&flHtml5=Y&fromWhere=desktop. The page has a 'Person Information' section with fields for 'Name', 'DOB', and 'SSN', and a 'Search' button (highlighted with a red box). Below this are sections for 'Review/Appeal Record' (No records found) and 'Imaging Records' (No records found). A 'Close' button is visible in the bottom right corner.

3. Opens Person Search page

Person Search

Print

Search Criteria

Last Name:

First Name:

Person ID:

SSN:

DOB:

Gender:

Street:

City:

ZIP Code:

Incl. AKA

Search Precision: Low Med High

Sort By: Alpha

Search

Persons Returned

Create Continue Close

4. On the Person Search page, enter the individual's Last Name and click Search. From the search results, select the radio button next to the appropriate person, then click Continue to open the Appeal Record.

**\*\* Note: The Last Name field is required to perform a person search.**

Person Search

Print

Search Criteria

Last Name:

First Name:

Person ID:

SSN:

DOB:

Gender:

Street:

City:

ZIP Code:

Incl. AKA

Search Precision: Low Med High

Sort By: Alpha

Search

Record 1 to 25 of 44 [Next](#)

Persons Returned

- Apple, Adam (21031)
- Apple, Adian J. (9224583)
- Apple, Allie (9227922)
- Apple, Amy (9226660)
- Apple, Arlene Q. II (9228658)
- Apple, Arlene (9226661)
- Apple, Autumn (9228373)
- Apple, Baby (9224311)
- Apple, Bad (9224002)

Create Continue Close

5. The results displayed on this screen represents prior initial assessments that resulted in a substantial finding.

- The first two results indicate that the individual requested a review of the initial determination.
  - Voided – This means an error occurred, and the entry was removed from the system. Voiding the entry does not change the substantiated determination.
  - Upheld – This means an Initial Determination Review or Appeal was requested and held, and the outcome confirmed that the substantiation determination remains in effect.
- The remaining three results indicate a final determination, meaning the individual did not request a review of the initial determination or appeal.

Person Information

Name: Abby, Alice N. (700040)

DOB: 01/01/1998

SSN: 333-55-7789

[Search](#)

Review/Appeal Record

Assessment ID: 9222019		Approved On: 08/01/2019	AM Response By: 07/15/2022	County: Milwaukee	<a href="#">Create Review</a>	<a href="#">Create Appeal</a>
	Allegation: Neglect	Victim: AbbyR, AdoptR 0.				
		Review of Initial Determination	Decision: 07/08/2022	Voided	Substantiated	<a href="#">View</a>
		Review of Initial Determination	Decision: 07/08/2022	Upeld	Substantiated	<a href="#">Edit</a>
Assessment ID: 9222799		Approved On: 10/19/2018	AM Response By: 11/06/2018	County: Milwaukee	<a href="#">Create Review</a>	<a href="#">Create Appeal</a>
	Allegation: Neglect	Victim: Abby, Carl				
		Review of Initial Determination		Pending	Substantiated	<a href="#">Edit</a>
		Review of Initial Determination	Decision: 12/02/2018	Voided	Substantiated	<a href="#">View</a>
Assessment ID: 9222138		Approved On: 04/14/2016	AM Response By: 07/15/2022	County: Milwaukee	<a href="#">Create Review</a>	<a href="#">Create Appeal</a>
	Allegation: Neglect	Victim: Watson, Emily				
	The maltreater did not request a review of the initial determination within the designated timeframe per DCF Chapter 40.					
Assessment ID: 9221848		Approved On: 03/04/2008	County: Milwaukee	<a href="#">Create Appeal</a>		
	Allegation: Lack of Supervision	Victim: Abby, Amy				
		Management Review	Decision: 06/14/2022	Upeld	Substantiated	<a href="#">View</a>
Assessment ID: 9221770		Approved On: 09/28/2007	County: Milwaukee	<a href="#">Create Appeal</a>		
	Allegation: Neglect	Victim: Abby, Amy				
	No appeals have been created for this allegation.					

Imaging Records

Type	Date	Updated By	File Name	
Maltreater Request for Appeal Hearing	03/30/2023	Caitlin C. Cake	IMG_bokgrnd.JPG	<a href="#">Edit</a>
<a href="#">Insert</a>				

[Close](#)

Additionally, 'Overturned,' 'Overturned – Hearing Held,' or 'Overturned – Agency Rescinded,' - This indicates appeal is unsubstantiated.

Review/Appeal Record						
Assessment ID:		Approved On: 10/25/2023	AM Response By: 11/09/2023	County:	<a href="#">Create Review</a>	<a href="#">Create Appeal</a>
	Allegation: Physical Abuse	Victim:				
		Division of Hearing and Appeals	Decision: 11/12/2025	Oturned-Agency Rescinded	Unsubstantiated	<a href="#">View</a>
<a href="#">Imminent Records</a>						

6. If no results are displayed, this indicates that the individual does not have any final substantial findings on record in the system.

Errors (1)

- The selected person has not been substantiated as a maltreater or does not have an Appeal Record already created. Please select a different person.

Person Information

Name: Apple, Allie (9227922)

DOB: 04/12/2003

SSN:

[Search](#)

Review/Appeal Record

No records found.

Imaging Records

Type	Date	Updated By	File Name
No records found.			

[Insert](#)



[Close](#)