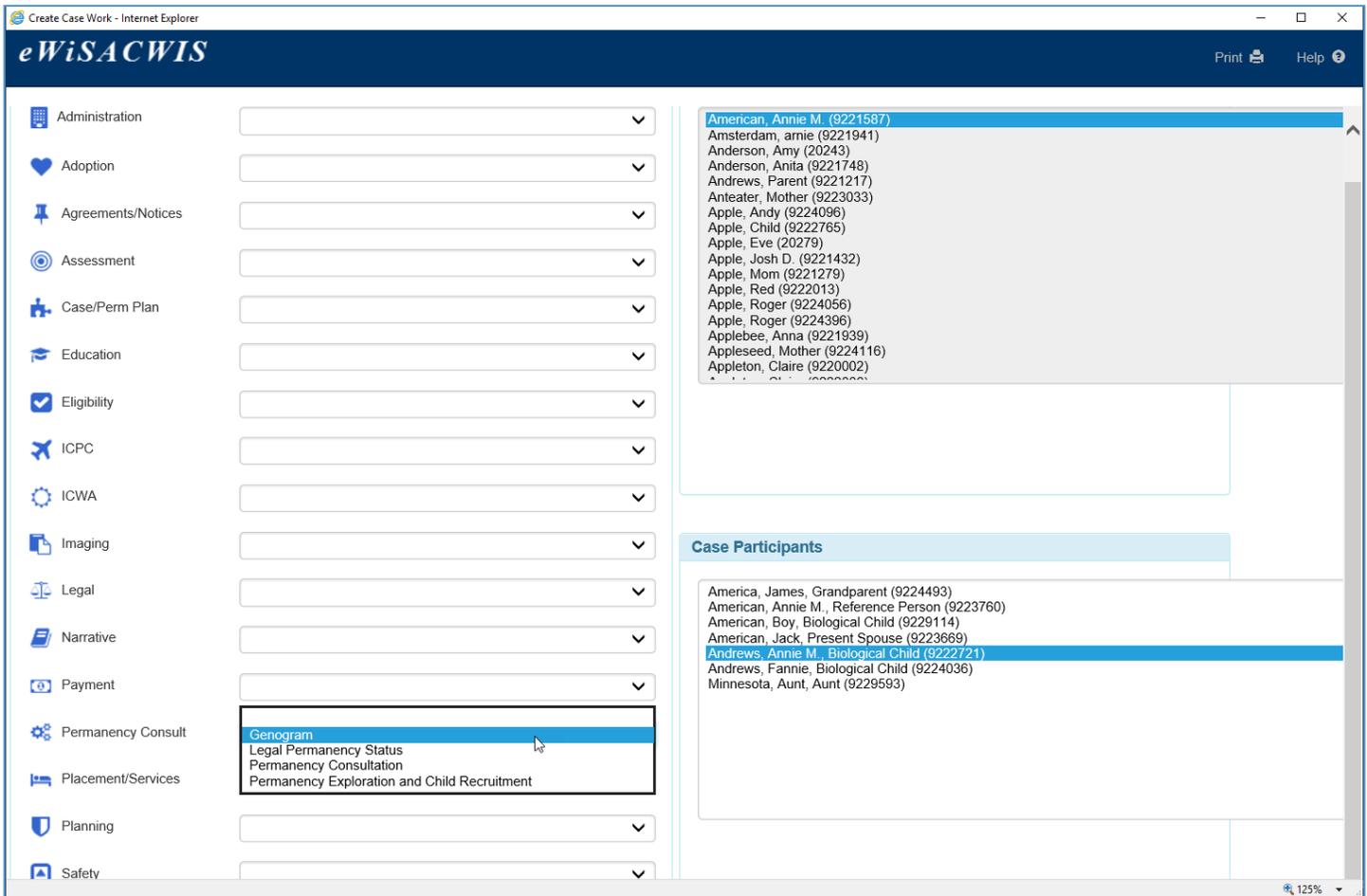


Genogram

The Genogram page is a person specific page to create, copy, and document familial and emotional relationships revolving around a focus person to create a diagram to represent current family connections of a participant.

1. From the desktop, to create a Genogram select Create Case Work from the Actions drop down menu of a case or use the Create Case Work icon at the top of the page and select the Genogram from the Permanency Consult dropdown. Select a Case and Participant and click Create. Only one Genogram can be created per participant. An existing Genogram can be modified as often as needed. 



2. The Basic Information group box contains fields that are populated from Person Management of the focus person selected under Case Participants.
 - A. **Name:** Name of the focus person with a link to their Person Management page.
 - B. **DOB, Gender, Race, and Ethnicity:** can be modified on the Person Management by clicking the link.
 - C. **Age:** is calculated based on DOB entered on Person Management.
3. The **Participants** tab is where participants are selected. Any participants checked on this page will populate to the Family Tree and Life Functioning Indicators tab and Genogram tab to be displayed on the diagram. The focus person will automatically be checked and disabled. To change the focus person a separate Genogram will need to be created through Create Case Work.
 - A. The Participants group box shows all the participants on cases where the focus person is a participant (regardless of the status).

B. Deselecting a checkbox for a Genogram participant will create a warning message:



- a) The **Select All** check box will toggle all participants to either be checked or unchecked.
- b) The group box will display the participant **Name** linked to their Person Management page, **Gender, DOB, and DOD** from Person Management.
- c) Each column in the search results table is sortable. To sort the columns in ascending or descending order, click on the blue column header.

Basic Information					
Name:	Annie M. Andrews (9222721)	DOB:	10/09/2005	Age:	14 Years
Gender:	Female	Race:	White	Ethnicity:	Caucasian
Participants		Family Tree and Life Functioning Indicators		Genogram	
Participants					
<input type="checkbox"/> Select All	Name ==	Gender	DOB	DOD	
<input checked="" type="checkbox"/>	American, Annie M. (9223790)	Female	08/08/1970		
<input type="checkbox"/>	American, Boy (9229114)	Male	01/01/2009		
<input checked="" type="checkbox"/>	American, Jack (9223899)	Male	06/01/1973		
<input checked="" type="checkbox"/>	Andrews, Annie M. (9222721)	Female	10/09/2005		
<input type="checkbox"/>	Andrews, Bernie (9222720)	Male	10/03/2005		
<input type="checkbox"/>	Andrews, Fannie (9224038)	Female	01/01/2000		
<input type="checkbox"/>	Minnesota, Aunt (9229593)	Female			

C. The **Case Participants Information** expando will display all cases the focus person has been a participant on.

Case Participant Information					
Case: 9221587 - American, Annie M.					
Name ==	Relationship to Reference Person	Gender	DOB	DOD	
American, Annie M. (9223790)	Reference Person	Female	08/08/1970		
American, Boy (9229114)	Biological Child	Male	01/01/2009		
American, Jack (9223899)	Present Spouse	Male	06/01/1973		
Andrews, Annie M. (9222721)	Biological Child	Female	10/09/2005		
Andrews, Bernie (9222720)	Biological Child	Male	10/03/2005		
Andrews, Fannie (9224038)	Biological Child	Female	01/01/2000		
Minnesota, Aunt (9229593)	Aunt	Female			
Case: 9221692 - Andrews, Annie M.					
Name ==	Relationship to Reference Person	Gender	DOB	DOD	
Andrews, Annie M. (9222721)	Reference Person	Female	10/09/2005		
Andrews, Bernie (9222720)	Biological Child	Male	10/03/2005		

- a) Each Row displays a participant's **Name (Person ID)**, linked to their Person Management page, **Relationship to Reference Person** on the Case, as well as **Gender, DOB, and DOD** from Person Management.
- b) Each column in the table is sortable. To sort the columns in ascending or descending order, click on the blue column header.

Case: 9221587 - American, Annie M.
Case: 9221882 - Andrews, Annie M.

Relatives

[Add/Edit Relative](#)

<input checked="" type="checkbox"/> Select All	Name	Relationship to Focus Person	Gender	DOB	DOD	
<input checked="" type="checkbox"/>	American, Alexis (9229935)	Biological - Full Sibling		06/06/2000		
<input checked="" type="checkbox"/>	Appleton, Nelly (9226133)	Biological - Maternal Step Sibling	Female	05/01/2012		

Additional Participants

<input checked="" type="checkbox"/> Select All	Name	Gender	DOB	DOD	Relationship to Focus Person	
<input checked="" type="checkbox"/>	Johnson, John (9230215)		11/01/1967	00/00/0000	great-great maternal grandparent	Delete
<input checked="" type="checkbox"/>	Louis, Jamie (9230216)		00/00/0000	00/00/0000	 niece	Delete

D. The Additional Participants group box is where a worker can document anyone outside of the case participants or relatives (from ICWA Record, Relative/Non-Relative Search, and Permanency Consultation and Child Recruitment pages) to be included on the Genogram. For example, maternal grandparents who are documented on the mother's Person Management but are not case participants and also have not been documented as Relatives, can be searched for and documented here.

Participant Search

Search Criteria

Last Name: First Name: Person ID:
 SSN: DOB: Gender:
 Street: City: ZIP Code:

Incl. AKA Search Precision: Sort By:

[Search](#) [Clear Fields](#)

Record 1 to 1 of 1

Persons Returned

[Select](#) [Spider, Itsy Bitsy \(700011 \) 333 33rd St, Milwaukee MaleOther](#)

[Add Participant\(s\)](#) [Participants \(1\)](#) [Create](#)

Participants

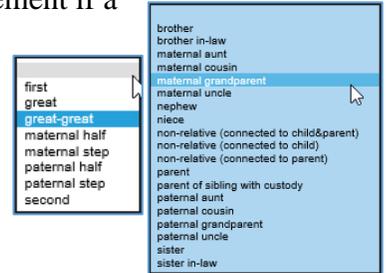
Participant Name	Status	
Johnson, John	Search Found	Delete
Louis, Jamie	Search Found	Delete

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

- a) Clicking insert will launch the Participant Search page where one or more additional participants can be Searched or Created.
 1. Enter at minimum the required Last Name.
 2. Click Search.
 3. If the intended participant is found, click the Select hyperlink.
 - a. If a new participant needs to be created, click the Create button to enter their information into a Person Management record.
 - i. Click Save and Close to return to the Participant Search page.
 4. Click Add Participants when all participants have been selected or created.

5. Participants Person Management can be modified in the Participants group box by clicking on the Participant Name link. Click the Delete hyperlink if a Participant needs to be removed.
6. Click Continue to add these participants to the Additional Participants on the Genogram.

- a) **Name, Gender, DOB, DOD:** is populated from Person Management if a Person ID is associate with the participant selected.
- b) **Relationship to Focus person:** There are two drop down choices to properly document the relationship to the focus person. The blue field is required on save. This information does not prefill into Genogram, but is used for tracking purposes.



- b) Select 'Yes' to allow eWiSACWIS to deselect the selected participants on the other tabs or 'No' to keep the participants unchanged.

4. The Family Tree and Life Functioning Indicators tab displays the MMH information, familial relationships, and emotional/legal relationships between participants selected.

A. The Family Tree and Life Functioning Indicators group box lists all participants selected on the Participants tab.

- a) **Person Name:** This column lists all Genogram participants selected on the Participants group box. If a participant has a Person ID, the name will be displayed as a hyperlink followed by the Person ID. Selecting the link launches the editable Person Management page. The name of a participant without a Person ID will display as a text. To modify the name of a participant who does not have a Person ID, select the Add/Edit link on the Participant tab.
- b) **Parent 1/Parent 2:** These two columns display the parents of a Genogram participant. Filled and modified from Parent Info tab of a Person Management page if a Genogram participant has a Person Management page. When a Genogram participant does not have a Person Management page, select values from the drop-down fields for the row.
- c) **Couple Type:** Filled and modified from Current Relationship of Parents to Each Other field on the Parent Info tab of a Person Management page of a Genogram participant associated with the Person ID. Hover over **Details** for more information. Please note, that if you select either Unknown or Other value, the system will not display either value in the Couple Type field. Also, always document current relationship status of the parents. For example, for the siblings having the same parents, the Couple Type value should reflect current relationship between the parents and should be the same for all siblings, regardless of what the relationship between the parents was at the time of the sibling's birth. Select an appropriate Couple Type value for a Genogram participant who does not have a Person ID.
- d) **Mental Health:** Filled and modified from Person Management page, Supplemental MMH and/or Characteristics tabs.
- e) **Developmental Health:** Filled and modified from Person Management page. Supplemental MMH and/or Characteristics tabs.
- f) **Substance Abuse:** Filled and modified from Person Management page, Characteristics tab.
- g) **Medical Condition:** Filled and modified from Person Management page, Supplemental MMH and/or Characteristics tabs.

Note: If a participant is not associated with a Person ID, the checkboxes for these fields are located on the Relative/Non-Relative Search page. The Life Functioning Indicators for participants (without a Person ID) who

were pre-filled from the ICWA Record page and Siblings groupbox on the Permanency Exploration and Child Recruitment page cannot be modified/edited.

Basic Information

Name: [Annie M. Andrews \(9222721\)](#) DOB: 10/09/2005 Age: 14 Years 4 months
 Gender: Female Race: White Ethnicity: Caucasian

Participants **Family Tree and Life Functioning Indicators** Genogram History

Family Tree and Life Functioning Indicators

Person Name	Parent 1	Parent 2	Couple Type Details	Mental Health	Developmental/Intellectual	Substance Abuse	Medical Condition
American_Alexis (9228935)				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
American_Annie M. (9223760)				<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
American_Boy (9229114)	American_Annie M. (9223760)			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
American_Jack (9223669)				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Andrews_Annie M. (9222721)	American_Annie M. (9223760)	American_Jack (9223669)		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Andrews_Bernie (9222720)				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Andrews_Fannie (9224036)				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Appleton_Nelly (9226133)				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Johnson_John (9230215)				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Louis_Jamie (9230216)				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Minnesota_Aunt (9229593)				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

h) Parent 1 and Parent 2 of selected participants are automatically displayed on the Genogram diagram with the couple type listed in Person Management. If there is no couple type listed or if the couple type has changed it can be updated in Person Management of the corresponding participant.

i) The tab will automatically update with any changes made to Person Management. Notice the update to MMH information below.

B. The **Additional Current and Past Relationships** group box is where familial relationships can be documented between all participants whose unions did result in children (designated as Genogram participants).

a) Click the **Insert** button to add a row. See 3.D.a

b) **Partner 1:** List of selected participants to be identified in a familial relationship

c) **Partner 2:** List of selected participants to be identified in a familial relationship

d) **Relationship Type:** Select an option from the drop down.

e) **Delete:** Hyperlink to remove a row.

Note: Adding more than one familial relationship to the same couple will create an error on save and the relationship will need to be updated on either Person Management or in the Additional Current and Past Relationships group box.

Genogram - Internet Explorer

eWiSACWIS WAS9 Screenshot Print Help

Errors (1)

- There is more than one Couple Type/Relationship Type value identified between Parent 1/Partner 1: American, Annie M. (9223760) and Parent 2/Partner 2: American, Jack (9223669) in the Family Tree and Life Functioning Indicators and/or Additional Current and Past Relationships group boxes.

Basic Information

Name: [Annie M. Andrews \(9222721\)](#) DOB: 10/09/2005 Age: 14 Years 4 months
 Gender: Female Race: White Ethnicity: Caucasian

[Participants](#) **Family Tree and Life Functioning Indicators** [Genogram](#) [History](#)

Family Tree and Life Functioning Indicators

Person Name	Parent 1	Parent 2	Couple Type Details	Mental Health	Developmental/Intellectual	Substance Abuse	Medical Condition
American, Alexis (9229935)				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
American, Annie M. (9223760)				<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
American, Boy (9229114)	American, Annie M. (9223760)			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
American, Jack (9223669)				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Andrews, Annie M. (9222721)	American, Annie M. (9223760)	American, Jack (9223669)	Married	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Additional Current and Past Relationships

Partner 1	Partner 2	Relationship Type	
American, Annie M. (9223760)	American, Jack (9223669)	Divorced	Delete

[Insert](#)

Emotional/Legal Relationships

Participant 1	Emotional/Legal Relationships	Participant 2	
American, Annie M. (9223760)	Abusive towards	Andrews, Annie M. (9222721)	Delete
Louis, Jamie (9230215)	Hostile	Andrews, Fannie (9224036)	Delete

[Insert](#)

Options: [Go](#) [Save](#) [Close](#)

- C. The **Emotional/Legal Relationships** group box is used to document emotional relationships between any two participants of a Genogram.
- Click the **Insert** button to add a row.
 - Participant 1:** List of selected participants to be identified in a familial relationship
 - Emotional/Legal Relationships:** List of selected participants to be identified in a familial relationship
 - Participant 2:** List of selected participants to be identified in a familial relationship
 - Delete:** Hyperlink to remove a row.

5. The **Genogram** tab allows to define viewable elements of the Genogram diagram, generate the online Genogram diagram, modify the online diagram, and save the online image to the History tab.
- Saving is required before saving the Genogram if there are any modifications on any tab.
 - The default Genogram displays familial relationships if documented on the Person Management of Genogram participants or on the Family Tree and Life Functioning Indicators tab. Selecting checkboxes can display additional elements on a diagram. For example, the Personal Spotlight can be added or removed from the diagram at anytime by selecting/deselecting the Show Person Spotlight checkbox. Checking or unchecking any checkbox will regenerate the diagram on the tab.

eWiSACWIS Print Help

Basic Information

Name:	Annie M. Andrews (9222721)	DOB:	10/09/2005	Age:	14 Years 4 months
Gender:	Female	Race:	White	Ethnicity:	Caucasian

Participants Family Tree and Life Functioning Indicators **Genogram** History

Genogram

Show Life Functioning Indicators Show Legend
 Show Emotional Relationships Show Person Spotlight

Generate Save as image

Accessing Person Management or modifying the relationships will require to regenerate the genogram diagram.

Genogram
 OASIS 2.0 evaluation
 (c) 1998-2019 Northwoods Software
 Not for distribution or production use
 gpij.net

Person Spotlight
 Andrews, Annie M.
 Female Age 14, DOB 10/09/2005

- C. **Show life functioning Indicators** checkbox will add the **Mental Health, Developmental/Intellectual, Substance Abuse, and/or Medical Conditions** identified on the **Family Tree and Life Functioning Indicators** tab.
- D. **Show Emotional Relationships** checkbox will add the Emotional Relationships identified on the **Family Tree and Life Functioning Indicators** tab.
- E. **Show Legend** checkbox will display a legend for all possible relationships and MMH that are identifiable on a diagram.
- F. **Show Person Spotlight** will display **Name, Gender, Age, DOB, and any Life Functioning Indicators** identified on the **Family Tree and Life Functioning Indicators** tab for the focus person of the Genogram. The **Person Spotlight** will highlight other participants if the diagram is modified before save, however the person spotlight will always default to the focus person of the Genogram when the image is saved.

Note: Modifications needed on a Genogram diagram will need to either be made on the **Participants** tab, the **Tree and Life Functioning Indicators** tab, or on **Person Management**.

- G. The **Generate** button will at any time after a save, generate or refresh the Genogram diagram online. **Any modifications made to the online diagram will be lost if regenerated.**
- H. The **Save as Image** button will save the current online image with an image name of the focus person in a picture (jpeg) format.
 - a) The image will be searchable by selecting **Imaging Search** from the **Actions** dropdown on the Case or on the desktop. Genograms are person specific and will be listed under the **Permanency Consultation Category** and **Genogram (auto) Type**. Additional security is needed for the **Imaging Search** page.
 - b) The images will also be listed on the **History** tab of the **Genogram** page after the each save is completed.

The screenshot shows the Genogram interface with the following elements:

- Checkboxes: Show Life Functioning Indicators, Show Emotional Relationships, Show Legend, Show Person Spotlight.
- Buttons: Generate, Save as image.
- Warning: Accessing Person Management or modifying the relationships will require to regenerate the genogram diagram.
- Diagram: A family tree showing relationships between American Jack (1973), American Annie M. (1970), American Fannie (2000), Louis, Jamie, and American Boy (2000). Annie M. is highlighted in yellow.
- Person Spotlight: Andrews, Annie M. Female Age 14, DOB 10/09/2005.

Note: Participants selected but not connected by a **Familial Relationship** or an **Emotional/Legal Relationship** will display at the bottom of the diagram. This would include **Parent 1** and **Parent 2** of any selected participant, who were not documented on the participant's Person Management as parents. To include them in the diagram, either add them to the Person Management of a Genogram participant, or add a **Familial Relationship** or an **Emotional/Legal Relationship** connecting them to the other participants. To remove them from the diagram uncheck them as participants. Modifications can be done on the **Participants** tab to remove them or the **Family Tree and Life Functioning Indicators** tab to add a Familial Relationship or an Emotional/Legal Relationship.

Participants

Other Relationship(s)
GoJS 2.0 evaluation
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Family Tree and Life Functioning Indicators

Genogram

Person & Attributes

Male	Female	Unknown Gender	Unknown Person	Age Inside Symbol	DOB	DOD Top Right	Deceased	Person In Focus

Familial Relationships

Marriage	Couple/Partner	Separated	Divorce	Former Couple/Partner	Temporary	Unknown	Biological Child

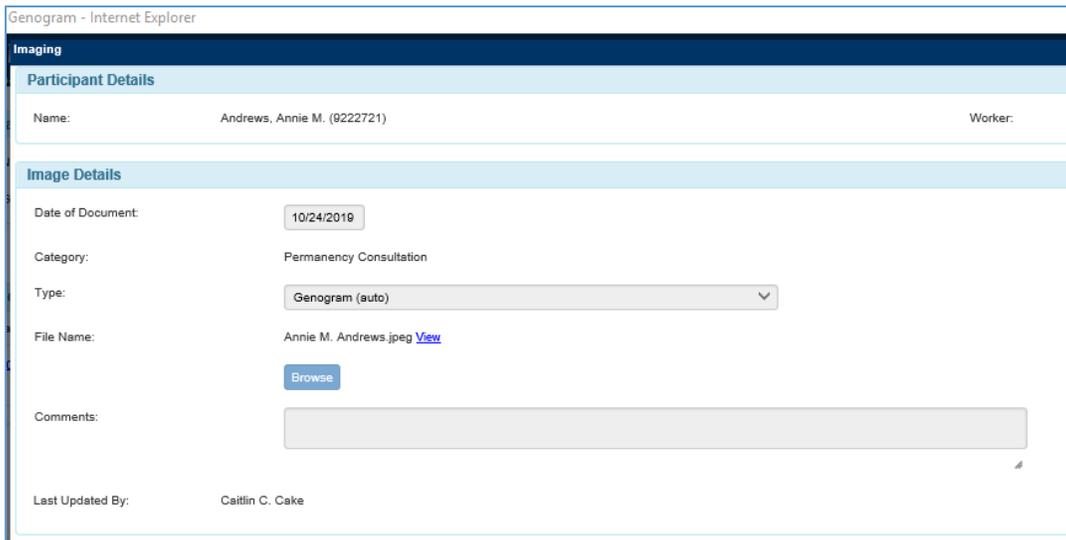
Legal/Emotional Relationships

Hostile	Close	Never Met	Distant	Guardianship	Abusive Towards	Mutually Abusive	Estranged	Adoptive Child

a) The optional legend will display a key to identify Person & Attributes, Familial Relationships, Legal/Emotional Relationships, and Characteristics.

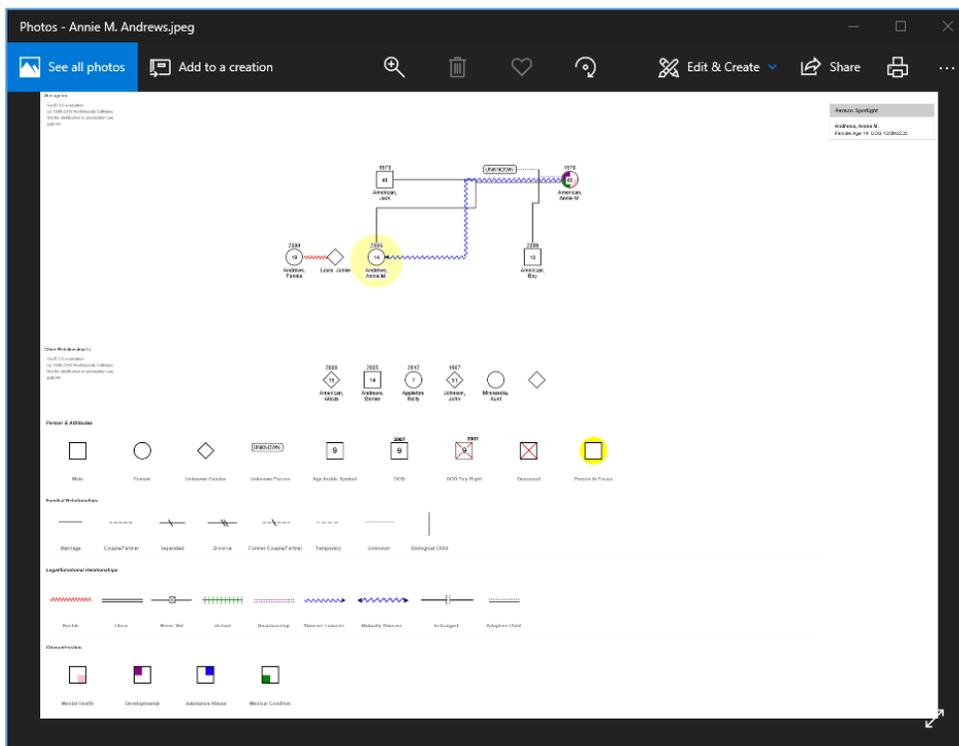
Characteristics

Mental Health	Developmental	Substance Abuse	Medical Condition



6. The **History** tab is a page that will display a history of the saved diagram images at any given time.
 - A. The **Genogram Images** group box will list the history of documents with the most recently saved documents at the top.
 - a) **Date:** The date a diagram was saved. This fields will show as a link to the document saved and launch the **Imaging** page where the picture was saved from the **Genogram** tab.
 1. Click the **View** hyperlink to launch the image.

Note: The image will be launched in Photos. Modifications done in photos will not be saved to the eWiSACWIS image. After clicking the printer icon, check the box to “Let the app change my printing preferences” to have the application pick the best option for printing. All fields can be modified manually if needed.



2. Click the **Delete** button on the Imaging page to remove the image from the **History** tab.

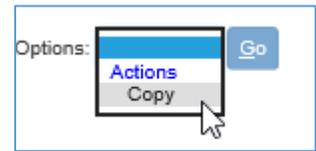
b) **Created By:** The worker that saved the image.

c) **Narrative:** A detailed description of the Genogram created and saved.

B. To close the Genogram at any time, click the **Close** button on any tab.

7. All tabs will allow a worker the option to copy the current information into a new Genogram.

A. From the **Options** dropdown, select **Copy**, and click the **Go** button.



8. The **Genogram Copy** page will allow a worker to select to include or exclude currently defined relationships by checking or unchecking **Copy Additional Past and Current Relationships** and **Copy Emotional/Legal Relationships**. Selecting a radio button for a new focus person and clicking **Create** will create a new Genogram page for the new participant selected.

A screenshot of the 'Genogram Copy' page. The page has a header with 'Genogram Copy' and 'Print Help'. Below the header is a 'Basic' section with a 'Name' field containing 'Annie M. Andrews (9222721)'. The main section is 'Genogram Participants'. It contains a text box with instructions: 'To create a new Genogram by copying from the existing Genogram, select a radio button for a Genogram Participant below. Additionally, indicate if you do not wish to copy either Additional Past and Current Relationships or Emotional/Legal Relationships or both by deselecting the appropriate checkbox(es) below.' There are two checkboxes: 'Copy Additional Past and Current Relationships' (checked) and 'Copy Emotional/Legal Relationships' (checked). Below these is a table with columns 'Select', 'Genogram Participant', and 'Date of Birth'. The table lists several participants, with the first one, 'Andrews, Fannie (9224036)', selected with a radio button.

Select	Genogram Participant	Date of Birth
<input type="radio"/>	American, Annie M. (9223760)	08/08/1970
<input type="radio"/>	American, Boy (9229114)	01/01/2004
<input type="radio"/>	American, Jack (9223669)	06/01/1973
<input type="radio"/>	Andrews, Bernie (9222720)	10/03/2005
<input checked="" type="radio"/>	Andrews, Fannie (9224036)	01/01/2000
<input type="radio"/>	Appleton, Nelly (9226133)	05/01/2012
<input type="radio"/>	Minnesota, Aunt (9229593)	

A. All the participants selected from the previous Genogram will be checked on the new **Participants** tab. The **Case Participant Information** expando will update to the Cases the focus person is an active participant on. Any participants from the previous Genogram that are not participants on any of the cases associated with the newly selected will not carry over to the new Genogram.

a) Follow steps 2 through 6 to create a Genogram with the new focus person.

9. To locate an existing Genogram, from the desktop, select the **Cases** tab, click **View case information** on a case, click the **Permanency Consultation** topic on the outliner, locate and click the corresponding **Genogram** hyperlink to launch the page. The Genogram will launch in View only if a focus person is an inactive participant under that case. A Genogram will display under each case the focus person is a participant on.

A screenshot of the eWISACWIS desktop interface. The top navigation bar includes 'Actions', 'Financial', 'State', 'Security', 'Help', 'Refresh', and 'Search'. The user is logged in as 'Caitlin C. Cake (Milwaukee County)'. The main content area shows 'AMERICA, JESSIE M. (922279)' with case details and a 'View case information' link. Below this is a navigation menu with various topics like 'Administration', 'Assets and Income', 'Education', 'Narratives', 'Planning', 'Services', 'Adoption', 'Assignments', 'Eligibility', 'Payments', 'Related People', 'Agreements and Notices', 'Background Checks', 'CPC', 'Permanency Consultation', and 'Subs'. The bottom of the page shows a footer with 'Denials', 'Permanency Evaluation and Child Recruitment', dates, and worker names.

10. A saved **Genogram** page for a person can also be located on the **Child-Centered Exploration** tab on the [Permanency Exploration and Child Recruitment](#) page. The **Genogram** group box displays a hyperlink to the **Genogram** page, a location to upload a Genogram image, and a history of the images created and saved on the Genogram page. The **Auto Image Date Completed** hyperlink and the **Auto Image Genogram Narrative** fields are populated from the **History** tab on the **Genogram** page.

The screenshot shows the eWiSACWIS web application interface. At the top, there is a navigation bar with the eWiSACWIS logo and a 'Print' button. Below the navigation bar is a 'Basic Information' section containing fields for Child Name (Aunie M. Andrews (022721)), Gender (Female), Race (White), Age (14 Years), Ethnicity (Caucasian), and Effective Date. Below this is a tabbed interface with tabs for General, Child-Centered Exploration (selected), Family Find and Engagement, Recruitment, Foster Home Matching, and Adoption Matching. The main content area is divided into sections: 'Permanency Pact' with a date completed field and a narrative box; 'Genogram' (highlighted with a red box) with a date completed field, a narrative box, and a table of 'Auto Image Date Completed' and 'Auto Image Genogram Narrative' entries; and 'Data Mining' with a date completed field and a narrative box. The bottom of the page shows an 'Options' dropdown menu and 'Save' and 'Close' buttons.