

Congregate Care Referral

The Congregate Care Referral page allows child welfare professionals to submit referrals for placement in group care settings in eWiSACWIS and is sent to group care providers via the SYNC website (Supporting Youth and Children).

Note: To create a Congregate Care Referral, an assignment to the case is needed. Additional security is needed to create this piece of work.

1. From your desktop, select the cases tab. Click the Create case work hyperlink or select Create Case Work from the Actions drop-down next to the specific case to open the Create Case Work page.

The screenshot shows the eWiSACWIS web application interface. At the top, there is a navigation bar with the eWiSACWIS logo and several menu items: Actions, Financial, State, Security, Help, Refresh, and Search. Below this is a secondary navigation bar with tabs for Home, Cases (14), Providers (14), Workers (15), Approvals (17), Access Reports (0), JCPC Referrals (0), YJ Referrals (0), and Home Inquiries (0). The 'Cases' tab is currently selected.

Below the navigation bar, the 'Cases' section is displayed. It includes a 'View by:' section with radio buttons for 'Case' (selected) and 'Participant'. A 'Filter by:' section has checkboxes for 'Date restricted', 'Not approved/cancelled', and 'Multiselect' (checked). A 'Cases: 14' label is present. A red box highlights a 'Create case work' button with a pencil icon. A search bar is also visible.

Below the filters, a case entry for 'Badger, Bucky, Sr. (8316816)' is shown. It includes case details (Youth Justice, Jefferson - Jefferson), case address (123 E Main Street, Madison, WI 53704), and primary worker information (Caitlin Cake, (111) 123-4444, DCFewuat53@wisconsin.gov). A red box highlights the 'Create Case Work' option in the 'Actions' dropdown menu.

2. On the Create Case Work page, select Congregate Care Referral from the Placement/Services drop-down. Select the appropriate participant and click the Create button.

The screenshot shows the 'Create Case Items' page in the eWiSACWIS system. On the left, there is a list of categories with dropdown menus. The 'Placement/Services' category is selected, and its dropdown menu is open, displaying various options. The 'Congregate Care Referral' option is highlighted with a red rectangle. On the right, there are two lists: 'Cases' and 'Case Participants'. The 'Cases' list includes names like 'Aardvark, Amy B. (9223581)' and 'Abby, Alice N. (9222369)'. The 'Case Participants' list includes names like 'Aardvark, Abigail A. Biological Child (9226560)' and 'Aardvark, Amy B. Reference Person (9226559)'. At the bottom right, there are 'Create' and 'Close' buttons.

3. The Child/Youth Information tab is made up of several sections.

Referral: This box displays the target placement date (user entered field), reason for referral (user entered field), and radio buttons to indicate if the case is a media/restricted case and/or if the placement is undisclosed. Select the appropriate radio button if applicable.

Child Information: This box displays the demographic information of the child that the referral is created for. This information includes the chosen name, pronouns, race(s), birth date, primary language, secondary language, expecting youth, parenting youth, tribal affiliation, spiritual or religious affiliation, and preferred place of worship. This information prefills from the basic tab of the child's person management page. Click the Modify hyperlink to launch the Basic tab of the child's person management page in edit mode.

Basic

Child/Youth:	Abby, Alex A. (9225927)	County:	Crawford	Referral Number:	8000260
Gender:	Male	Child Welfare Professional:	Supervisor Crawford	Supervisor:	Bryan Tatterson
Age at Referral:	21	Phone / Email:		Phone / Email:	(603) 673-2846 bryan@snail.com

Child/Youth Information

Documentation

Provider Matching

Referral

Target Placement Date: ☐ Media / Restricted Case ☐ Undisclosed Placement

Reason for Referral:

Child Information

[Modify](#)

Chosen Name:	Alexandria	Pronouns:	He/Him/His	Race(s):	American Indian/Alaska Native
Birth Date:	08/05/2002	Primary Language:	English	Ethnicity:	Native American
Expecting Youth:	Yes	Secondary Language:	Italian	Tribal Affiliation:	Menominee - Member; Ho-Chunk - Eligible for membership, etc.

Options:

Placement History: This box displays the child's placement history. There is a user selectable radio button to display the placement history for the current removal episode. There is another user selectable radio button to display the placement history for all removal episodes. Selecting this radio button will show the full placement history of the child. Default for both radio buttons is not selected. When selected, the begin date, end date, placement type, name of the out-of-home care provider, and the ending reason will display in a table format.

Select the radio button to indicate if the child has a history of going missing from care. When selected, a required narrative will display. Use the narrative box to describe the child's history of missing from care.

Medical & Mental Health Information: This box displays the child's medical and mental health information. This information includes the name, address, and phone numbers of the primary physician/clinic, the primary dentist/dental clinic, and the primary mental health provider. This box also includes a table displaying the insurance company/HMO information (phone number, policy number, group number, and subscriber), medication information (begin and end date, dosage/frequency, reason prescribed or discontinued, and notes/comments), allergy information, immunizations, and the health, behavioral, or mental health needs. This information prefills from the Medical/Mental Health tab of the child's person management page. The health, behavioral, or

mental health needs information prefills from the Supplemental Mental Health tab of the child's person management page. Click the Modify hyperlink at the top of this box to launch the Medical/Mental Health tab of the child's person management page in edit mode.

Note: The medication will not display if the end date of the medication is a date that is more than 180 days (6 months) earlier than the system date.

eWiSACWIS

Print Help

Basic

Child/Youth: [Alex, Alexandra A. \(9225927\)](#)

County: Barron

Referral Number: 1234567

Gender: Female

Child Welfare Professional: Caitlin C. Cake

Supervisor: Etta Edair

Age: 10

Phone / Email: (608) 442-1111 [ewuat_6130321_@wi.gov](#)

Phone / Email: (608) 442-1111 [ewuat_6130321_@wi.gov](#)

Child/Youth Information

Documentation

Provider Matching

Placement History

☒ Display placement history for current episode
 ☐ Display placement history for all episodes

Begin Date	End Date	Placement Type	Out-of-Home Care Provider	End Reason
06/02/2022	Present	Group Home - Q RTP	Madison Group Home, 7630 W Center St, Milwaukee, WI 53222	
05/12/2012	01/09/2013	Foster Home LOC3	McGwire, Sally C/O: Kroll's East, 1658 Main, Green Bay, WI 54302	Reunification w/ Parent(s)/Primary Crtrk

☒ Child has a history of going missing from care.

Medical & Mental Health Information

Primary Physician / Clinic: Doctor, Charles (608) 555-1122 123 Main Street, Apt 3, Wabeno, WI 54566

MA Number: 214256547

Modify

Primary Dentist / Dental Clinic: Epic Dentistry Services (715) 456-0000 1 West Wilson Street, B158, Madison, WI 53702

Primary Mental Health Provider: Doctor, Charles (608) 555-1122 123 Main Street, Apt 3, Wabeno, WI 54566

Insurance Company/IMO	Phone	Policy Number	Group Number	Subscriber
ABC Insurer of USA	800-555-5858	ABC541258789	8457862-22	

Options:

Basic

Child/Youth: [Abby, Alexandra A. \(022592\)](#) County: Barron Referral Number: 1234567
 Gender: Female Child Welfare Professional: Caitlin C. Cake Supervisor: Eta Edair
 Age: 10 Phone / Email: (508) 442-1111 [ewusat_6130321_@wi.gov](#) Phone / Email: (508) 442-1111 [ewusat_6130321_@wi.gov](#)

Child/Youth Information

Documentation

Provider Matching

Medication	Begin Date	End Date	Dosage / Frequency	Reason Prescribed or Discontinued	Notes / Comments
Paxiquim	06/02/2022	10/02/2022	30mg / twice daily	For high anxiety	This also prefills from field of same name on the medication.
Belvelin	06/02/2022		as needed when flare-ups occur		

Allergy

Specify details, including reactions:

Animal - Dog Breaks out in hives when near a tan or black barking dog.
 Tree nuts Cannot touch anything with peanuts

Is there an emergency protocol for exposure? Specify for each allergy.

This narrative pre-fills entirely from Medical/Mental Health tab on Person Management.

Health, Behavioral, or Mental Health Needs: Anxiety, Developmental Delay, Intellectual Disability, Learning Disability

☐ Child has bed wetting or incontinence considerations.

Child has chronic physical, mental, or emotional needs as described below.

Options: Go

Save Close

100%

Basic

Child/Youth: [Abby, Alexandra A. \(022592\)](#) County: Barron Referral Number: 1234567
 Gender: Female Child Welfare Professional: Caitlin C. Cake Supervisor: Eta Edair
 Age: 10 Phone / Email: (508) 442-1111 [ewusat_6130321_@wi.gov](#) Phone / Email: (508) 442-1111 [ewusat_6130321_@wi.gov](#)

Child/Youth Information

Documentation

Provider Matching

Child has chronic physical, mental, or emotional needs as described below.

This label and the narrative pre-fills entirely from Medical/Mental Health tab on Person Management. It is located just beneath the Health Insurance expando.

Child has had a hospitalization, surgery, emergency medical need, or significant illness in the last six months.

This label and the narrative pre-fills entirely from Medical/Mental Health tab on Person Management. It is located just beneath the Health Insurance expando.

Modify

Immunizations up to date:

No

Is this person a danger to themselves or others? ☒ Yes ☐ No ☐ Undetermined

Alcohol or drug use; use or abuse of household items or chemicals for other than intended purposes?

☐ Yes ☐ No ☒ Undetermined

Suicidal risk? ☐ Yes ☐ No ☒ Undetermined

History of human trafficking?

☐ Yes ☐ No ☒ Undetermined

Other risk of self-harm? ☒ Yes ☐ No ☐ Undetermined

History of sexual abuse?

☐ Yes ☐ No ☒ Undetermined

History of gang affiliation? ☐ Yes ☐ No ☒ Undetermined

History of physical abuse?

☒ Yes ☐ No ☐ Undetermined

Describe any known triggers and coping strategies.

Options: Go

Save Close

100%

Parent/Caregiver Information: This box displays the parents/caregivers' names, chosen names, pronouns, parent type (mother/father, TPR, adoptive), birth date, language, address, phone number, and email address. This information prefills from the respective parent's person management page. Click the parents name hyperlink to launch the respective parent's person management in edit mode. Use the narrative text box to document any pertinent information regarding any the parents/caregivers.

eWiSACWIS Print Help

Basic

Child/Youth:	Abby, Alexandra A. (9225927)	County:	Barron	Referral Number:	1234567
Gender:	Female	Child Welfare Professional:	Caitlin C. Cake	Supervisor:	Etta Edair
Age:	10	Phone / Email:	(508) 442-1111 ewuat_6130321_@wi.gov	Phone / Email:	(508) 442-1111 ewuat_6130321_@wi.gov

Child/Youth Information **Documentation** **Provider Matching**

Parent/Caregiver Information

Name - Parent 1:	Abby, Alice N.	Chosen Name:		Pronouns:	she / her	
Type:	Adoptive	Birth Date:	05/26/1985	Language:	English	
Address:	456 Maplewood Dr., Baraboo, WI 53007		Phone:	(321) 654-9878 Ext. 1111	Email:	alice@gmail.com
Name - Parent 2:	TPR					

Document any additional pertinent information about parents.

Sibling Information

Name	Chosen Name	Pronouns	DOB	Age	Gender	Relationship
Modify						

Options:

Sibling Information: This box displays the sibling(s) name(s), chosen name, pronouns, birth date, age, gender, and relationship to the child the referral is being created for. This information prefills from the Additional tab of the child's person management page. Click Modify to launch the Additional tab of the child's person management page in edit mode. Use the narrative text box to document any pertinent information regarding any siblings.

Basic

Child/Youth: Abbey Alexandria A. (0225027)	County: Barron	Referral Number: 1234567
Gender: Female	Child Welfare Professional: Caitlin C. Cake	Supervisor: Eta Edair
Age: 10	Phone / Email: (608) 442-1111 ewuat_6130321_@wi.gov	Phone / Email: (608) 442-1111 ewuat_6130321_@wi.gov

Child/Youth Information

Documentation

Provider Matching

Sibling Information

[Modify](#)

Name	Chosen Name	Pronouns	DOB	Age	Gender	Relationship
Acyl Finn	Finn	he / him	05/05/2007	15	Male	Biological - Paternal Half Sibling
Doe Jane	Janey		03/30/1962	Deceased	Female	Biological - Full Sibling
Brian Jones		he / him	05/05/2007	15	Male	Biological - Full Sibling

Document any pertinent information for siblings.

School Information

[Modify](#)Options: 100% 

School Information: This box displays the current school, current grade, start date, individualized education plan (IEP) information current academic performance, before or after school activities, and transportation needs. This information prefills from the Education tab of the child's person management page. The first fields in this box are static text while the latter fields are user selectable checkboxes and user editable narrative fields.

eWiSACWIS
Print
Help

Basic

Child/Youth:
Abbey Alexandria A. (9225927)
Gender:
Female
Age:
10

County:
Barron
Child Welfare Professional:
Caillin C. Cake
Phone / Email:
(608) 442-1111 ewuat_6130321_@wi.gov

Referral Number:
1234567
Supervisor:
Eta Edair
Phone / Email:
(608) 442-1111 ewuat_6130321_@wi.gov

Child/Youth Information

Documentation

Provider Matching

School Information

Current School:
James Madison High School, 1101 Higher Learning Dr., Oakville, WI 57454
Current Grade:
11
Start Date:
09/02/2022
Modify

Child has an Individualized Education Plan:
Yes

Current academic performance including grade level, special achievements, and current educational difficulty(s).

This narrative field prefills from the narrative with the same question on the Education tab of Person Management.

Document any before or after school daycare or extracurricular activities.

Document any transportation needs or concerns.

Options:
Go
Save
Close

4. The Documentation tab allows YJ/CPS Professionals to designate documents and images for sharing with a provider during the referral process. This tab also keeps a history of shared documents. The documents are displayed in a table with columns labeled Type, Date, and the Date Shared. Additionally, based on the type of the document for the row, the system displays either Imaging Search or the Document Search hyperlink. Click insert to upload the child/youth’s documents. These documents will be shared with the provider along with the referral.

eWiSACWIS

Print Help

Referral

Child/Youth: [Abby, Alexandra A. \(9225927\)](#)

Gender: Female

Age: 10

County: Barron

Child Welfare Professional: Caitlin C. Cake

Phone / Email: (508) 442-1111 ewuat_6130321_@wi.gov

Referral Number: 1234567

Supervisor: Etta Edair

Phone / Email: (508) 442-1111 ewuat_6130321_@wi.gov

Child/Youth Information

Documentation

Provider Matching

Documentation

Type	Date	Date Shared		
CANS 5-21	03/19/2022		Document Search	Delete
Crisis Plan	03/20/2022	10/17/2022		
Family Interaction Plan	03/02/2022		Imaging Search	Delete
Independent Living and Transition Plan			Document Search	Delete
Independent Living and Transition to Discharge (ILTD) Plan			Document Search	Delete
<div></div>				Delete

Insert

Options: Go

Save Close

100%

- The Document Search (and Retrieval) page enables YJ/CPS Professionals to search for and select specific PDF files of eWiSACWIS documents for sharing with group care providers through SYNC. The start date and end date fields are required. The start date defaults to a date six months earlier than today's date. This cannot be a future date. The end date defaults to today's date and cannot be a future date or before the start date. Use the radio buttons next to each result to upload the selected document into the referral.

eWiSACWIS

Print Help

Referral

Child/Youth: Abby, Alexandra A. (9225927)

Gender: Female

Age: 10

County: Barron

Child Welfare Professional: Caitlin C. Cake

Phone / Email: (508) 442-1111 ewuat_6130321_@wi.gov

Referral Number: 1234567

Supervisor: Etta Edair

Phone / Email: (508) 442-1111 ewuat_6130321_@wi.gov

Child/Youth Information

Documentation

Provider Matching

Selected Providers

☒ Release of information has been confirmed by: Caitlin C. Cake on 01/29/2023

Child's Assessed Level of Need (LON): 3

Congregate Care Provider	Share Referral	Date Shared	Provider Response	
Valley Youth & Family Programs (22519)	<input checked="" type="checkbox"/>	01/30/2023	Waitlisted - Potential admit date: 03/01/2023 More	Withdraw Referral
Northern Passage Riverside (5205733)	<input checked="" type="checkbox"/>	02/24/2023	Declined - not a fit with current residents More	Withdraw Referral
Big Room in Appleton (5254546)	<input checked="" type="checkbox"/>	02/24/2023	Referral withdrawn: 02/27/2023	Resubmit Referral
Children's Home of Green Bay (5412456)	<input checked="" type="checkbox"/>	02/24/2023	Accepted - Potential Admit Date: 02/25/2023 More	Withdraw Referral
Great Dane Group Home (648831)	<input type="checkbox"/>			Remove Provider

Add

Primary contact for this referral: Dan D. Daisey (508) 555-1234 ewuat_6130321_@wi.gov [Search](#) [Remove](#)

Options: [Go](#)

Save

Close

100%

7. There are multiple options to choose Selected Providers to share the Congregate Care Referral with Group Providers. The first option is using the Suggested Providers group box.
 - Below the Selected Providers group box on the page, there is a Suggested Providers group box with options. The Suggested Providers are an initial pool of potential providers suggested by the system based on providers who meet specific criteria that match the child or youth including Level of Need, Operational Vacancies, gender, and location relative to the Primary Residence of the Reference Person for the case. Three providers display at a time. The providers with the highest matching points will display. The county user can use the Select hyperlink to move the Suggested Providers into the Selected Providers group box to then share the referral with Group Care Providers. If a provider is selected, the Suggested Providers group box refreshes until all potential providers are exhausted.
 - There are 3 Match Criteria drop downs in the Suggested Providers group box. Users can select values from the Match Criteria drop downs to narrow down Suggested Providers for the child or youth needing placement. These values correspond to the Other Provider Characteristics and Target Groups that are associated with Private Providers. The Suggested Providers will update based on the Match Criteria selected. The Clear All button will remove any selections in the Match Criteria and reset the displayed Suggested Providers based on the algorithm.

June 2024

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eWiSACWIS

PrintHelp

Basic

Child/Youth:Smith, Joe L. (10301686)County:La CrosseReferral Number:8003840

Gender:MaleChild Welfare Professional:Cassandra WorkerSupervisor:Erin Supervisor

Age at Referral:8Phone / Email:(608) 790-2718 ewuat_10798707_@wi.govPhone / Email:(608) 790-4109 ewuat_8670338_@wi.gov

Child/Youth InformationDocumentationProvider Matching

Selected Providers

☐ Release of information has been confirmed by:

Child's Assessed Level of Need (LON): 4

Congregate Care Provider	Share Referral	Date Shared	Provider Response	
ABC Group Home (9222225)	<input checked="" type="checkbox"/>	07/05/2023	Pending	Withdraw Referral

Add

Suggested Providers

Match Criteria:Juvenile in Need of Protection (JIPS)Match Criteria:Pregnant TeensMatch Criteria:Second Chance HomeClear All

Without a primary residence address for the Reference Person on the case, geographic radius is not being considered.

Without a calculation for Child's Assessed Level of Need (LON), Residential Care Centers are not being considered.

SelectMadison Group Home (9221945)

Group Home 05/13/2014 Cake, Caitlin C. Milwaukee License Status: Active

SelectGoodnes Group Home (9222045)

Group Home 09/24/2014 Corn, Conn C., Jr. Milwaukee License Status: Active

SelectPrivate Provider Group Home (9222105)

Group Home 05/13/2014 Cake, Caitlin C. Milwaukee License Status: Active

Primary contact for this referral: Caitlin C. Cake (123) 456-7890 ccake@wisconsin.govSearch.

Options:GoSaveClose

100%

8. If there is not a relevant CANS documented, Residential Care Centers will not be considered. If there are no Suggested Providers based on the minimum criteria for provider matching, the page will display instructions for sharing with additional providers.

eWiSACWISPrintHelp

Basic

Child/Youth: [Abby, Alex A. \(9225927\)](#)County: CrawfordReferral Number: 8000260
Gender: MaleChild Welfare Professional: Supervisor CrawfordSupervisor: Bryan Tatterson
Age at Referral: 21Phone / Email: (603) 673-2846 bryan@snail.com

Child/Youth InformationDocumentation**Provider Matching**

Selected Providers

☒ Release of information has been confirmed by: Caitlin C. Cake on 01/29/2024

Child's Assessed Level of Need (LON): No relevant CANS documented.

Congregate Care Provider	Share Referral	Date Shared	Provider Response	
ABC Shelter Care (9221825)	<input checked="" type="checkbox"/>	01/29/2024	Pending	Withdraw Referral
ABC Group Home (9222225)	<input checked="" type="checkbox"/>	01/29/2024	Pending	Withdraw Referral

Add

Suggested Providers

Match Criteria: Match Criteria: Match Criteria:

Clear All

Without a calculation for Child's Assessed Level of Need (LON), Residential Care Centers are not being considered.
There are no Suggested Providers based on minimum criteria for provider matching. If you need to search and share with additional Providers, please select Add button to select additional Providers or clear your Match Criteria selections.

Primary contact for this referral: Caitlin C. Cake (123) 456-7890 ccake@wisconsin.gov [Search](#)

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

9. The second option for selecting providers is through the Add button. Selecting the Add button on the page, launches the Geographic Placement Resource Page in OHC Placement mode to search and pull back SYNC providers to share in the Congregate Care Referral.

- The Geographic Placement Resource page will display with the Child Identifying Information prefilled from the child or youth identified from the Congregate Care Referral.
- The addresses for the child or youth will also display.

June 2024

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Geographic Placement Resource - Last Updated: 02/07/2024 at 06:17 a.m.

☒ OHC Placement ☐ Disaster Preparedness [Locate Child](#) [Locate Provider](#) [Create Circle](#) [Map Legend](#) [Provider Report](#) [YoungStar Report](#) [Incorrect Address Report](#)

Filters

Info

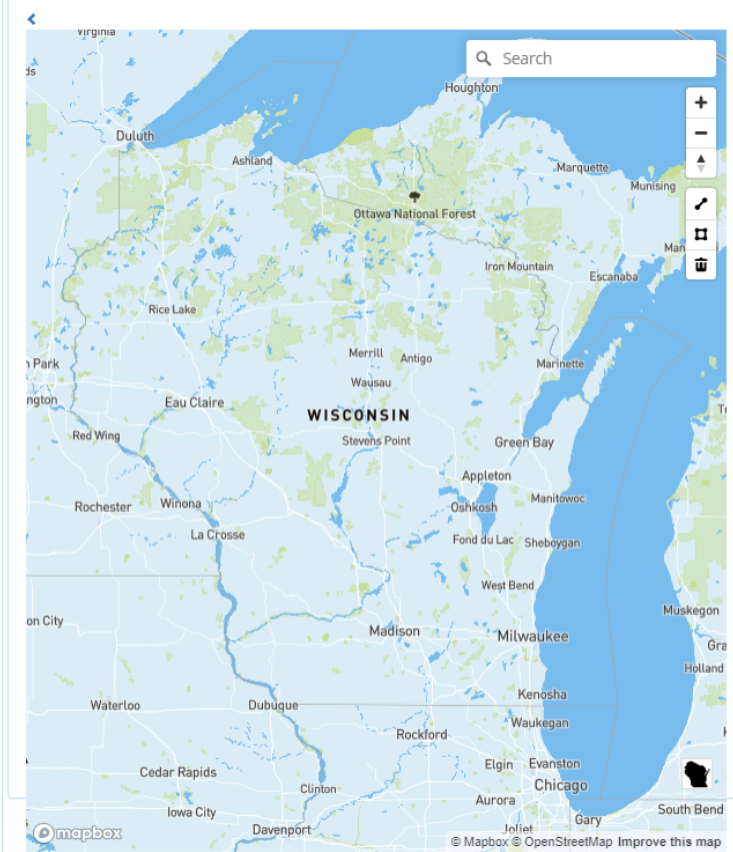
Child Identifying Information

[Child Search](#)[Clear](#)

Name: [Alex A. Abby \(9225927\)](#)
Age: 21 years, 6 months
Gender: Male
Race: American Indian/Alaska Native
Ethnicity: Native American
Grade: 6th
Level of Need: qualifying CANS

Addresses

- ☐ ☒ Child's Removal Address:
☐ ☒ Current Placement Address:
7630 W Center St, Milwaukee, WI 53222
- ☐ ☒ Parent 1: [Alice N. Abby \(700040\)](#)
456 session 456, Baraboo, WI 50707
- ☐ ☒ Parent 2: [James Abby \(9228579\)](#)
473 Fairchild Street, Milwaukee, WI 53204
- ☐ ☒ Guardian 1: [Bonnie Green \(9228580\)](#)
987 N. Hawk Road, Milwaukee, WI 53206
- ☐ ☒ Guardian 2: [Magnus Green \(9224309\)](#)
C/O: C/O: Marlboro Man, 100 Lake Street, Madison, WI 53701
- ☐ ☒ Indian [Uncle Wolverine \(92230436\)](#)
Custodian 1: [\(92230436\)](#)
1981 Harbor Blvd, Ann Arbor, MI 61245
- ☐ ☒ Indian [Maynard M. Duck \(9225458\)](#)
Custodian 2: [\(9225458\)](#)
456 session 456, Baraboo, WI 50707
- ☐ ☒ Legal [BooBoo Badger \(9228836\)](#)
Custodian 1: [\(9228836\)](#)
456 session 456, Baraboo, WI 50707
- ☐ ☒ Legal [Auntie Buckeye \(9231838\)](#)
Custodian 2: [\(9231838\)](#)



- To update the map to display matching providers, navigate to the Show Providers group box. The user can select Provider Settings to better match Group Care Providers to the child or youth needing placement.

eWiSACVIS

Geographic Placement Resource - Last Updated: 02/07/2024 at 06:17 a.m.

☒ OHC Placement
 ☐ Disaster Preparedness
[Locate Child](#)
[Locate Provider](#)
[Create Circle](#)
[Map Legend](#)
[Provider Report](#)
[YoungStar Report](#)
[Incorrect Address Report](#)

Filters

Child Identifying Information [Child Search](#) [Clear](#)

Name: [Alex A. Abby / 0225927](#)

Age: 21 years, 6 months

Gender: Male

Race: American Indian/Alaska Native

Ethnicity: Native American

Grade: 6th

Level of Need: No qualifying CANS

+ Addresses

☐ + Area

☐ - Show Providers

- Provider Settings [Select](#)
 Preferred Age: 21
 Accepting Males

Provider Characteristics / CANS [Select](#)

Target Groups / Other Provider Characteristics [Select](#)

+ Schools

☐ Milwaukee Public School Bus Regions

+ YoungStar

- To search for Group Care Providers, select the provider type. The Preferred Age will prefill with the selected child or youth's age from the Congregate Care Referral. Accepting Males or Accepting Females will be selected upon opening the page based on the gender of the child or youth. These checkboxes can be deselected, and the age can be changed if needed. A user can further drill down matches by selecting the Upcoming Vacancies box or the Operational Vacancies box. These boxes only became selectable when the Provider Type selected is Group Home, Group Home-QRTP, Residential Care Center, Residential Care Center-QRTP, or Shelter Care Facility.

Select Provider Settings

Print Help

Provider Settings - OHC Placement

Current Child Level of Need: No qualifying CANS

☒ Preferred Age
 21

☐ No Other Persons Receiving Care in the Home

Vacancies (greater than or equal to):
 0

☒ Accepting Females

☒ Accepting Males

☐ Upcoming Vacancies

☒ Operational Vacancies

Provider Type	Foster Home Level of Care	Foster Home Licensing Agency
<input type="checkbox"/> Foster Home	<input type="checkbox"/> Level 1	<input checked="" type="checkbox"/> Child Placing Agency
<input checked="" type="checkbox"/> Group Home	<input type="checkbox"/> Level 2	<input checked="" type="checkbox"/> County
<input checked="" type="checkbox"/> Group Home - QRTP	<input type="checkbox"/> Level 3	<input checked="" type="checkbox"/> DMCPS
<input checked="" type="checkbox"/> Residential Care Center	<input type="checkbox"/> Level 4	<input checked="" type="checkbox"/> Public Adoptions
<input checked="" type="checkbox"/> Residential Care Center - QRTP	<input type="checkbox"/> Level 5	<input checked="" type="checkbox"/> Tribe
<input type="checkbox"/> Shelter Care Facility		

Continue

Close

- To update the map to display matching providers based on Target Groups or Provider Characteristics, navigate to the Show Providers group box and select the Select hyperlink.

eWiSACWIS Print Help

Geographic Placement Resource - Last Updated: 02/07/2024 at 06:17 a.m.

☒ OHC Placement
 ☐ Disaster Preparedness
 [Locate Child](#)
[Locate Provider](#)
[Create Circle](#)
[Map Legend](#)
[Provider Report](#)
[YoungStar Report](#)
[Incorrect Address Report](#)

Filters **Info**

Child Identifying Information [Child Search](#) [Clear](#)

Name: [Alex A. Abby \(9225927\)](#)

Age: 21 years, 6 months

Gender: Male

Race: American Indian/Alaska Native

Ethnicity: Native American

Grade: 6th

Level of Need: qualifying CANS

Addresses

☐ Area

☐ Show Providers

Provider Settings [Select](#)

Preferred Age: 21

Accepting Males

Provider Characteristics / CANS [Select](#)

Target Groups / Other Provider Characteristics [Select](#)

Schools

☐ Milwaukee Public School Bus Regions

YoungStar

- The user can select Target Groups/Other Provider Characteristics to better match Group Care Providers to the child or youth needing placement.

Select Target Groups / Other Provider Characteristics Print Help

Target Groups / Other Provider Characteristics

The following Target Groups and Other Provider Characteristics are search criteria for Private Providers (Residential Care Centers, Residential Care Centers - Q RTP, Group Homes, Group Homes - Q RTP, Shelter Care Facilities).

Choosing Any and selecting Target Groups or Other Provider Characteristics will display providers who have at least one of the resulting Target Groups or Other Provider Characteristics selected. Choosing All and selecting Target Groups or Other Provider Characteristics is a more limiting search and will display only providers who have all the Target Groups and Other Provider Characteristics selected.

☒ Any
 ☐ All

Target Groups [Select All](#) [Clear All](#)

☒ 18-21 Yr-Olds (no more than 2 residents)

☐ Alcohol and Drug Abuse (ACDA)

☐ Children in Need of Protection (CHIPS)

☐ Crisis Stabilization Services

☐ Delinquent/Corrections

☐ Developmental Disabilities

☐ Emotional/Behavioral Disorders

☐ Extended Out-of-Home Care to Age 21

☐ Juvenile in Need of Protection (JIPS)

☐ Lesbian/Gay/Bisexual/Transgender (LGBTQ)

☐ Other

☐ Pregnant Teens

☐ Respite Care

☐ Second Chance Home

☐ Sex Trafficked

☐ Sexual Abuse Treatment

☐ Short-Term

☐ Teen Mothers with Babies

☐ Type 2

☐ Voluntary Placements

Other Provider Characteristics [Select All](#) [Clear All](#)

☒ Assessment Services-Nursing

☐ Counseling (Family-BA/BS)

☐ Counseling (Family-Masters)

☐ Counseling (Individual-BA/BS)

☒ Counseling (Individual-Masters)

☐ Evaluation Services-PhD

☐ Evaluation Services-Psychiatrist

☐ Group Counseling and Therapy

☐ Highly Structured Group Activities

☐ Highly Varied Activities-boating, etc.

☐ Highly Structured Self-Contained Ther Emv

☐ Individual Family Counseling & Therapy

☐ Individual Therapy-M.D.

☐ Individual Therapy-PhD

☐ Instruction: Basic Trade Skills

☐ Instruction: Finding/Securing Job

☐ Intensive Structured Vocational Training

☐ Medical Care-Routine

☐ Medical Coverage-24 Hr. On Call

☐ Medical Evaluations

☐ Medical/Psych Cover-24 Hr. On Call

☐ Mentoring

☐ Mentoring Group

☐ On Site Accredited Special Education Program

☐ On Site Accredited Education Program

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

- Following the selections, select Continue to return to the Geographic Placement Resource page and select Update Map.

Geographic Placement Resource - Last Updated: 02/07/2024 at 06:17 a.m.

☒ OHC Placement
 ☐ Disaster Preparedness
 [Locate Child](#)
[Locate Provider](#)
[Create Circle](#)

Filters

Info

Child Identifying Information

[Child Search](#)
[Clear](#)

Name: [Alex A. Abby \(9225927\)](#)
Age: 21 years, 6 months
Gender: Male
Race: American Indian/Alaska Native
Ethnicity: Native American
Grade: 6th
Level of Need: No qualifying CANS

Addresses

☐

Area

☒

Show Providers

Provider Settings

[Select](#)

Preferred Age : 21
Accepting Males
Accepting Females
Type

Group Home

Group Home - Q RTP

Residential Care Center

Residential Care Center - Q RTP

Provider Characteristics / CANS [Select](#)
Target Groups / Other Provider Characteristics [Select](#)
One or more of the following : Assessment Services--Nursing, Counseling
(Individual-Masters), 18-21 Yr-Olds (no more than 2 residents)

Schools

☐

Milwaukee Public School Bus Regions

Update Map

Clear Filters

- The Map will update displaying providers on the map who meet the criteria selected in the Show Providers group box. Selecting a provider on the map will display their information.

eWiSACWIS Geographic Placement Resource - Last Updated: 07/24/2023 at 01:17 p.m.

☒ OHC Placement
 ☐ Disaster Preparedness
 [Locate Child](#)
[Locate Provider](#)
[Create Circle](#)
[Map Legend](#)
[Provider Report](#)
[YoungStar Report](#)
[Incorrect Address Report](#)

Filters **Info**

Group Home

Wisconsin Group Home(20176)

Provider Name: Wisconsin Group Home
 Provider ID: 20176
 Provider Address: 341 23d Street
 Adel, WI 53001

Program Director Name:
 Program Director:
 Phone Number and Extension:
 Provider Characteristics (0):

Capacity: 10
 Number of Placements: 5
 Number of Vacancies: 6
 Number of Operational Vacancies: 4
 Upcoming Vacancies: Yes

Children Currently in Placement

Child ID	Age	Gender	Placing County	Placing Caseworker
9221608	19	Female	Milwaukee	Dan'l Daisy

- To select and bring providers back to share the referral on the Congregate Care Referral page, select the Provider Report button

eWiSACWIS Geographic Placement Resource - Last Updated: 07/24/2023 at 01:17 p.m.

☒ OHC Placement
 ☐ Disaster Preparedness
 [Locate Child](#)
[Locate Provider](#)
[Create Circle](#)
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[Provider Report](#)
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Children Currently in Placement

Child ID	Age	Gender	Placing County	Placing Caseworker
9221608	19	Female	Milwaukee	Dan'l Daisy

- The Provider Detail Report OHC will display. There is a column titled Add to Referral. If a provider is a SYNC Provider and can receive Congregate Care Referrals, the checkbox will be enabled and selectable. Select the checkboxes for providers that the referral should be shared with and then Continue.

The screenshot shows the 'Provider Detail Report OHC' interface. At the top, it says 'Provider Detail Report OHC - Monday, July 24, 2023 02:03:57 PM'. Below this is a search bar and a table of providers. The table has columns: Provider Name, Licensing Info, School District, Add to Referral, Preferred Age, Provider Characteristics, Total Vacancy, Agency Contact, County, and City. A red box highlights the 'Add to Referral' column, which contains checkboxes for each provider. The providers listed are:

Provider Name	Licensing Info	School District	Add to Referral	Preferred Age	Provider Characteristics	Total Vacancy	Agency Contact	County	City
Group Home Ken Gruffy (20183) 111 Cake Street Milwaukee WI 53202 ()	Effective: 12/01/2012 - 05/31/2013 Type: Group Home Restricted Provider. Status: Active Primary Contact Conn C. Corn, Jr. Director Program Director	Alma Sch Dist - 0084	<input type="checkbox"/>	to 18	# matching filter: 0	9	Conn C. Corn, Jr. (10170) (608) 266-4496 DCF/Lutheran Social Services		Milwaukee
Group Home Ash (9221103) 333 Pine Way Milwaukee WI 53201 (Milwaukee) (414) 555-6666 lastdayofsystemtest@ewisacwis.net	Effective: 10/26/2010 - 06/30/2012 Type: Group Home Restricted Provider. N Status: Active Primary Contact Caillin C. Cake Director Program Director		<input type="checkbox"/>	to 18	# matching filter: 0	30	Caillin C. Cake (10173) (123) 456-7890 Other	Milwaukee	Milwaukee
Group Home Green Crisis Center (9221299) 65 Green Crisis Center Dr. Galesville WI 54630 ()	Effective: - Type: Group Home Restricted Provider. Status: Active Primary Contact Partnership Supervisor, Director Program Director	Alma Sch Dist - 0084	<input type="checkbox"/>	to 18	# matching filter: 0	12	Partnership Supervisor (9221128) WI		Galesville
Group Home Testing, Inc. (9221094) 151 Saving Street. Madison WI 53705 (Dane)	Effective: 01/01/2010 - 06/30/2010 Type: Group Home Restricted Provider. N Status: Active		<input type="checkbox"/>	to 18	# matching filter: 0	0	Caillin C. Cake (10173) (123) 456-7890 na	Dane	Madison

At the bottom right, there are 'Previous', '1', '2', 'Next' buttons, and a 'Continue' button highlighted with a red box.

- The Provider Detail Report OHC and Geographic Resource Placement pages will close, and the user will be brought back to the Congregate Care Referral page. The page will refresh the providers selected from the GPR page will now display in the Selected Providers group box. Select the Share Referral checkbox(es) and save the page to share the referral with the providers selected in the group box.

10. The last way to share a referral is with an individual provider through a search process. To select and share with an individual provider, the county user uses the Geographic Placement Resource page as well. Select the Add button on the Congregate Care Referral page. The user will be taken to the Geographic Placement Resource page.
- Select the Locate Provider button at the top of the page.

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Geographic Placement Resource - Last Updated: 02/07/2024 at 06:17 a.m.

☒ OHC Placement ☐ Disaster Preparedness [Locate Child](#) [Locate Provider](#) [Create Circle](#) [Map Legend](#) [Provider Report](#) [YoungStar Report](#) [Incorrect Address Report](#)

Filters Info

Child Identifying Information [Child Search](#) [Clear](#)

Name: [Alex A. Abby \(9225927\)](#)
Age: 21 years, 6 months
Gender: Male
Race: American Indian/Alaska Native
Ethnicity: Native American
Grade: 6th
Level of Need: No qualifying CANS

Addresses

- ☐ Child's Removal Address:
- ☐ Current Placement Address:
7630 W Center St, Milwaukee, WI 53222
- ☐ Parent 1: [Alice N. Abby \(700040\)](#)
456 session 456, Baraboo, WI 50707
- ☐ Parent 2: [James Abby \(9229579\)](#)
473 Fairchild Street, Milwaukee, WI 53204
- ☐ Guardian 1: [Bonnie Green \(9226580\)](#)
987 N. Hawk Road, Milwaukee, WI 53206
- ☐ Guardian 2: [Magnus Green \(9224309\)](#)
C/O: C/O: Marlboro Man, 100 Lake Street, Madison, WI 53701
- ☐ Indian [Uncle Wolverine](#)
Custodian 1: [\(9230436\)](#)
1981 Harbor Blvd, Ann Arbor, MI 61245
- ☐ Indian [Maynard M. Duck](#)
Custodian 2: [\(9225458\)](#)
456 session 456, Baraboo, WI 50707
- ☐ Legal [BooBoo Badger \(9228830\)](#)
Custodian 1: 456 session 456, Baraboo, WI 50707
- ☐ Legal [Auntie Buckeye \(9231838\)](#)
Custodian 2:

Search

- The county user can search by provider name or ID. Selecting the radio button on the Providers Returned and the Continue button will bring back the individual provider to the Congregate Care Referral page where a county user can select the Share Referral checkbox to share with that specific provider.

Provider Search

Print

Help

Search Criteria

Provider Name:

Gino's Place

First Name:

Provider ID:

Parent Agency ID:

Provider Type:

☐

Search Providers of Parent Agency

Site #:

County:

ZIP Code:

☒

Date Restricted

☐

View Not Approved/Cancelled

Search Precision:

Low

Med

High

Search

Record 1 to 1 of 1

Providers Returned

☐

Gino's Place LLC (8058458)

Open Group Home 05/24/2016 Marathon License Status: Active

Continue

Close

11. Back on the Provider Matching tab, Congregate Care Providers will display based on selections using the navigations listed above. Responses from Providers will display in the Provider Response group box as providers review and respond to the referrals.

Provider Matching tab, showing the hover box when the user hovers over the 'More' flare.

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Referral

Child/Youth: [Abby, Alexandra A. \(9225927\)](#)

Gender: Female

Age: 10

County: Barron

Child Welfare Professional: Caitlin C. Cake

Phone / Email: (608) 442-1111 [ewuat_6130321_@wi.gov](#)

Referral Number: 1234567

Supervisor: Etta Eclair

Phone / Email: (608) 442-1111 [ewuat_6130321_@wi.gov](#)

Child/Youth Information

Documentation

Provider Matching

Potential Matches

☒ Release of information has been confirmed by: Caitlin C. Cake on 01/29/2023

Child's Assessed Level of Need (LON): 3

Congregate Care Provider	Share Referral	Date Shared	Provider Response	
Valley Youth & Family Programs (22519)	<input checked="" type="checkbox"/>	01/30/2023	Waitlisted - Potential admit date: 03/01/2023	At this time we do not have capacity but expect to have an opening on the 25th. We feel that Alex would be a good fit here and hope that this date might not be too late.
Northern Passage Riverside (5205733)	<input checked="" type="checkbox"/>	02/24/2023	Declined - not a fit with current residents	
Big Room in Appleton (5254546)	<input checked="" type="checkbox"/>	02/24/2023	Referral withdrawn: 02/27/2023	Resubmit Referral
Children's Home of Green Bay (5412456)	<input checked="" type="checkbox"/>	02/24/2023	Accepted - Potential Admit Date: 02/25/2023	More Withdraw Referral
Great Dane Group Home (648831)	<input type="checkbox"/>			Remove Provider

Add

Primary contact for this referral: Dan D. Daisey (608) 555-1234 [ewuat_6130321_@wi.gov](#) [Search](#) [Remove](#)

Options: [Go](#)

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

100%

12. Finalize and freeze the referral by indicating the provider with whom the child has been placed and the date that the placement began.

Finalize Referral

Referral Finalization

Alexandria Abby has been placed with the following provider:

<input type="radio"/>	Valley Youth & Family Programs (22519)
<input type="radio"/>	Northern Passage Riverside (5205733)
<input type="radio"/>	Big Room in Appleton (5254546)
<input type="radio"/>	Children's Home of Green Bay (5412456)
<input type="radio"/>	Other: XYZ Home for Boys (5745869) Search Remove

Placement begin date:

13. Withdraw the referral to withdraw and remove access to the referral for all the providers that it has been shared with. This should occur when the placement is no longer needed. Select the reason why the referral for the child is being withdrawn. Upon successful save of the page the Provider Response on the corresponding Congregate Care Referral page will be set to 'Referral withdrawn: [DATE]' for all providers shown.

Withdraw Referral

Withdraw Referral

Reason why the referral for Alexandria Abby is being withdrawn:

Other reason referral is being withdrawn:

14. After a referral is submitted via SYNC and the child is placed with a group care provider the child welfare professional can share documents with the group care provider from the Out-of-Home Placement page. Click the Options drop-down and select Share Documents with SYNC. Click Go to launch the Document Sharing page.

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Child

Child: Sample, Sally (9231421)

Case Name: Aardvark, Amy B. (9223581)

Request Number:

Service

Provider

ICWA

Placement Information

County:

Milwaukee

Removed From Home:

01/01/2020

Placement Begin:

07/01/2021

Placement End:

07/01/2021

VPA/VTILA Effective:

00/00/0000

[Removal Address and Reasons](#)

☐ This is a Like-Kin Placement
 ☐ This is an Adoptive Placement

Service Category:

GH - Bellas

Service Type:

Bella's (GH)

Placement Setting:

Group Home

Child's Level of Need:

Provider's Level of Care: Group Home

Child Specific Costs:

N/A

Historic Basic Rate:

\$100.00 per day

Supplemental Costs:

\$0.00

Exceptional Costs:

\$0.00

Administrative Costs:

\$0.00

Options:

Actions

Approval

Placement Ending

Regenerate Payment

Share Documents with SYNC

Go

Save

Close

From the Document Sharing page, the child welfare professional can search for and select documentation for sharing with group care providers through SYNC. Select the document type using the dropdowns. Click Document Search to launch the Document Search page. Click Share Document hyperlink to share the document with the group care provider.

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Print
Help

Documentation

Type	Date	Date Shared			
CANS 5 to 21	08/06/2022		Document Search	Share Document	Delete
Info for OHC providers Part A			Document Search		Delete
Permanency Plan	10/26/2022	12/20/2022			
Original Disposition Report to Court	05/07/2022		Imaging Search	Share Document	Delete
					Delete

Insert

Save Close

100%

The Congregate Care Referral is housed under the Placements drop down on both the Case and Provider tabs. The referrals are child-specific and display under each case the child has been a participant of. The Congregate Rare Referral work appears under Placements on both Cases and Providers tab. The Congregate Care Referrals can be either Active or Historic.

All active referrals are displayed under Active Placement Referrals section. An active referral is a referral that has not been either Finalized or Withdrawn. All historic referrals are displayed under the Historic Placement Referrals. Historic referrals have statuses of Withdrawn and Finalized. Both Active and Historic referrals are displayed sorted by date created (descending), Child name (ascending).

When a Congregate Care Referral is displayed under the Case, the referral displays a plus toggle for each Congregate Care Referral.

Congregate Care Referral - Providers Tab View

Madison RCC (9221219)

Provider details:
Residential Care Center
License status: Pending Continuation - Regular

Provider address:
200 Davison Ave
Madison, WI 53701 (Dane County)

Primary worker/licensor:
Coke, Caitlin C.
(123) 456-7890
ccake@wisconsin.gov

Actions:
Please select an action

View provider information

Assignments Basic Characteristics Checks Licenses Parent Agency Payment Requests Placements Provider Provider Services Services

Placements

Category	Placement	Date	Worker	Status	Location
Open Placements	Madison RCC - 30 Day Clinical Assessment (RCC)	12/10/2020	Watson, Emily	Approved	Milwaukee
	Madison RCC - RCC - CHPS	01/10/2007	Spooning, Sister	Approved	Milwaukee
	Madison RCC - RCC - CHPS	08/02/2006	Fruit, Felipe U.	Approved	Milwaukee
	Madison RCC - RCC - CHPS	10/10/2005	Addington, Roger	Approved	Milwaukee
Closed Placements	Madison RCC - RCC - CHPS	09/15/2005 - 10/10/2005	Addington, Amanda	Pending Closure - Agency Requested Change	Milwaukee
	Madison RCC - 30 Day Clinical Assessment (RCC)	01/01/2020 - 01/01/2020	Azul, Rita	Closed - Made in Error	Milwaukee
	Madison RCC - 30 Day Clinical Assessment (RCC)	10/16/2018 - 06/14/2021	Flintstone, Zakey	Closed - Agency Requested Change	Milwaukee
Active Placement Referrals	Congregate Care Referral	06/30/2022	Apple, Honeycrisp	Pending	Milwaukee
	Congregate Care Referral	10/08/2021	Apple, Honeycrisp	Declined	Milwaukee

Congregate Care Referral - Cases Tab View


Placements


[Images \(4\)](#)

Open Placements

[Rollins, Rosie - Foster Home \(Level 2+\)](#)

03/04/2020

Apple, Green

Approved

Dodge

Closed Placements

[Sweet, Kimmy - Foster Home \(Level 2+\)](#)

03/02/2020 - 03/03/2020

Apple, Green

Closed - Provider Requested Change

Dodge

Active Placement Referrals


[Congregate Care Referral](#)

06/30/2022

Apple, Honeycrisp

Decision(s) Made

Milwaukee

Tree Swing Youth & Family (22519)

Southwest Passage Rio (5205733)

07/10/2022

Pending

Accepted

Historic Placement Referrals


[Congregate Care Referral](#)

10/08/2021

Apple, Honeycrisp

Finalized

Milwaukee


[Congregate Care Referral](#)

01/11/2021

Apple, Jonathan I.

Withdrawn

Milwaukee