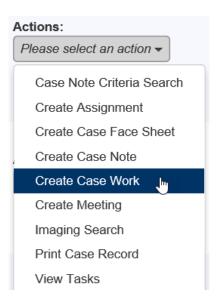
## Creating a Foster Care Rate for an Out-of-State Placement

In an Out-of-State setting, users are able to either pay Wisconsin's rate, using Wisconsin's Foster Care Rate setup, or they can pay the other State's rate using the Non-Wisconsin Foster Care Rate setup. In either instance, the Foster Care Rate can be backdated to the first day of the placement if the child has a CANS documented within the first 30 days of the begin date of the placement.

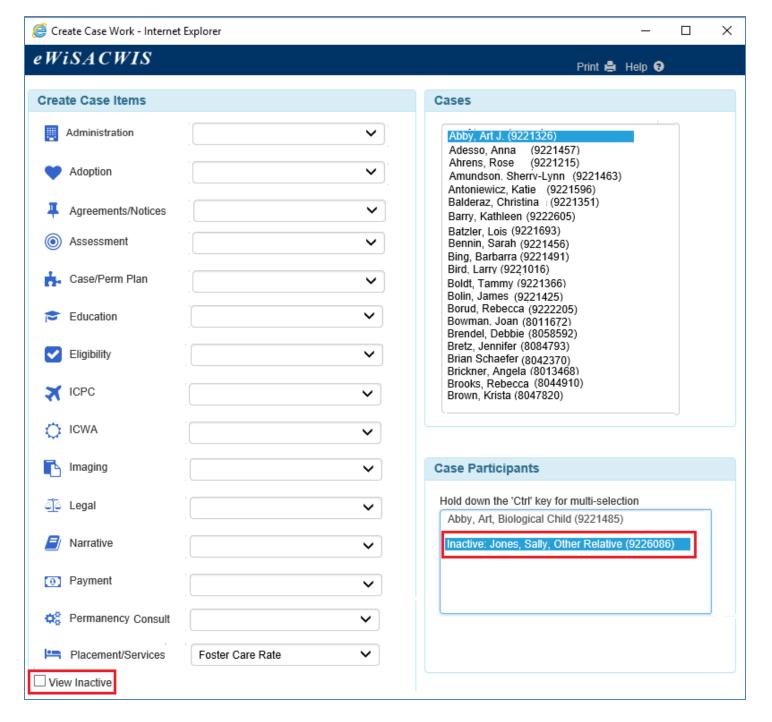
**Note:** The child for whom you create a Out-of-State Foster Care Rate should have on open Out-of-State Placement with a qualifying Foster Home Service Type (ie. Foster Home (Out-of-State)).

**Note:** Out-of-State placements are eligible for either a standard or a Pre-CANS Foster Care Rate.

1. From the desktop, go to the Cases tab and click the Create Case Work hyperlink Ocreate Case Work from the Actions drop-down next to the specific case to open the Create Case Work page.



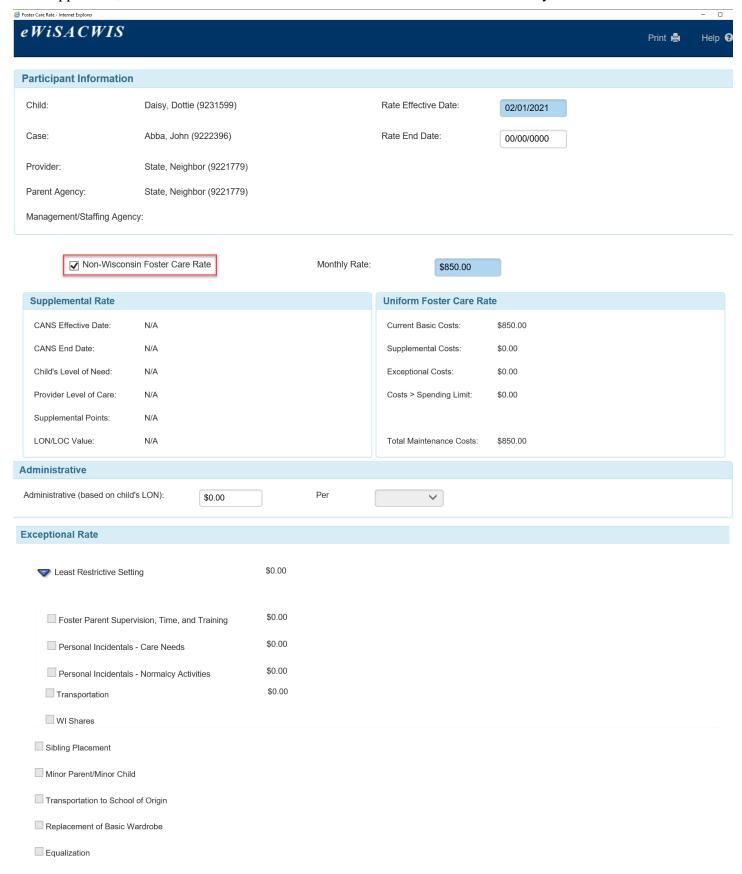
2. On the Create Case Work page, select the applicable Foster Care Rate option (either Pre-CANS, or Foster Care Rate) from the Placement/Services drop-down. Select the appropriate Case and the Case Participant. Click Create. This will open the Foster Care Rate page.



**Note:** You are able to create a Foster Care Rate for a child who is Inactive by checking the View Inactive check box and selecting the Inactive person.

- 3. The Foster Care Rate page contains the Participant Information group box. The group box shows the child's name, case name, provider name, Parent Agency and rate effective and end dates.
- 4. The Current Basic Costs will pre-fill with the service rate associated with the placement service type and display in the Uniform Foster Care Rate group box.
- 5. Complete the Foster Care Rate Page as you normally would, to set the rate using Wisconsin's Foster Care Rate setup.

- 6. Check the Non-Wisconsin Foster Care Rate checkbox (as shown below) and enter and amount in the Monthly Rate field if you wish to set a monthly rate based on the other state's maintenance rate.
- 7. If applicable, enter an amount in the Administrative field. Then select either day or month in the Per field.



8. The Monthly Payment Explanation expando will display the breakdown of up to three individual monthly payments: Maintenance, Administrative, and Costs > Spending Limit. The Maintenance Payment includes Basic, Supplemental and Exceptional Costs. The Administrative payment includes Administrative costs. The Additional Payments will include the costs exceeding the \$2,000 spending limit.

Monthly Payment Explanation					
Maintenance Payment		Administrative		Additional Payments	
Basic Costs:	\$850.00	Administrative Costs:	\$0.00	Costs > Spending Limit:	\$0.00
Supplemental Costs:	\$0.00				
Exceptional Costs:	\$0.00				
Total Costs:	\$850.00	Total Costs:	\$0.00	Total Costs:	\$0.00