

Family Interaction Plan

Note: In order to create a Family Interaction Plan, an assignment to the case is needed.

1. From the desktop, go to the Cases tab and click the Create Case Work hyperlink [Create case work](#) or select Create 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 Family Interaction Plan from the Planning drop-down. Select the appropriate Case Participant for the Case and click Create. This will open the Family Interaction Plan page.

eWiSACWIS
Print Help

<div style="display: flex; align-items: center;"> Administration <input style="width: 100%; border: none; border-bottom: 1px solid #ccc;" type="text"/> ▼ </div>	
<div style="display: flex; align-items: center;"> Adoption <input style="width: 100%; border: none; border-bottom: 1px solid #ccc;" type="text"/> ▼ </div>	
<div style="display: flex; align-items: center;"> Agreements/Notices <input style="width: 100%; border: none; border-bottom: 1px solid #ccc;" type="text"/> ▼ </div>	
<div style="display: flex; align-items: center;"> Assessment <input style="width: 100%; border: none; border-bottom: 1px solid #ccc;" type="text"/> ▼ </div>	
<div style="display: flex; align-items: center;"> Case/Perm Plan <input style="width: 100%; border: none; border-bottom: 1px solid #ccc;" type="text"/> ▼ </div>	
<div style="display: flex; align-items: center;"> Education <input style="width: 100%; border: none; border-bottom: 1px solid #ccc;" type="text"/> ▼ </div>	
<div style="display: flex; align-items: center;"> Eligibility <input style="width: 100%; border: none; border-bottom: 1px solid #ccc;" type="text"/> ▼ </div>	
<div style="display: flex; align-items: center;"> ICPC <input style="width: 100%; border: none; border-bottom: 1px solid #ccc;" type="text"/> ▼ </div>	
<div style="display: flex; align-items: center;"> ICWA <input style="width: 100%; border: none; border-bottom: 1px solid #ccc;" type="text"/> ▼ </div>	
<div style="display: flex; align-items: center;"> Imaging <input style="width: 100%; border: none; border-bottom: 1px solid #ccc;" type="text"/> ▼ </div>	
<div style="display: flex; align-items: center;"> Legal <input style="width: 100%; border: none; border-bottom: 1px solid #ccc;" type="text"/> ▼ </div>	
<div style="display: flex; align-items: center;"> Narrative <input style="width: 100%; border: none; border-bottom: 1px solid #ccc;" type="text"/> ▼ </div>	
<div style="display: flex; align-items: center;"> Payment <input style="width: 100%; border: none; border-bottom: 1px solid #ccc;" type="text"/> ▼ </div>	
<div style="display: flex; align-items: center;"> Permanency Consult <input style="width: 100%; border: none; border-bottom: 1px solid #ccc;" type="text"/> ▼ </div>	
<div style="display: flex; align-items: center;"> Placement/Services <input style="width: 100%; border: none; border-bottom: 1px solid #ccc;" type="text"/> ▼ </div>	
<div style="display: flex; align-items: center;"> Planning <input style="width: 100%; border: none; border-bottom: 1px solid #ccc; background-color: #f0f0f0;" type="text" value="Family Interaction Plan"/> ▼ </div>	<div style="border: 1px solid #ccc; padding: 5px; height: 150px;"> <p style="background-color: #0070c0; color: white; padding: 2px; margin: 0;">Allen, Sarah (9220000)</p> <p style="margin: 0;">Alley, McBeal (9221419)</p> <p style="margin: 0;">Almostdone, Hooray (9222041)</p> <p style="margin: 0;">AlternativeResponse, Mom (9222690)</p> <p style="margin: 0;">Altman, Frank (9221755)</p> <p style="margin: 0;">Altman, Simon (9220003)</p> <p style="margin: 0;">AMERICAA, JESSIE M. (9222579)</p> <p style="margin: 0;">American, Annie M. (9221587)</p> <p style="margin: 0;">Amp, Audrey (9222680)</p> <p style="margin: 0;">Amsterdam, arnie (9221941)</p> <p style="margin: 0;">Anderson, Amy (20243)</p> <p style="margin: 0;">Anderson, Anita (9221748)</p> <p style="margin: 0;">Andrews, Parent (9221217)</p> <p style="margin: 0;">Angel, All (9224596)</p> <p style="margin: 0;">Anteater, Allen (9224516)</p> <p style="margin: 0;">Anteater, Mother (9223033)</p> <p style="margin: 0;">Apple, Child (9222765)</p> <p style="margin: 0;">Apple, Five (9223701)</p> </div>
<div style="display: flex; align-items: center;"> Safety <input style="width: 100%; border: none; border-bottom: 1px solid #ccc;" type="text"/> ▼ </div>	
<div style="display: flex; align-items: center;"> Safety Services <input style="width: 100%; border: none; border-bottom: 1px solid #ccc;" type="text"/> ▼ </div>	
<div style="display: flex; align-items: center;"> Strengths and Needs <input style="width: 100%; border: none; border-bottom: 1px solid #ccc;" type="text"/> ▼ </div>	
<div style="display: flex; align-items: center;"> Youth Justice <input style="width: 100%; border: none; border-bottom: 1px solid #ccc;" type="text"/> ▼ </div>	

Case Participants

Allen, Clara, Biological Child (9224739)

Allen, Sally B., Biological Child (9224738)

Allen, Sarah, Reference Person (9220001)

Allen, Simon, Biological Child (9220003)

Allen, Three, Biological Child (9221608)

Allen, Two, Biological Child (9221607)

Ash, William, Biological Child (9221876)

Birthday, Five, Biological Child (9221519)

Birthday, Four, Biological Child (9221518)

Doe, John, Foster Child (9223087)

Doe, Jon, Adoptive Child (9223086)

Dumbledore, Albus, Biological Child (9222307)

Gaston, Nancy Q., Unknown (21008)

Create
Close

- When creating a new plan, if a plan already exists for the identified child or any other child in that case, Copy over will be an option. Copy over can be used for Historical, Ongoing, and Terminated Plans. If the user selects the Copy hyperlink, the plan will copy over. Otherwise, the user can select the Create button to create a new (blank) plan.

The screenshot shows a web browser window titled "Family Interaction Plan Select - Internet Explorer". The page header features the "eWiSACWIS" logo and navigation links for "Print" and "Help". The main content area is titled "Existing Family Interaction Plans" and includes the instruction "Please select a plan to copy from if appropriate". Below this is a table with the following data:

Child	Effective Date	Status	
Allen, Clara	02/12/2018	Ongoing	Copy
Allen, Clara	07/29/2011	Historic	Copy

At the bottom of the page, there are two buttons: "Create" and "Close".

- The Family Interaction Plan page will open. The Effective Date is user entered and required. The Case Name will pre-fill from the Maintain Case page. Click the Case Name to access the Maintain Case page. The Child Name will pre-fill from the name of the participant selected on the Create Case Work page. Click the Child Name to access the Person Management page for the child. The Status field will fill depending on whether the plan is Pending, Historical, Ongoing, or Terminated.

6. The second section is Supervision – Parent / Caregiver (1), which documents the level and type of supervision required for the person identified as the child’s mother or caregiver. The Name of Parent / Caregiver (1) is pre-filled with the name of the person associated with the child’s Person Management record and identified as either Child’s Mother or Child’s Guardian (1) on the Parent Info tab. The user is able to document the Minimum Level of Supervision Required as a drop-down field. The Frequency field is user entered and allows the user to document the frequency of the contact allowed. The Least Restrictive Location Permissible is also a drop-down field. The user is also able to document the agency or persons responsible to provide the supervision of the parent/caregiver’s visit. If no one is documented as the Child’s Mother or the Child’s Guardian (1) on the Parent Info tab of the child’s Person Management record, then the Name will pre-fill to N/A and all fields will be disabled. Lastly, the user is able to document the agency or persons responsible to provide the supervision of the parent/caregiver’s visit. If the Foster Home, Relative, or Other is checked, the text field next to the checkbox will be required and user entered.

Family Interaction Plan - Internet Explorer

eWiSACWIS TM Print Help

Plan Information

Case Name: [Allen, Sarah \(9220000\)](#) Child Name: [Allen, Clara \(9224739\)](#) Completed

Effective Date: Status: Pending

Basic Description

Those Allowed to Visit with Child

Name	Relationship to Child:	
<input type="text"/>	<input type="text" value="▼"/>	Delete

Supervision – Parent / Caregiver (1)

Name of Parent / Caregiver (1): Allen, Sarah Parent / Caregiver Not Involved

Minimum Level of Supervision Required: Frequency: Least Restrictive Location Permissible:

Supervised by:

Department or contracted provider

Foster Home

Relative

Other

Supervision – Parent / Caregiver (2)

Name of Parent / Caregiver (2): Allen, Michael Parent / Caregiver Not Involved

Minimum Level of Supervision Required: Frequency: Least Restrictive Location Permissible:

Supervised by:

Department or contracted provider

Foster Home

Relative

Note: If Parent/Caregiver 1 is not involved, check the Parent / Caregiver Not Involved checkbox.

7. The third section is Supervision – Parent / Caregiver (2), which documents the level and type of supervision required for the person identified as the child’s Father or second Caregiver. The Name of Parent / Caregiver (2) is pre-filled with the name of the person associated on the Parent Info tab on the child’s Person Management record and identified as either Child’s Father or Child’s Guardian (2). The user is able to document the Minimum Level of Supervision Required with the drop-down field. The Frequency field is user entered and allows the user to document the frequency of the contact allowed. The Least Restrictive Location Permissible is also a drop-down field. The user is also able to document the agency or persons responsible to provide the supervision of the parent/caregiver’s visit. If no one is documented as the Child’s Father or the Child’s Guardian (2) on the Parent Info tab of the child’s Person Management page, then the Name will pre-fill to N/A and all fields will be disabled. Lastly, the user is able to document the agency or persons responsible to provide the supervision of the parent/caregiver’s visit. If the Foster Home, Relative or Other is checked, the field next to the checkbox will be required and user entered.

The screenshot shows the 'eWiSACWIS' web application interface. At the top, there is a navigation bar with the logo and utility icons (TM, Print, Help). Below this is a 'Plan Information' section containing fields for Case Name (Allen, Sarah (9220000)), Child Name (Allen, Clara (9224739)), Effective Date (00/00/0000), and Status (Pending). A 'Completed' checkbox is also present.

The main content area is divided into two tabs: 'Basic' (selected) and 'Description'. Under the 'Basic' tab, there is a section titled 'Those Allowed to Visit with Child' which contains a table with columns for 'Name' and 'Relationship to Child:'. A 'Delete' link is visible next to the table, and an 'Insert' button is at the bottom right of this section.

Below this is the 'Supervision – Parent / Caregiver (1)' section, which includes fields for 'Name of Parent / Caregiver (1): Allen, Sarah', 'Minimum Level of Supervision Required' (a dropdown menu), 'Frequency' (a text input field), and 'Least Restrictive Location Permissible' (a dropdown menu). There is also a 'Parent / Caregiver Not Involved' checkbox. Underneath, there are checkboxes for 'Supervised by:' with options: Department or contracted provider, Foster Home, Relative, and Other. Each option has a corresponding text input field.

The 'Supervision – Parent / Caregiver (2)' section is highlighted with a red border. It contains similar fields to the first section: 'Name of Parent / Caregiver (2): Allen, Michael', 'Parent / Caregiver Not Involved' checkbox, 'Minimum Level of Supervision Required' (dropdown), 'Frequency' (text input), and 'Least Restrictive Location Permissible' (dropdown). It also includes the same 'Supervised by:' checkboxes and text input fields.

At the bottom of the page, there is an 'Options:' dropdown menu, a 'Go' button, and 'Save' and 'Close' buttons.

Note: If Parent/Caregiver 2 is not involved, check the Parent/Caregiver Not Involved checkbox.

8. The second tab of the Family Interaction Plan page is the Description tab. Each description field is user entered and required, except for the comments field. Enter data in each of the required fields.

Family Interaction Plan - Internet Explorer

eWiSACWIS TM Print Help

Plan Information

Case Name:	Allen, Sarah (9220000)	Child Name:	Allen, Clara (9224739)
Effective Date:	00/00/0000	Status:	Pending

Basic **Description**

Rationale for Level of Supervision and Location:

Describe each parent's / caregiver's diminished protective capacities that impact child safety warranting supervised family interactions.

Plan to Transition Family Interaction:

Describe what needs to happen in order to transition the family interaction plan. If supervised, describe what is needed to control impending danger threats in order to transition to unsupervised family interaction. If unsupervised, at what points will family interaction increase in frequency and duration. Be specific.

Description of Parental / Caregiver Responsibilities:

Include each parent's / caregiver's responsibilities to: arrange / confirm interactions with the agency worker, plan and prepare activities for the family interaction and assist their child with the transition at the conclusion of the family interaction.

Description of Agency Responsibilities:

Include how agency will assure that family interactions will occur on a regular basis.

Transportation:

Document how any necessary transportation will take place and who is responsible for the transportation.

Description of Sibling Interaction Plan:

When siblings are not seeing each other as part of the family interaction plan, a sibling interaction plan is necessary. Describe how, when and at what frequency sibling interactions will occur.

Comments:

Options:

- Once complete, click back on the Basic tab. The Family Interaction Plan template can be selected from the Options drop-down and opened by clicking Go.

Family Interaction Plan - Internet Explorer

eWiSACWIS TM Print Help

Plan Information

Case Name: [Allen, Sarah \(9220000\)](#) Child Name: [Allen, Clara \(9224739\)](#) Completed

Effective Date: Status: Pending

Basic Description

Those Allowed to Visit with Child

Name	Relationship to Child:	
Emma Allen	Aunt	Delete
Charlie Allen	Uncle	Delete

Supervision – Parent / Caregiver (1)

Name of Parent / Caregiver (1): Allen, Sarah Parent / Caregiver Not Involved

Minimum Level of Supervision Required: Frequency: Least Restrictive Location Permissible:

Supervised by:

Department or contracted provider

Foster Home

Relative

Other

Options:

- Actions
- Approval
- Text
- Family Interaction Plan

BIRT PDF Document - Internet Explorer

eWiSACWIS Close

FAMILY INTERACTION PLAN

Name - Child	Case Name	Effective Date
Allen, Clara	Allen, Sarah	01/01/2021

List those allowed to visit with child

Name	Relationship to child
Emma Allen	Aunt
Charlie Allen	Uncle

Parent / Caregiver Level of Supervision and Location

Parent / Caregiver 1: Allen, Sarah

Minimum Level Required: Partially-Supervised Frequency: Twice per week

Supervised by:

Department or contracted provider

Foster Home - Name(s):

Relative - Name(s): Aunt Emma and Uncle Charlie

Other - Name(s):

Least Restrictive Location Permissible: Family Home

Parent / Caregiver 2: Allen, Michael

Minimum Level Required: Partially-Supervised Frequency: Twice per week

10. The Family Interaction Plan must be completed and sent for approval in order to change from a Pending plan to an Ongoing plan. The Completed checkbox must be selected and is located at the top right of the page. The approval can be accessed through the Options drop-down.

Family Interaction Plan - Internet Explorer

eWiSACWIS TM Print Help

Plan Information

Case Name: [Allen, Sarah \(9220000\)](#) Child Name: [Allen, Clara \(9224739\)](#) Completed

Effective Date: Status: Pending

Basic
Description

Those Allowed to Visit with Child

Name	Relationship to Child:	
<input type="text" value="Emma Allen"/>	<input type="text" value="Aunt"/> ▼	Delete
<input type="text" value="Charlie Allen"/>	<input type="text" value="Uncle"/> ▼	Delete

Supervision – Parent / Caregiver (1)

Name of Parent / Caregiver (1): Parent / Caregiver Not Involved

Minimum Level of Supervision Required: ▼ Frequency: Least Restrictive Location Permissible: ▼

Supervised by:

Department or contracted provider

Foster Home

Relative

Other

Options:

- Actions
- Approval
- Text
- Family Interaction Plan

11. Once a plan is finally approved, the document will become frozen and the status will be updated to Ongoing. A new plan can be created, and the Ongoing plan will become Historical. When the plan is no longer needed, the plan can be Terminated. This is done by accessing the Ongoing plan and selecting the Terminate option from the Options drop-down.

Family Interaction Plan - Internet Explorer

eWiSACWIS TM Print Help

Plan Information

Case Name: [Allen, Sarah \(9220000\)](#) Child Name: [Allen, Clara \(9224739\)](#) Completed

Effective Date: Status: Ongoing

Basic Description

Those Allowed to Visit with Child

Name	Relationship to Child:
<input type="text" value="Emma Allen"/>	<input type="text" value="Aunt"/>
<input type="text" value="Charlie Allen"/>	<input type="text" value="Uncle"/>

Supervision – Parent / Caregiver (1)

Name of Parent / Caregiver (1): Parent / Caregiver Not Involved

Minimum Level of Supervision Required: Frequency: Least Restrictive Location Permissible:

Supervised by:

Department or contracted provider

Foster Home

Relative

Other

Options:

Actions

Approval

Terminate

Text

Family Interaction Plan

12. This will bring you to the Terminate Plan page. Select an appropriate termination reason on this page and send for approval through the options drop-down. The termination must be finally approved before the plan will become Terminated.

13. The Family Interaction Plans can be viewed and accessed via the outline for the case. Click View case information, Planning, and the appropriate hyperlink to open the plan.

Allen, Sarah (9220000)

Case details: CPS Family - Ongoing, Milwaukee-Admin
 Case address: 11 Southern Way, Madison, WI 53702
 Primary worker: Daisy, Dan'i (440) 943-7690, dan.daisy@wisconsin.gov
 Actions: Please select an action

Open OHP exists for associated participant(s)

View case information

- Access Reports
- Administration
- Adoption
- Assessments
- Assets and Income
- Assignments
- Background Checks
- Case/Permanency Plan
- Eligibility
- ICPC
- Legal
- Narratives
- Participant Photo
- Payments
- Placements
- Planning**
- Related People
- Safety
- Services

Planning

ASFA Exceptions	12/07/2007	Allen, Sally B.	
Family Interaction Plan	01/01/2021	Allen, Clara	Ongoing
Family Interaction Plan	02/12/2018	Allen, Clara	Historic
Family Interaction Plan	07/29/2011	Allen, Clara	Historic
Family Interaction Plan	12/22/2005		
Independent Living	06/03/2009	Gaston, Nancy Q., Jr.	Not Eligible