

# Victim Restitution Summary

The Victim Restitution Summary is a central location to view youth restitution payments made to a victim.

To view the Victim Restitution Summary page, select the Financial menu then select Youth Justice Restitution. Click on Victim Restitution Summary option to open the page. The page can also be opened from a Youth Justice Case Information page when entering or modifying claims on the Victim Restitution Claim page.

**Note:** Additional security is required to access the Victim Restitution Summary and Victim Restitution Claim pages.

The screenshot shows the eWiSACWIS application 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 'Financial' menu is open, showing options like 'Account Numbers', 'Bank', 'Checks and Payments', etc. The 'Youth Justice Restitution' option is selected, and the 'Victim Restitution Summary' sub-option is highlighted. The main content area displays 'Cases: 540' and a search box containing 'Pancake, Banana'. Below this, case details for 'Pancake, Banana N., IV (9225898)' are shown, including case address and contact information.

The screenshot shows the 'Youth Justice Case Information - Internet Explorer' window. The URL is https://appsdcf.enterprise.wisstate.us/ewsscreenshot/YM01\_YICaselfInfo.do. The page title is 'Victim Restitution Claim'. The 'Basic Information' section shows: Victim Name: Willie Sauk (V8000080), Victim Restitution Summary (highlighted in a red box), YJ Referral: 8004445, Date of YJ Referral: 02/08/2022, Age of youth on the date of YJ Referral: 12. The 'Victim Address Information' section shows: 1234 Madison, Madison, WI 53701. The 'Victim Restitution Claim' section shows: Amount Claimed: \$100.00, Claim Date: 02/03/2022, Youth Ordered Amount: \$100.00, Parent Guardian Ordered Amount: \$0.00, Amount Ordered: \$100.00, Date ordered: 02/09/2022. There are input fields for Insurance Claim Number, Insurance Adjuster Name, Insurance Company Name, and Insurance Company Phone Number. A 'Claim Narrative' text area is also present. The page includes 'Print', 'Help', 'Delete', 'Insert', 'Save', and 'Close' buttons.

1. Click the [Search](#) hyperlink to select a Victim from a YJ Referral to view all Restitution owed along with any documented payments.

**Note:** Additional security is required to search/view Victims. They are not in Person Management and are county specific.

2. On the Victim Retrieval Search page type enter the Last Name, First Name, or Victim ID to search for a Victim that has been previously entered on the YJ Referral or Youth Justice Case Information page. Last Name is required unless a Person ID is entered. All other search fields are optional.
  - a. Click ‘Search’ when all search criteria are entered.
3. Victims Returned will display any potential matches. If no matches are found, refine the search criteria and click ‘Search’ again.

**Note:** Only Victims created in the designated county will be returned. Additional security required.

4. To select a Victim, click the [Select](#) hyperlink and click ‘Continue’.
5. To exit the search, click ‘Close’.
6. The Basic section will display pre-filled information.

- a. Name: The name of the Victim selected in a hyperlink to their Person Management record.
  - b. Total Amount Ordered: Total amount ordered from the Victim Claims.
  - c. Total Amount Paid: Total amount paid that is documented in the Payment Information section on the Victim Restitution Summary page.
  - d. Total Remaining Balance: The amount of restitution still owed to the Victim.
7. The Victim Restitution Summary section shows restitution documented on the .
- a. Order Amount: Pre-filled with the total Restitution Ordered per referral for the selected Victim.
  - b. First Order Date: The first documented order date documented on the Victim Claim(s).
  - c. DPA Expiration Date: The documented Expiration Date if a DPA is entered.
  - d. YJ Referral: YJ Referral number of the restitution Victim Claim(s).
  - e. Youth Name: Identified Youth documented on the YJ Referral or Case Information Page
  - f. Paid Amount: Total amount paid for a referral through today.
  - g. Remaining Amount: Balance remaining for a referral though today.
  - h. Case ID: Case the YJ Referral is linked to.
  - i. YJ Worker: The Name of the worker who has a Youth Justice assignment type to the case linked to the YJ Referral. In situations when multiple YJ workers are assigned to the same case, the system will pre-fill the name of the most-recently assigned worker.
  - j. Status: User selected fields to document the status of the restitution claim(s) for a YJ Referral. Defaulted to Ongoing. Completed or Expired are options as well.

Victim Restitution Summary
Print Help

**Basic Information**

Name: [Henry Winkler \(V8000040\)](#)      [Search](#)      Total Amount Ordered: \$50.00      Total Amount Paid: \$25.00      Total Remaining Balance: \$25.00

**Victim Address Information**

1234 Address Street  
 Madison, WI 53701  
 (608) 222-5555  
 E-mail: Winkler@gmail.com

**Victim Restitution Summary**

Ordered Amount	First Order Date	DPA Expiration Date	YJ Referral	Youth Name	Paid Amount	Remaining Amount	Case ID	YJ Worker	Status
\$50.00		<a href="#">06/25/2021</a>	8002605	Pancake, Blueberry (9229697)	\$25.00	\$25.00	9224716	Caitlin C. Cake	Ongoing <input type="button" value="v"/> <a href="#">Edit</a>

- 8. The Payment Information section can be used to review payments made to a Victim from any youth in the county. They are entered on the Youth Restitution Summary page and update here. Payment must be deleted or modified on the Youth Restitution Summary page.
- 9. If a payment is documented, the payment will display a [Pay](#) hyperlink to pay the victim from the Application utilizing the Payment Request page. A Restitution Provider (Private Provider specifically created for a Victim) will need to be created and approved prior to clicking the [Pay](#) hyperlink. Once a Restitution Provider is created, the Restitution Provider can be linked to the payment(s) documented by clicking the Provider [Search](#) hyperlink. For more information on creating a Restitution Provider (Victim) and the [Pay](#) hyperlink to make a payment through the application, see the Victim Payments user guide.
- 10. Once a Payment Request has been created for the Victim using the [Pay](#) hyperlink the ‘Payment ID’ will update upon save with either the Payment ID hyperlink or a [Cancel](#) hyperlink that will display a view of the Payment Request for workers that have security.

**eWisACWIS** **Youth Restitution Summary page** Print Help

**Basic Information**

Name: [Pancake, Blueberry \(9229697\)](#) [Search](#) Total Amount Ordered: \$50.00 Total Amount Paid: \$25.00 Remaining Balance: \$25.00  
 Total Community Hours Ordered: 20.00 Total Hours Completed: 15.00 Hours Remaining: 5.00

**Restitution** **Community Service**

**Ordered Restitution Summary**

Youth Amount	Parent Amount	Total Amount	First Order Date	Expiration Date	YJ Referral	Victim Name	Paid to Date	Balance	Case ID	YJ Worker	Status
\$50.00	\$0.00	\$50.00		<a href="#">06/25/2021</a>	8002605	Winkler, Henry (V8000040)	\$25.00	\$25.00	9224716	Corn, Conn C., Jr.(10170)	Ongoing <input type="button" value="v"/>

**Youth/Parent/Guardian Payment Information**

Date Payment Received	Payment Amount	YJ Referral	Victim name	Comment	
02/10/2022	\$20.00	8002605	Winkler, Henry (V8000040)	10.00 paid by youth	<a href="#">Delete</a>
02/08/2022	\$5.00	8002605	Winkler, Henry (V8000040)	5.00 Paid by youth	<a href="#">Delete</a>

**Payment Information**

Provider: [Search](#)

Payment Date	Payment Amount	Youth Name	YJ Referral	Approval Status	Payment ID	
02/10/2022	\$10.00	Pancake, Blueberry (9229697)	8002605	Approved		<a href="#">Pay</a>
02/08/2022	\$5.00	Pancake, Blueberry (9229697)	8002605	Approved		<a href="#">Pay</a>

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

11. Provider Search will launch when the [Search](#) hyperlink is clicked.

- a. Only Victims added as Restitution Providers will display and only for the designated county.

**Note:** PLEASE VERIFY THE PROVIDER SELECTED IS THE SAME VICTIM AS LISTED ON THE VICTIM RESTITUTION SUMMARY. If the wrong Provider is selected, that Provider will be used to create the payment in the Application.

Provider: Henry Winkler (50000105) [Search](#)

Payment ID	
<a href="#">8865578</a>	<a href="#">Pay</a> <a href="#">Delete</a>

12. After a payment has been entered and approved and the Victim Restitution Summary page is saved, the Payment ID will update in the Payment ID column. If the payment is cancelled, a [Cancelled](#) hyperlink will display.

13. Click 'Close' to exit the page

Related User Guides:

Select the Youth Justice Category at: <https://dcf.wisconsin.gov/knowledge/web/training/ewisacwis-user-guides/case-work>

February 2022