

Youth Justice (YJ) Youth Programs Page

The Youth Program page is used to document which Program(s) the identified Youth is involved in. The page captures the Program, Sub Program and Provider along with the Date Referred and the Start Date of the Program. Once the Youth has finished the Program, the page allows for documentation of a Discharge Date and Discharge Reason. If the program selected for the Youth is 'County GPS Monitoring' or 'Level II', the page also tracks GPS Monitoring for the Youth. The GPS Monitoring data includes the Start Date, End Date and whether the GPS Monitoring was court-ordered.

Note: Security is needed to access the Youth Programs Page.

1. Click on the Actions menu and locate Maintain Youth Programs to open the Maintain Youth Programs page.

The screenshot shows the eWiSACWIS interface. The 'Actions' menu is open, listing various system functions. 'Maintain Youth Programs' is highlighted in blue. Other menu items include AA/ISG Eligibility Notices and Decisions, AFCARS, Appeal, Checklist Template, Eligibility, Geographic Placement Resource, Health Alert Summary, ICWA Record, Imaging Search, Independent Living, Information and Referral, Kinship Eligibility Notices, Maintain Automated Message, Maintain Secure Detention Registry, Maintain DRAI, Management, Merge/Delete, Mobile Case Note, Placement History, Program Assignment, and Recruitment Event. The background shows a dashboard with 'Cases (568)', 'Approvals (1520)', 'Access Reports (144)', 'Mobile Case Notes (1)', 'JCPC Referrals (15)', 'YJ Referrals (13)', and 'Home Inquiries (34)'. There are also sections for 'Home', 'Statewide messages', 'County messages', and 'Recent work'.

The screenshot shows the 'Maintain Youth Programs' page in a Google Chrome browser. The address bar shows the URL: https://apps.dcf.enterprise.wisstate.us/ewsscreenshot/YM01_MaintainYouthProgram.do?sarid=0.5634935063643745. The page header includes the eWiSACWIS logo and 'Print' and 'Help' icons. Below the header is a 'Basic' section with a 'Youth:' label and a 'Youth Search' link. The main section is titled 'Youth Programs' and contains a table with the following headers: Program, Sub Program, Provider, Start Date, Discharge Date, Discharge Reason, GPS Status, and an empty column. At the bottom right, there are 'Insert' and 'Close' buttons.

2. The [Youth Search](#) hyperlink can be used to search a youth.
 - a. Click [Youth Search](#) to launch Person Search.
 - b. Type in the Search Criteria. Enter the Last Name and First Name or Person ID; this will automatically do a search for persons.
 - c. Select the person by clicking the radio button to the left of the name.
 - d. Click the Continue button to capture the program details for the identified youth. select the youth and capture his details.
 - e. Click the Close button to cancel the selection.
 - f. To create new person details please refer [Person Management](#) guide.

3. Click on the Insert button to capture the details on Program Information box.

Youth Program Print Help

Youth Information

Youth: [two sam \(9225345\)](#)

Program Information

Program: Sub Program: Provider:

Date Referred: Start Date: Discharge Date: Discharge Reason:

4. Select the value for Program from the drop-down menu.

Youth Program Print Help

Youth Information

Youth: [two sam \(9225345\)](#)

Program Information

Program: Sub Program: Provider:

Date Referred: Start Date: Discharge Date: Discharge Reason:

5. Based on the Program field selection, some, or all of the remaining fields will be enabled, and values will need to be updated based on the selection made in the Program field.
- a. Program - User-selectable drop-down used to indicate the name of the program.
 - b. Sub Program - User-selectable drop-down used to indicate the name of the Sub Program for the selected Program.
 - c. Provider - User-selectable drop-down used to indicate the provider of the program.
 - d. Date Referred - User-entered date field used to indicate the date the youth was referred to the identified program.
 - e. Start Date - User-entered date field used to indicate date the youth started the program.
 - f. Discharge Date - User-entered date field used to indicate the date the youth was discharged from the program.
 - g. Discharge Reason - User-selectable drop-down used to indicate the reason the youth was discharged from the program.

Note: Milwaukee is required to enter provider details on program information box and when others are not required to, this field will be disabled for them.

6. GPS Monitoring section displays when the program value is 'County GPS Monitoring' or 'Level II'.

The screenshot shows the 'Youth Program' form. The 'Youth Information' section contains the name 'tvo sam (9225345)'. The 'Program Information' section has 'Program' set to 'County GPS Monitoring', 'Sub Program' as a dropdown, 'Provider' as 'St. Charles Youth & Family Services', and 'Date Referred' as '00/00/0000'. The 'GPS Monitoring' section has 'GPS Monitoring?' with 'Yes' and 'No' radio buttons. Below it is a table with columns: 'Court-Ordered GPS?', 'GPS Start Date', and 'GPS End Date'. An 'Insert' button is at the bottom right of the table. 'Save' and 'Close' buttons are at the bottom right of the form.

- a. GPS Monitoring? Yes/No radio buttons Indicates whether the identified youth is on GPS monitoring. If selected Yes, the Insert button is enabled to enter the GPS Start/End Dates. Enters a new row for each GPS episode.
 - i. Court-Ordered GPS? Yes/No radio buttons used to indicate whether the GPS monitoring was court-ordered.
 - ii. GPS Start Date indicate the start date of the GPS monitoring.
 - iii. GPS End Date indicate the start date of the GPS monitoring.
 - iv. Delete hyperlink.

This screenshot shows the same form as above, but with the 'GPS Monitoring?' radio button selected to 'Yes'. The table now contains two rows of data:

Court-Ordered GPS?	GPS Start Date	GPS End Date	
<input type="radio"/> Yes <input checked="" type="radio"/> No	02/08/2024	09/06/2024	Delete
<input checked="" type="radio"/> Yes <input type="radio"/> No	02/01/2024	06/14/2024	Delete

The 'Insert' button is now disabled. 'Save' and 'Close' buttons are at the bottom right of the form.

- 7. Enter all the required fields and click on save.
- 8. After initial save, the [Youth Programs](#) will be able to be launched from the Cases tab on the Desktop, and from Case Information. The page hyperlink will be displayed when expanding Youth Justice.

eWiSACWIS Actions Financial State Security Help Refresh Search Caitlin C. Cake (Milwaukee County) | Log Out

Home **Cases (567)** Providers (228) Workers (78) Approvals (1520) Access Reports (144) Mobile Case Notes (1) ICPC Referrals (15) YJ Referrals (13) Home Inquiries (34) Quick Links

Cases

View by: Case Participant Filter by: Date restricted Not approved/cancelled Cases: 567 Multiselect [Create case work](#)

Abby, Alice N. (9222746)
 Case details: CPS Family - Ongoing, BMCW-Admin, Intensive In-Home
 Open OHP exists for associated participant(s)
 Case address: 120 W. Wisconsin Ave., Milwaukee, WI 53203 (414) 123-1231
 Primary worker: Crawford, Supervisor
 Actions: [Please select an action](#)

View case information

- Access Reports
- Assessments
- Assets and Income
- Assignments
- Background Checks
- Case/Permanency Plan
- Education
- Eligibility
- Extraordinary Payment Requests
- ICWA
- Legal
- Missing Child
- Narratives
- Payments
- Permanency Consultation
- Placements
- Planning
- Related People
- Safety
- Serious Incident Notification
- Services
- Youth Justice

Youth Justice [Youth Programs](#)

The Page can also be launched from the Search tab on the Desktop, and from Case and Person Search.

eWiSACWIS

Case Person Provider Organization

Abby, Alice N. (9222746) [Actions](#) **Safe At Home**

CPS Family - Ongoing Intensive In-Home Status: Open 08/31/2011 Crawford, Supervisor Support Staff Supervisor BMCW-Admin 120 W. Wisconsin Ave., Milwaukee, WI 53203

- Access Reports
- Assessment
- Assets and Income
- Assignment
- Case/Permanency Plan
- Education
- Eligibility
- Extraordinary Payment Requests
- ICWA
- Legal
- Missing Child
- Permanency Consultation
- Placements
- Planning
- Related People
- Safety
- Services
- Youth Justice

Youth Programs

Note: There is no need of supervisory approval. This is entered in by the clerical staff, and it is documentation of program referral, participation, and discharge.

Related User Guides

- [Person Management](#)