

Group Home Placements

CORPORATE GROUP HOME PLACEMENTS

A corporate group home is a private provider. Payments made to corporate group homes are either episode driven payments or Calc Ongoing (a system operation that automatically calculates payment amount based upon the number of days in placement) generated payments (this is a county/agency choice). The rates paid to corporate group homes are provider specific rates that are recorded on the Provider Service Rate page for each corporate group home.

FAMILY GROUP HOME PLACEMENTS

A family group home is a private provider. Family group homes are paid by the Calc Ongoing batch. The rates paid to family group homes are determined by using the Uniform Foster Care Rate (UFCR) and Administrative fee.

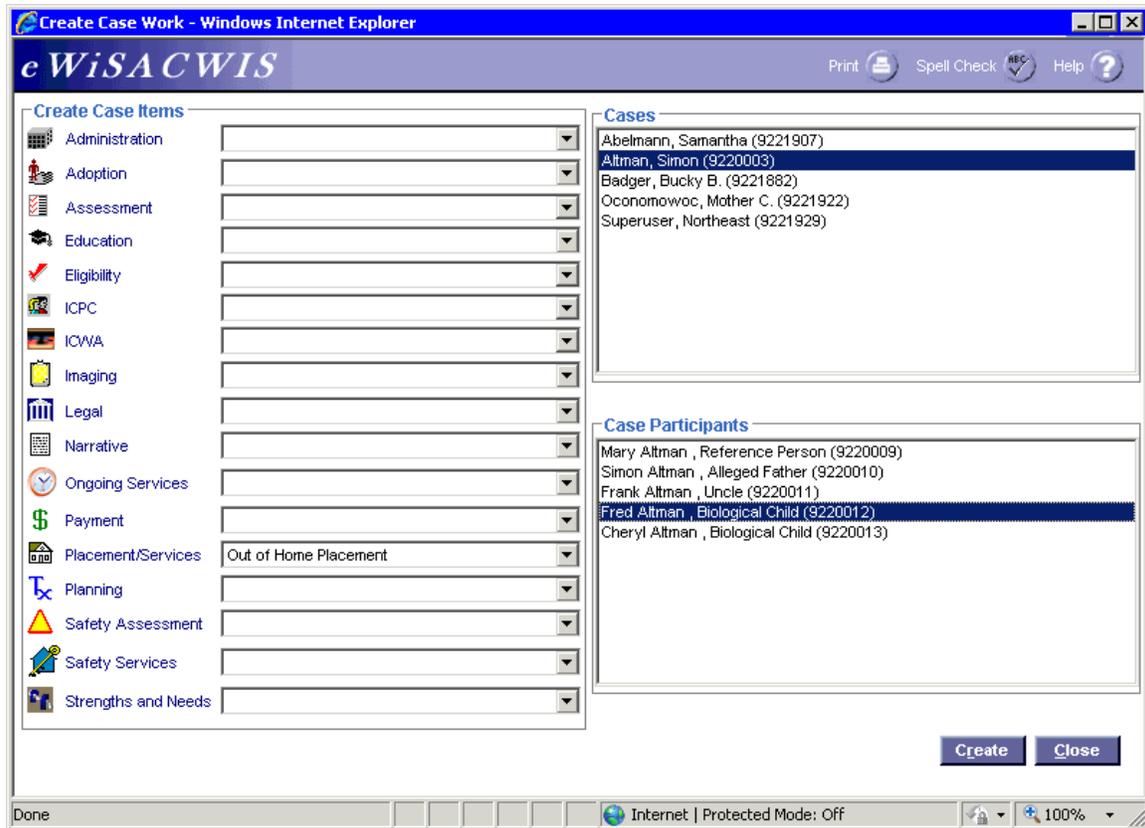
A Foster Care Rate page must be completed for each child placed in a family group home before a rate above the basic foster care rate can be paid to the family group home. The rate and fee is set by contract and is available from your agency's fiscal manager.

Successful documentation of an Out of Home Placement assumes that the child's person management record is up to date. Please see the How Do I titled "Common Documentation Tasks for All Settings" for information surrounding documenting a person's demographics.

Also note that as part of the placement documentation the eligibility record for that child must be completed. See the above referenced How Do I for information surrounding documenting eligibility for a child.

And lastly, when ending placements or services, please refer to the above referenced How Do I for information surrounding ending a placement in eWiSACWIS.

Group Home Placements



Create Case Work Page (Corporate)

Step 1 of 4

- From the Create Case Work page select Placement/Services > Out of Home Placement > Case > Case Participant and click Create.

Group Home Placements

Out of Home Placement

eWiSACWIS

Child: Altman, Fred (9220012) Case Name: Altman, Simon (9220003) Request Number:

Service Provider

Placement Information

County: Milwaukee

Removed From Home: 08/01/2009

Placement Begin: 08/01/2009

Placement End: 00/00/0000

VPA Effective: 00/00/0000

Removal Reasons

This is an Adoptive Placement

This is a CPS Non-Conforming Placement

This is an Emergency Situation

After Hours Placement

Child is an American Indian child as defined by statute.

Service Category: Group Care

Service Type: Group Home

Placement Setting: Group Home

Child Specific Rate: \$0.00 per

Current Basic Rate: \$155.00 per day

Supplemental Amount: \$0.00

Exceptional Amount: \$0.00

Administrative Fee: \$0.00

Costs > Spending Limit: \$0.00

Current Monthly Payment: \$4650.00

Child Removal From Home Information

Manner: Court Ordered

Primary Caretaker: Mary Altman

Options: [Go] [Save] [Close]

Out of Home Placement Page > Service Tab (Corporate)

Step 2 of 4

- On the Service tab of the Out of Home Placement page, complete all needed fields.
- Enter the first day of the placement in the Placement Begin field.
- If this placement is a removal from home (start of a placement episode), be sure to enter the correct removal date in the Removed From Home field and the correct Removal Reason(s) on the Removal Reasons pop-up page.
- In the Service Category field choose Group Care.
- In the Service Type field choose Group Home (Group Home = Corporate Group Home).
- In the Placement Setting field choose Group Home.
- Do not enter an amount in the Administrative Fee field.
- If the child is American Indian, complete the ICWA tab. See the ICWA How Do I for information surrounding documenting ICWA placement preferences for a child.

Group Home Placements

The screenshot shows the 'Out of Home Placement' form in the eWiSACWIS system, specifically the 'Service' tab. The form is titled 'Out of Home Placement' and includes the eWiSACWIS logo and navigation icons (TM, Print, Spell Check, Help). The 'Child' information section shows: Child: Altman, Fred (9220012), Case Name: Altman, Simon (9220003), and Request Number: [blank]. The 'Service' and 'Provider' tabs are visible. The form contains several sections: 1. Placement type checkboxes: 'This is a CPS Non-Complying Placement', 'This is an Emergency Situation', 'After Hours Placement', and 'Child is an American Indian child as defined by statute.' 2. Financial fields: 'Costs > Spending Limit: \$0.00' and 'Current Monthly Payment:'. 3. 'Child Removal From Home Information' section with dropdowns for 'Manner: Court Ordered', 'Primary Caretaker: Mary Altman', 'Caretaker Structure: Married Couple', and 'Secondary Caretaker: Simon Altman'. 4. 'KIDS Referral' section with a dropdown for 'Referral applies to: Both parents' and three questions with radio button options: 'Is this referral in the best interest of the child?' (Yes/No), 'Is this placement expected to be long term?' (Yes/No), and 'Is the worker aware of a court order for child support OR is this otherwise an appropriate case to refer for child support services?' (Yes/No). At the bottom, there is an 'Options:' dropdown, a 'Go' button, and 'Save' and 'Close' buttons. The browser status bar at the bottom shows 'Done', 'Trusted sites', and '100%' zoom.

Out of Home Placement Page > Service Tab (Corporate) (continued)

Step 3 of 4

- Answer the Child Removal From Home Information if this placement is a removal from home.
- Select the appropriate values for the KIDS Referral questions. If the answers to the questions will trigger a referral to KIDS, the Referral applies to field will appear and be enabled. eWiSACWIS allows the referral of a single parent with a system indicator that the other parent should not be referred. This will allow for one parent to be referred and the other to be held from the interface. There is an expectation that “good cause” drives the decision to refer one parent and not another.

Group Home Placements

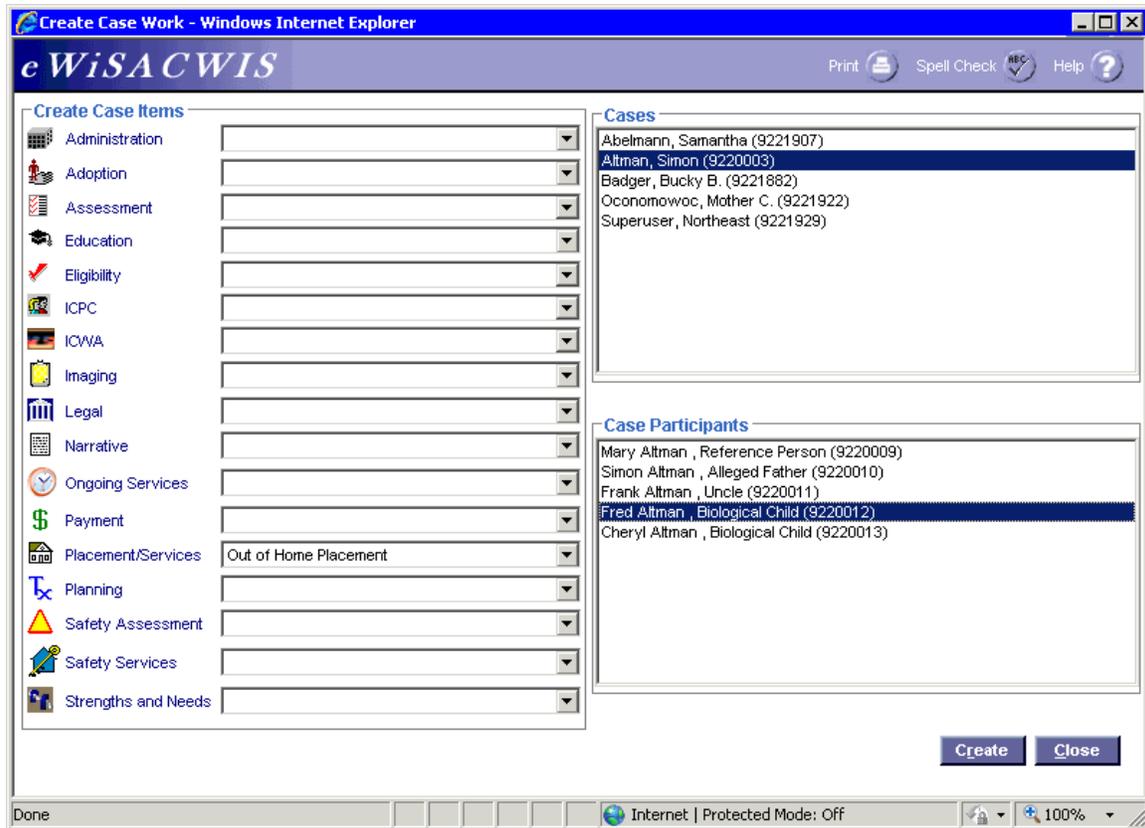
The screenshot shows a web browser window titled "Out of Home Placement - Microsoft Internet Explorer provided by DHFS - State of Wisconsin". The application is "eWiSACWIS". At the top, there are tabs for "Child" and "Provider", with "Provider" selected. The "Child" information shows: Child: Altman, Fred (9220012), Case Name: Altman, Simon (9220003), and Request Number: [blank]. The "Provider Information" section includes: Name: AAA Agency (with a "Search" link), ID: 20170, Contact: [blank], Actual Name of Default/Historical Provider (if applicable): [blank], C/O: [blank], Street: 123 Camp Randall Avenue, Apt: [blank], City: Madison, State: WI, Zip: 53701, Country: [blank], Phone: (608)123-1234, Ext: [blank], Fax: [blank], Alt Phone: [blank], Alt Ext: [blank], Email: [blank]. The "Payment Information" section shows: Parent Agency: AAA Agency, Target Pop: CHIPS - Abuse and Neglect (NYA - 61) (with a "Details" link), an unchecked checkbox for "Override Parent Agency rule", and Total Clothing Allowance Disbursed: \$0.00. The "School District Information" section shows: Provider's School District Code: Madison Metropolitan - 3269. The "Kinship Care" section shows: Relationship of Child to Kinship Provider: [blank]. At the bottom, there is an "Options:" dropdown menu, a "Go" button, and "Save" and "Close" buttons. The browser status bar shows "Done" and "Trusted sites".

Out of Home Placement Page > Provider Tab (Corporate)

Step 4 of 4

- Click the Search hyperlink to launch the Search page and search for the appropriate provider.
- From the Search page, select the radio button next to the provider you want to use and click Continue, this will return you to the Service tab and populate the provider you selected into Provider Information.
- If there is a name other than the group home provider's name in the Parent Agency field and the payment is to go directly to the group home provider, then check the Override Parent Agency rule checkbox. If the Override Parent Agency rule checkbox is not selected, eWiSACWIS will generate the automatic payment(s) to the Child Placing Agency.
- In the Target Pop field choose the appropriate value.
- The Total Clothing Allowance Disbursed field represents the amount of clothing allowance that has been paid out for this child for the current episode.
- In the Provider's School District Code field choose the appropriate value.
- Return to the Service tab.
- To approve the placement and to send it to your supervisor for approval, choose Options > Approval and click Go.
- On the Approval History page, click the Approve radio button and click Continue.
- Click Save and then click Close on the Out of Home Placement page.

Group Home Placements



Create Case Work Page (Family)

Step 1 of 4

- From the Create Case Work page select Placement/Services > Out of Home Placement > Case > Case Participant and click Create.

Group Home Placements

Out of Home Placement - Windows Internet Explorer

eWiSACWIS TM Print Spell Check Help

Child
Child: Altman, Fred (9220012) Case Name: Altman, Simon (9220003) Request Number:

Service **Provider**

Placement Information

County: Milwaukee
Removed From Home: 09/15/2002
Placement Begin: 02/04/2011
Placement End: 00/00/0000
VPA Effective: 00/00/0000

Service Category: Family Group Care
Service Type: Family Group Home (12-14 years old)
Placement Setting: Group Home
Child's Level of Need:
Provider's Level of Care: Group Home

Child Specific Costs: \$0.00 per
Current Basic Costs: \$455.00 per month
Supplemental Costs: \$0.00
Exceptional Costs: \$0.00
Administrative Costs: \$0.00
Costs > Spending Limit: \$0.00
Current Monthly Payment: \$455.00

This is an Adoptive Placement
 This is a CPS Non-Conforming Placement
 This is an Emergency Situation
 After Hours Placement
 Child is an American Indian child as defined by statute.

Options: Save Close

Done Internet | Protected Mode: Off 100%

Out of Home Placement Page > Service Tab (Family)

Step 2 of 4

- On the Service tab of the Out of Home Placement page, complete all needed fields.
- Enter the first day of the placement in the Placement Begin field.
- If this placement is a removal from home (start of a placement episode) be sure to enter the correct removal date in the Removed From Home field.
- Select the correct Removal Reason(s) from the Removal Reasons pop-up page.
- In the Service Category field choose Family Group Home.
- In the Service Type field choose the appropriate family group home service type based upon the child's current age
- In the Placement Setting field choose Group Home.
- If the child is American Indian, complete the ICWA tab. See the ICWA How Do I for information surrounding documenting ICWA placement preferences for a child.

Group Home Placements

The screenshot shows the 'Out of Home Placement' form in a Windows Internet Explorer browser window. The browser title is 'Out of Home Placement - Windows Internet Explorer'. The page header is 'eWiSACWIS' with navigation icons for TM, Print, Spell Check, and Help. The form is titled 'Child' and contains the following fields:

- Child: Altman, Fred (9220012)
- Case Name: Altman, Simon (9220003)
- Request Number: (empty)

The 'Service' tab is selected, showing the following information:

- This is a CPS Non-Conforming Placement
- This is an Emergency Situation
- After Hours Placement
- Child is an American Indian child as defined by statute.
- Administrative Costs: \$0.00
- Costs > Spending Limit: \$0.00
- Current Monthly Payment: \$455.00

The 'Child Removal From Home Information' section contains:

- Manner: (dropdown menu)
- Primary Caretaker: (dropdown menu)
- Caretaker Structure: (dropdown menu)
- Secondary Caretaker: (dropdown menu)

The 'KIDS Referral' section contains:

- Referral applies to: Both parents (dropdown menu)
- Is this referral in the best interest of the child? (radio buttons: Yes, No)
- Is this placement expected to be long term? (radio buttons: Yes, No)
- Is the worker aware of a court order for child support OR is this otherwise an appropriate case to refer for child support services? (radio buttons: Yes, No)

At the bottom, there is an 'Options:' dropdown menu, a 'Go' button, and 'Save' and 'Close' buttons. The browser status bar shows 'Done', 'Internet | Protected Mode: Off', and '100%' zoom.

Out of Home Placement Page > Service Tab (Family) (continued)

Step 3 of 4

- Answer the Child Removal From Home Information if this placement is a removal from home.
- Select the appropriate values for the KIDS Referral questions.

Group Home Placements

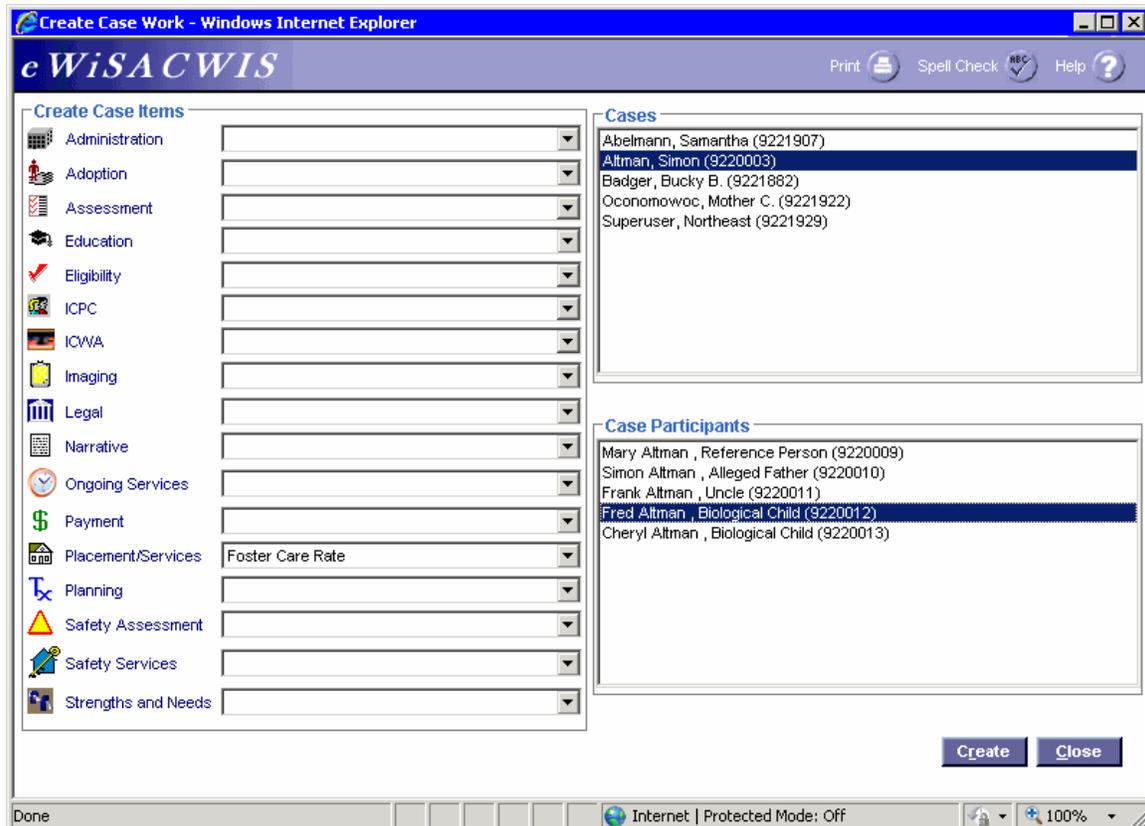
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Out of Home Placement Page > Provider Tab (Family)

Step 4 of 4

- Click the Search hyperlink to launch the Search page and search for the appropriate provider.
- From the Search page, select the radio button next to the provider you want to use and click Continue, this will return you to the Service tab and populate the provider you selected into Provider Information.
- If there is a name other than the family group home provider's name in the Parent Agency field and the payment is to go directly to the family group home provider, then check the Override Parent Agency rule checkbox. If the Override Parent Agency rule checkbox is not selected, eWiSACWIS will generate the automatic payment(s) to the Child Placing Agency.
- In the Target Pop field choose the appropriate value.
- The Total Clothing Allowance Disbursed field represents the amount of clothing allowance that has been paid out for this child for the current episode.
- In the Provider's School District Code field choose the appropriate value.
- Return to the Service tab.
- To approve the placement and to send it to your supervisor for approval, choose Options > Approval and click Go.
- On the Approval History page, click the Approve radio button and click Continue. Click Save and then click Close on the Out of Home Placement page.

Group Home Placements



Create Case Work Page (Family)

Step 1 of 2

- From the Create Case Work page select Placement/Services > Foster Care Rate > Case > Case Participant and click Create.

Group Home Placements

Foster Care Rate - Windows Internet Explorer

eWiSACWIS TM Print Spell Check Help

Participant Information

Child: Altman, Fred (9220012) Rate Effective Date: 02/04/2011
Case: Altman, Simon (9220003) Rate End Date: 00/00/0000
Provider: Provider, Frankie (20170)

Supplemental Rate

CANS Effective Date: 02/04/2011
CANS End Date: 08/04/2011
Child's Level of Need: 3
Provider Level of Care: 3
Supplemental Points: 19 \$104.50
LONLOC Value:

Uniform Foster Care Rate

Current Basic Costs: \$455.00
Supplemental Costs: \$104.50
Exceptional Costs: \$50.00
Administrative Costs: \$75.00
Cost > Spending Limit: \$0.00
Total Monthly Costs: \$684.50

Administrative

Administrative: \$75.00

Exceptional Rate

Transportation to School of Origin: \$0.00
 Exceptional Costs: \$50.00
Payment Justification:
justify monthly exceptional costs here...

Monthly Payment Explanation

Options: [Dropdown] Go Save Close

Done Internet | Protected Mode: Off 100%

Foster Care Rate Page (Family)

Step 2 of 2

Note: In order to pay the family group home the rate that your county has contracted to pay, the worker must complete the Foster Care Rate page and send it to your agency's Rate Setter for approval.

- Enter the Rate Effective Date. The rate cannot be prior to the Effective Date of the CANS. Once a date is entered, the page will refresh to bring in the Supplemental Rate information from the CANS, as well as the Current Basic Costs.
- Enter any applicable costs in the Exceptional Rate group box. If either checkbox is selected in the Exceptional Rate group box, justify the exceptional costs by completing the Payment Justification.
- Once all amounts have been entered, click the Save button to update the amounts in the Uniform Foster Care Rate group box.
- To approve the rate setting and send it to the agency's Rate Setter for approval choose Options > Approval and click Go. On the Approval History page, select the Approve radio button and click Continue.
- Click Save and then click Close on the Foster Care Rate page.