

Hospital/Mental Health Facility Placements

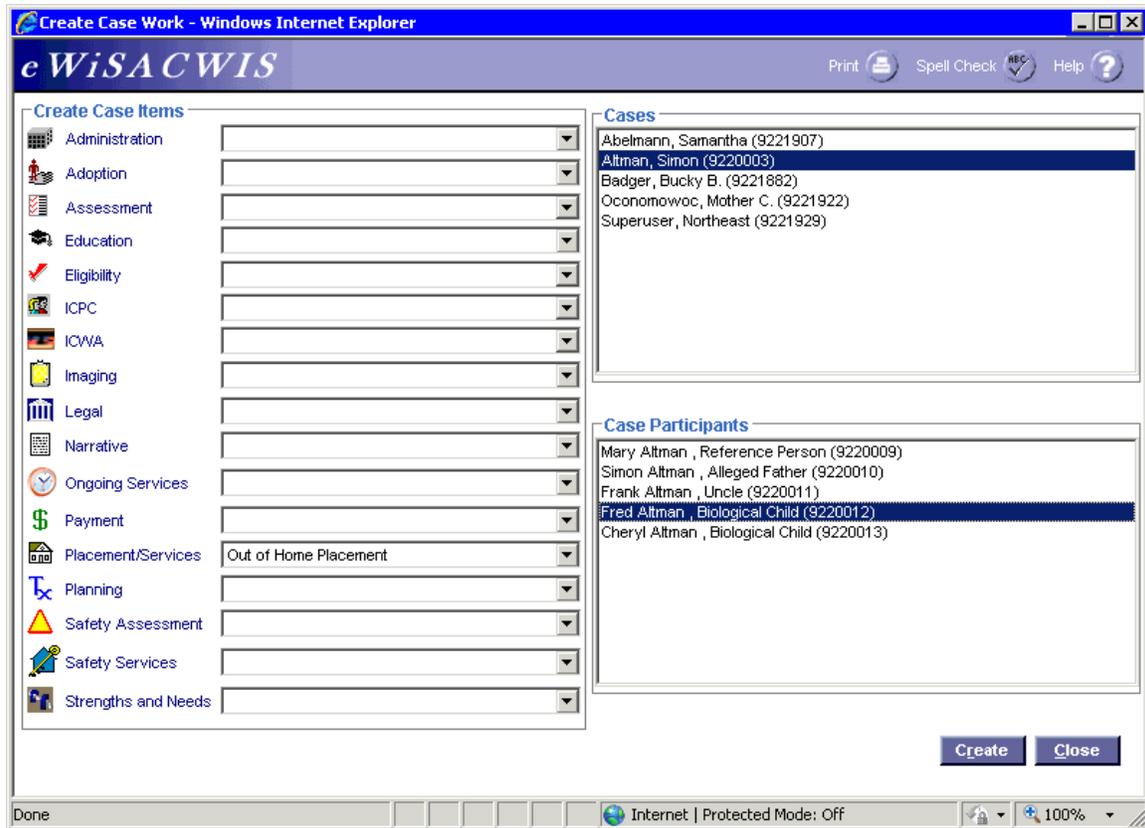
Hospital/Mental Health Facility placements that start placement episodes or fall between other Out of Home Placements (where there would be gaps in the placement record if you do not document the hospital stay) should be documented as Out of Home Placements. Hospital/Mental Health Facility placements documented in eWiSACWIS will not generate a payment.

Successful documentation of an Out of Home Placement or Service 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.

Hospital/Mental Health Facility Placements



Create Case Work Page

Step 1 of 4

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

Hospital/Mental Health Facility Placements

Out of Home Placement

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: 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: Mental Health - Inpatient

Service Type: Mental Health Inpatient -- NON PAY

Placement Setting: Hospital

Child Specific Rate: \$0.00 per

Current Basic Rate:

Supplemental Amount:

Exceptional Amount:

Administrative Fee: \$0.00

Costs > Spending Limit: \$0.00

Current Monthly Payment:

Child Removal From Home Information

Manner: Court Ordered **Primary Caretaker:** Marv Altman

Options: [Go] [Save] [Close]

Done Trusted sites

Out of Home Placement Page > Service Tab

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 the appropriate service category of Health Care Inpatient (Hospital) or Mental Health Inpatient.
- In the Service Type field choose the appropriate value.
- In the Placement Setting field choose Hospital.
- 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.

Hospital/Mental Health Facility Placements

Out of Home Placement

eWiSACWIS

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

Service **Provider**

This is a CPS Non-Compliant 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:

Child Removal From Home Information

Manner: Court Ordered
Primary Caretaker: Mary Altman
Caretaker Structure: Married Couple
Secondary Caretaker: Simon Altman

KIDS Referral

KIDS Referral

Referral applies to: Both parents

Is this referral in the best interest of the child? Yes No
Is this placement expected to be long term? 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? Yes No

Options: [Dropdown] [Go]

Save **Close**

Done Trusted sites 100%

Out of Home Placement Page > Service Tab (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.

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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: (empty). The "Provider Information" section includes: Name: AAA Agency (with a "Search" link), ID: 20170, and Contact: (empty). It also lists the actual name of the provider, C/O, street address (123 Camp Randall Avenue), city (Madison), state (WI), zip (53701), country, phone, fax, alt phone, and alt ext. Below this are sections for "Payment Information" (Parent Agency: AAA Agency, Target Pop: CHIPS - Abuse and Neglect (NYA - 61), Override Parent Agency rule checkbox, Total Clothing Allowance Disbursed: \$0.00) and "School District Information" (Provider's School District Code: Madison Metropolitan - 3269). There is also a "Kinship Care" section with a dropdown for "Relationship of Child to Kinship Provider". At the bottom, there is a "Split Payment" button, an "Options:" dropdown, a "Go" button, and "Save" and "Close" buttons. The browser status bar shows "Done" and "Trusted sites".

Out of Home Placement Page > Provider Tab

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.
- 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.