Out-of-State Placements

There may be instances where a child is placed by a particular county with a provider that resides outside of the state of Wisconsin. The basic principles surrounding the placement structure mirror the placement as if it were being documented for a home provider who resides in Wisconsin with one minor exception.

The rate for an out-of-state placement is captured on the actual Out of Home Placement instead of at the provider level. This allows the county to enter the rate as it has been established with that out-of-state provider without the state having to maintain those rates in each individual situation. Since the rate is child specific, the service type on the Maintain Service Types and Rate page must be set up as "Rate by Child Allowed."

Currently, counties have the ability to document out-of-state services for the following:

Foster Care
Group Home
Residential Care Centers
Kinship

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.

Out-of-State Placements
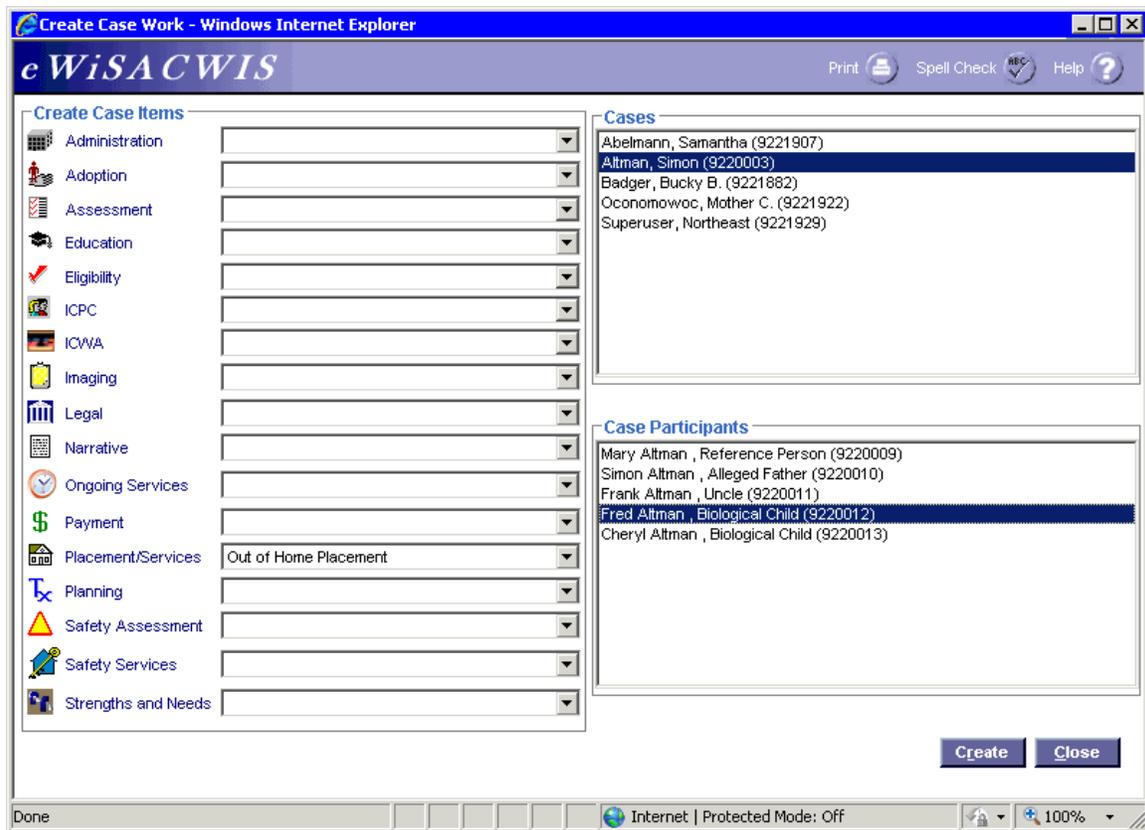
Create Case Work Page

Step 1 of 4

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

Out-of-State Placements

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 out-of-state category.
- In the Service Type field choose the corresponding out-of-state service.
- In the Placement Setting field choose the appropriate value.
- In the Child Specific Costs field enter the rate amount that equates to the provider's monthly or daily rate. After the amount is entered, select either Day or Month from the 'per' drop-down. Documentation of a child specific rate allows for either a monthly or daily amount.
- 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.

Out-of-State Placements

Out of Home Placement Page > Service Tab (continued)
Step 3 of 4
- Enter 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.

Out-of-State Placements

Out of Home Placement Page > Provider Tab
Step 4 of 4

- Click the Search hyperlink to launch the Search page and search for the out-of-state 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.
- Choose Out of State for the Provider's School District Code.
- Return to the Service tab.
- To approve the placement and to send it to your supervisor for approval, choose Options > Approval and click Go.
- Click Save and then click Close on the Out of Home Placement page.