

Receiving Home Placements

Receiving homes are licensed foster homes that receive a special compensation because of their willingness to take emergency placements on short notice. The special compensation can be a monthly rate that is above the monthly basic rate or a monthly stipend that is paid without consideration to a placement or both. Receiving homes, like any other foster home, are subject to the Uniform Foster Care Rate (UFCR).

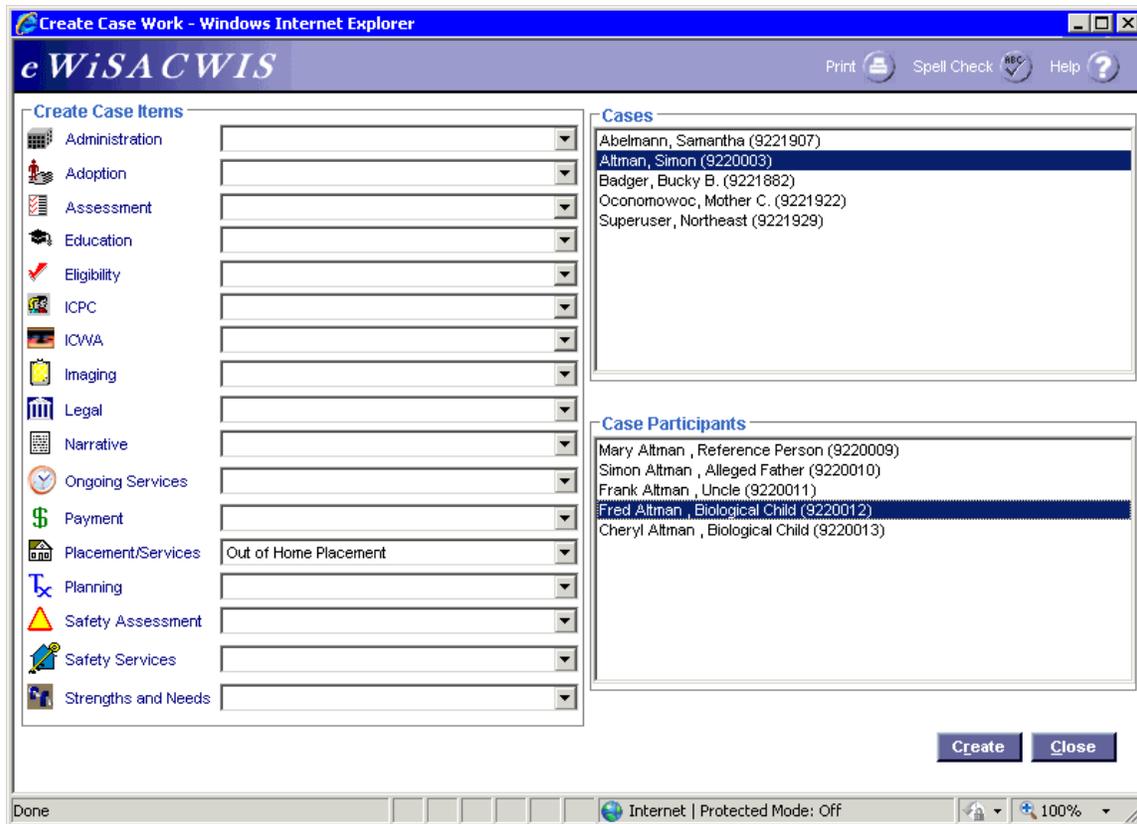
The documentation of a receiving home placement must be ended within 30 days of placement to coincide with policy; if the child remains in the same home, this does not mean you have an additional 30 days to complete the CANS. If the placement is to continue, a new placement and subsequent UFCR (reflecting actual supplemental and exceptional fees) should be created.

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.

Receiving Home Placements



Create Case Work Page

Step 1 of 5

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

Receiving Home Placements

Out of Home Placement - Windows Internet Explorer

eWiSACWIS

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

Service Provider

Placement Information

County: Milwaukee

Removed From Home: 02/04/2011

Placement Begin: 02/04/2011

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: Foster Care

Service Type: Foster Home (30 day Pre-CANS)

Placement Setting:

Child's Level of Need:

Provider's Level of Care:

Child Specific Costs: \$40.00 per Day

Current Basic Costs:

Supplemental Costs:

Exceptional Costs:

Administrative Costs:

Costs > Spending Limit:

Current Monthly Payment:

Options: [Dropdown] Go

Save Close

Done Internet | Protected Mode: Off 100%

Out of Home Placement Page > Service Tab

Step 2 of 5

- 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 Foster Care.
- In the Service Type field choose the “Foster Home (30 day Pre-CANS)” value.
- The Placement Setting field will be enabled after you have searched out a provider (See step 4 on page 5).
- 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.

Receiving Home Placements

The screenshot shows the 'Out of Home Placement - Windows Internet Explorer' window. The browser title bar includes 'eWiSACWIS' and navigation icons. The page content is organized into several sections:

- Child Information:** Child: Altman, Fred (9220012); Case Name: Altman, Simon (9220003); Request Number: (empty).
- Service/Provider Tabs:** The 'Service' tab is active. It contains several checkboxes: 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. To the right, there are labels for 'Administrative Costs:', 'Costs > Spending Limit:', and 'Current Monthly Payment:'.
- Child Removal From Home Information:** This section contains dropdown menus for 'Manner:' (set to 'Court Ordered'), 'Primary Caretaker:' (set to 'Simon Altman'), 'Caretaker Structure:' (set to 'Married Couple'), and 'Secondary Caretaker:' (set to 'Mary Altman').
- KIDS Referral:** A section with a dropdown for 'Referral applies to:' (set to 'Both parents'). Below are 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).
- Options:** A dropdown menu and a 'Go' button.
- Buttons:** 'Save' and 'Close' buttons are located at the bottom right.

The browser status bar at the bottom shows 'Done', 'Internet | Protected Mode: Off', and a zoom level of '100%'.

Out of Home Placement Page > Service Tab (continued)

Step 3 of 5

- Enter the Child Removal From Home Information if this placement is a removal from home.
- Select 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.

Receiving Home Placements

The screenshot shows the 'Out of Home Placement' application window. The title bar reads 'Out of Home Placement'. The application header is 'eWiSACWIS' with navigation icons for TM, Print, Spell Check, and Help. The 'Child' section at the top shows: Child: Altman, Fred (9220012), Case Name: Altman, Simon (9220003), and Request Number: [blank]. Below this are two tabs: 'Service' and 'Provider', with 'Provider' selected. The 'Provider Information' section includes: Name: Foster Home (with a Search hyperlink), ID: 9221098, and Contact: [blank]. It also has a field for 'Actual Name of Default/Historical Provider (if applicable):' and 'C/O:'. Address fields include Street: 111 W. Wilson St., City: Madison, State: WI, Zip: 53703, and Country: United States. Phone and Fax fields are present with 'Ext:' and 'Alt Phone: Alt Ext:' labels. An 'Email:' field is also shown. The 'Payment Information' section includes 'Parent Agency: Foster Home', 'Target Pop:' with a dropdown menu set to 'CHIPS - Other (NYA - 64)' and a 'Details' link, and an 'Override Parent Agency rule' checkbox. The 'Total Clothing Allowance Disbursed: \$0.00' is displayed. The 'School District Information' section has a 'Provider's School District Code:' dropdown menu set to 'Madison Metropolitan - 3269'. The 'Kinship Care' section has a 'Relationship of Child to Kinship Provider:' dropdown menu. At the bottom, there is a 'Split Payment' button, an 'Options:' field with 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 > Provider Tab

Step 4 of 5

- 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 foster home provider's name in the Parent Agency field and the payment is to go directly to the foster 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.

Receiving Home Placements

The screenshot shows the 'Out of Home Placement - Windows Internet Explorer' window. The page title is 'eWiSACWIS'. The browser's address bar shows 'Internet | Protected Mode: Off' and the zoom level is '100%'. The page content is organized into tabs: 'Child' and 'Provider'. The 'Child' tab is active, showing 'Child: Altman, Fred (9220012)', 'Case Name: Altman, Simon (9220003)', and 'Request Number:'. Below this, there are two tabs: 'Service' and 'Provider'. The 'Service' tab is active, displaying 'Placement Information'. This section includes several fields: 'County' (Milwaukee), 'Removed From Home' (02/04/2011), 'Placement Begin' (02/04/2011), 'Placement End' (00/00/0000), and 'VPA Effective' (00/00/0000). There are also dropdown menus for 'Service Category' (Foster Care), 'Service Type' (Foster Home (30 day Pre-CANS)), and 'Placement Setting' (Treatment Foster Home - Non-Relative). A 'Child's Level of Need' section shows 'Provider's Level of Care: 3'. A 'Child Specific Costs' field is set to '\$40.00 per Day'. Below these fields, there are sections for 'Removal Reasons' (with checkboxes for Adoptive, CPS Non-Conforming, Emergency, After Hours, and American Indian child) and 'Costs' (including Current Basic, Supplemental, Exceptional, and Administrative costs, and a 'Current Monthly Payment' field). At the bottom of the form, there is an 'Options:' dropdown menu and a 'Go' button. To the right, there are 'Save' and 'Close' buttons.

Out of Home Placement Page > Service Tab

Step 5 of 5

- In the Placement Setting field, choose the appropriate value.
- 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.