



DATE: March 1, 2022

TO: DMCPs

CC: Wellpoint Care Network, Children's Wisconsin, Professional Services Group

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Division of Milwaukee Child Protective Services

Memo: Requirements for Re-Confirming Safe Environments upon receipt of alleged maltreatment report for children in out-of-home care

PURPOSE

This Division of Milwaukee Child Protective Services (DMCPs) memo details the requirements when there is an alleged child maltreatment report received by DMCPs Access for any child placed into an out-of-home care (OHC) setting and with a placement strip.

BACKGROUND

When a report of alleged maltreatment is received regarding an out-of-home care provider, a Re-Confirming Safe Environment (RCSE) will be required for children/youth served by DMCPs in that placement at the time of the report of alleged maltreatment. This applies both to reports that have been screened-in and screened-out.

PROCEDURE

For all children in an out-of-home placement where there is a new report of alleged maltreatment, the following is required to be completed:

1. The assigned case management agency is required to re-assess for safety utilizing the RCSE procedure outlined in [Wisconsin Ongoing Services Standards](#) and the Division of Safety and Permanence (DSP) [Policy Confirming a Safe Environment when Children are Placed in Out of Home Care](#) within 5 days of the report's screening date.
2. The screening Supervisor or Program and Policy Analyst (PPA) reviewing the report may request a shorter response time. The assigned case management agency is required to follow the recommendations of the screening supervisor and PPA.
3. The assigned case management agency is required to document, in a case note, the interaction that occurred while completing the RCSE procedures within 72 hours of completing the visit. This includes addressing the concerns noted by the screening supervisor.
4. When applicable, the assigned case management agency is also required to complete the RCSE document in eWISACWIS. In the RCSE document, within the first narrative box in the reconfirming tab, the child welfare case manager should indicate that the purpose of the RCSE is to address the alleged maltreatment. Information regarding the allegations and what was done to assess safety in the placement should be



documented there as well. Documentation of the RCSE will be completed within 72 hours of completing the visit.

5. The CSE and RCSE documents in eWiSACWIS are not required for the following OHC placement settings. A safety assessment of the placements listed below is still required within 5 days of the referral screening date. This safety assessment should be documented in eWiSACWIS as a case note within 72 hours of the contact.
 - a. Voluntary kinship care home
 - b. Juvenile correctional institution
 - c. Shelter care facility
 - d. Adult correctional facility
 - e. Secure detention facility
 - f. Hospital
 - g. Supervised independent living placement

Additional Requirements when there are Screened-In Allegations of Maltreatment

The case management agency will work jointly with Initial Assessment on any report that is screened in. The primary role of Initial Assessment in these situations is to assess for Present Danger Threats. This face-to-face interaction with the child does not replace the requirements for a RCSE noted in this memo. The case management agency is still required to complete a RCSE, document these efforts, and control for safety of the child.

NOTE: An OHC placement is the safety control response for children placed into OHC. When there are allegations of unsafe conditions in an OHC placement, DMCPs is unable to safety plan for children residing in the OHC placement and under DMCPs jurisdiction. Children not under DMCPs jurisdiction (i.e. provider's biological children, etc.) can be subject to a safety plan in the OHC provider's home.

The Division of Milwaukee Child Protective Services and Case Management program partners share the commitment to ensure the safety of every child placed into an out-of-home care setting.

This memo is to be used in conjunction with the Wisconsin's Ongoing Services Standards and the Division of Safety and Permanence's policies relating to safety in out-of-home care.