

Department of Health Services

Kitty Rhoades
Secretary

Department of Children and Families

Eloise Anderson
Secretary



DHS Area Administration

DCF Regional Operations

State of Wisconsin

Scott Walker
Governor

Updated 1/15/16

**DHS/DCF COUNTY AGENCY REPORTS
DUE TO REGIONAL OR CENTRAL OFFICE IN 2016**

	Date	Agency	Report
1)	February 1	DHS	Adult COP Plan Update: Legacy Waiver Counties Only Contact: Sandy.Blakeney@dhs.wisconsin.gov DHSCOP@dhs.wisconsin.gov
2)	February 4	DCF	2015 Independent Living Annual Report Contact: Christine.Lenske@wisconsin.gov
3)	March 15	DHS	2015 Alzheimer's Family and Caregiver Support Program Annual Fiscal Report Contact: Lynn.Gall@wisconsin.gov
4)	March 25	DHS	Final Human Services Programs Cost Report Contact: JustinC.Brown@dhs.wisconsin.gov
5)	March 25	DHS	Final IM-RMS Income Maintenance Report Contact: JustinC.Brown@dhs.wisconsin.gov
6)	March 25	DHS	Final IM-RMS Direct Expense Report Contact: JustinC.Brown@wisconsin.gov
7)	March 31	DCF	2015 Promoting Safe and Stable Families (PSSF) Annual Report Contact: Holly.Best@wisconsin.gov
8)	March 31	DHS	Birth to 3 Program Reconciliation Contact: SarahKate.Johnson@wisconsin.gov
9)	March 31	DCF/DHS	Final DCF/DHS Shared Cost Report Contacts: Sue.Losen@wisconsin.gov (DCF) JustinC.Brown@dhs.wisconsin.gov (DHS)
10)	April 30	DHS	F-20942 (Formerly DDE942) – Expense Report for Human Service Programs Contact: Michael.Christopherson@wisconsin.gov
11)	April 30	DHS	F-22540 (Formerly HSRR) – Human Services Revenue Report Contact: Michael.Christopherson@wisconsin.gov
12)	May 1	DHS	Final SAP-SIS Submission https://www.dhs.wisconsin.gov/aoda/sapsis/index.htm Contact: Christine.Niemuth@wisconsin.gov

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| 13) | May 2 | DHS | Substance Abuse Block Grant Report
Contact: Kristina.Moelter@wisconsin.gov
Counties to submit information via select survey |
| 14) | May 2 | DHS | Mental Health Block Grant Plan & Report
Contact: Ryan.Stachoviak@wisconsin.gov |
| 15) | May | DHS | CY 2015 Cost Reports for WIMCR (Wisconsin Medicaid Cost Reporting)
Contact: WIMCR@pcgus.com |
| 16) | June 30 | DHS | IMD Regular Relocations
https://www.dhs.wisconsin.gov/sca/2015/18r.pdf
(Link to 2015-18r Appendix R) – Profile # 559

IMD OBRA Nursing Home Relocation
https://www.dhs.wisconsin.gov/sca/2015/24x.pdf
(Link to 2015-24x Appendix X) – Profile# 571

Matching Funds to Federal Financial Participation for Medicaid Covered Services under DHS 34, 36, or 63
https://www.dhs.wisconsin.gov/sca/2015/57bd.pdf
(Link to 2015-57 Appendix BD) – Profile #517

(These reports are required from select counties)
Contact: Maura.Klein@wisconsin.gov |
| 17) | July 1 | DHS/DCF | Public Participation Planning Process
Contact: Regional Area Administrator |
| 18) | Mid-late
September | DHS | Birth to 3 Program Year End Data Certification
Contact: SarahKate.Johnson@wisconsin.gov |
| 19) | September 30 | DCF | CY 2016 Amendments (if any) to Title IV-E Reimbursement Due for Legal Services, eWiSACWIS Costs and Foster Parent Training
Contact: Keo.Lo@wisconsin.gov (Legal Services)
Andrew.Kleps@wisconsin.gov (eWiSACWIS Costs)
Lindsay.Wood@wisconsin.gov (FP Training)
Michelle.Rawlings@wisconsin.gov |
| 20) | September 30 | DHS | Children's COP Plan
Contact: Alyssa.zirk@dhs.wisconsin.gov |
| 21) | October 31 | DCF | CY 2017 Title IV-E Reimbursement Applications Due for Legal Services, eWiSACWIS Costs and Foster Parent Training
Contact: Keo.Lo@wisconsin.gov (Legal Services)
Andrew.Kleps@wisconsin.gov (eWiSACWIS Costs)
Lindsay.Wood@wisconsin.gov (FP Training)
Michelle.Rawlings@wisconsin.gov |
| 22) | October 31 | DCF | Child Care Annual Agency Summary (DCF-F-425E) Child Care Fraud Plan
Contact: BRO Child Care Regional Coordinator |
| 23) | November 1 | DHS | Birth to 3 Program October 1 Child Count Certification
Contact: SarahKate.Johnson@wisconsin.gov |
| 24) | November 20 | DHS | Intoxicated Driver Program Supplemental Funds Request
Contact: LeeAnn.Cooper@wisconsin.gov □ |

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| 25) | December 2 | DCF | 2017 Independent Living Work Plan
Contact: Christine.Lenske@wisconsin.gov |
| 26) | December 31 | DHS/DCF | 2017 Signed State/County Contracts for Social Services
and Community Programs
Contact: Regional Area Administrator |
| 27) | December 31 | DHS | 2017 Alzheimer's Family and Caregiver Support Program
Annual Budget
Contact: Lynn.Gall@wisconsin.gov |

* Please note that these dates are intended to be guidelines -- submission dates are subject to change.

** Please send updates to Taylor Thompson – taylor.thompson@wisconsin.gov