

WISCONSIN DEPARTMENT OF CHILDREN AND FAMILIES
Division of Family and Economic Security
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TO: W-2 Manual Holders

FROM: Rebecca Schwei, Chief
Wisconsin Works Policy Section

RE: Wisconsin Works Manual
Release 12-02

DATE: February 17, 2012

EFFECTIVE DATE: Immediately

The effective date of the change is the date of publication. However, if the change was announced through an Operations or Administrator's Memo, the change is effective on the date identified in the memo. If there is a different effective date or implementation schedule other than the publication date or the date identified in the Operations or Administrator's Memo, it will be highlighted below.

CHANGES

- Chapter 12 Sections 12.2.1, 12.2.3, *Request for a Wisconsin Works (W-2) Fact Finding Review* form (10783) and *Fact Finding Review Denial Notice* form 2686 were updated to allow Fact Findings because the individual believes that their Case Management Services for Job Ready (CMJ) placement was inappropriate.
- Chapter 15 [Operations Memo 12-01](#) has been incorporated in to the Manual. It includes reorganization of the chapter and updated Child Support cooperation policy.
- Appendix - Activity Codes The activity code CJ – Job Search CSJ has been removed.
- Glossary The following terms have been added to the Glossary: Applicant, Barrier Screening Tool (BST), Client Assistance for Re-employment and Economic Support system (CARES), Public holiday, Refugee Cash Assistance (RCA) and Refugee Medical Assistance (RMA), Supplemental Security Disability Income (SSDI), Supplemental Security Income (SSI), Two-parent household, W-2 Employment Positions, and Working day.