


To: DCF/DMCPS Administrator
DCF Area Administrators
Child Placing Agency Directors
Child Welfare Agency Directors
County Departments of Community Programs Directors
County Departments of Human Services Directors
County Departments of Social Services Directors
Group Home Providers
Tribal Social Service/Indian Child Welfare Directors
Private Child Placing Agencies
Residential Care Center Providers
Shelter Care Providers
Tribal Chairpersons

From: Wendy Henderson
Administrator 

Re: Periodic Permanency Plan Review Requirements

PURPOSE

The purpose of this memo is to introduce an enhancement to the **Permanency Plan Detail Report SM08X136** that will assist local child welfare agencies in meeting federal requirements for frequency of permanency plan reviews. This memo describes which areas of practice are affected and provides guidance on using the report.

BACKGROUND

Wisconsin Stat. s. 48.38(5)(a) states that the court or a review panel shall review the permanency plan for each child for whom a permanency plan is required at the frequency described below:

- not later than six months after the date on which the child was first removed from his or her home,
- and every six months after a previous review for as long as the child is placed outside the home,
- except for the hearing that is required to occur not later than 12 months after the date on which the child was first removed from their home.

For Child Protective Services (CPS) and child welfare out-of-home cases, a child's permanency plan must be reviewed by the court or review panel every 12 and six months respectively. 12-month hearings occur before the judge and are scheduled with the court clerk. Six-month reviews occur either before a review panel, or in some counties, before the judge. It is important that these reviews and hearings are occurring timely to ensure the child's permanency plan is reviewed as required in statute.

INFORMATION SUMMARY

Wisconsin's 2018 Final Report from Round 3 of the Child and Family Services Review (CFSR) found that the performance areas of timely six-month permanency plan reviews were an area needing improvement. As a result, DCF was required to develop an initiative to target and improve performance related to timeliness of permanency plan reviews. The federal standard requires a statewide system to ensure that a periodic review for each child occurs no less frequently than once every six months, either by a court or by administrative review.

Current data indicates that roughly two-thirds of six-month permanency reviews are occurring timely across the state of Wisconsin. Timely reviews are important for achieving permanence.

The Permanency Plan Detail Report contains information related to the permanency plan, concurrent plan, hearings and reviews, and proportions of concurrent planning determinations for children who are in out-of-home care (OHC) during the reporting period. The Permanency Plan Detail Report has been updated to include timely six-month reviews for tracking purposes. The updated version of this report is live and ready to use. The report can be accessed through the Child Welfare Dashboard within eWiSACWIS on the "Quick Links" tab.

Policy staff from the Division of Safety and Permanence will be reviewing permanency plan review requirements and the revised Permanency Plan Detail Report functions at regional meetings with supervisors and coordinators.

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