

**FOSTER CARE
AND
KINSHIP CARE**

WISCONSIN SHARES

01/29/2026

Wisconsin Shares Child Care does not allow Categorical Eligibility for any groups of family types.

Foster care, Subsidized Guardians, Interim Caretakers, Tribal Placements, and Relatives with Court-Ordered Placement who receive the Kinship Care payment must all complete the same eligibility determination process including verification of approved activity just as all other families are required to do.

Out of Home Placements

Foster Care or Subsidized Guardians

Foster Care children do not have a Wisconsin Shares copay. (They still may have a parent share.)

Financial eligibility is based on the biological/adoptive parents' income at the time of removal.

Natural Parents Income is verbally obtained from CPS.

Court Ordered Kinship

Children with a Court Ordered Placement **AND** receive a Kinship Payment do not have a Wisconsin Shares copay. (They still may have a parent share.)

Financial eligibility is based on the biological/adoptive parents' income at the time of removal. This is obtained verbally from CPS.

Children with Court Ordered Placement and do **NOT** receive a Kinship Payment, Financial eligibility is based on the Kinship Family's income and will have a minimal Wisconsin Shares copay.

Non-Court Ordered Kinship

Children that do not have a Court Ordered Placement will have a minimal Wisconsin Shares copay.

Financial eligibility is based on the Kinship Family's household income, regardless of whether they receive a Kinship Payment.

Not all Foster Care homes are licensed by local County Human Services.

Some are licensed by private agencies, such as Lutheran Social Services, Catholic Charities' or Children's Hospital.

Worker should contact the child placing agency for the natural parent's income and placement information.

Ask them for name of their social worker and worker will email social worker to get verification of the FC/KC placement and natural parent's information.

Eligibility

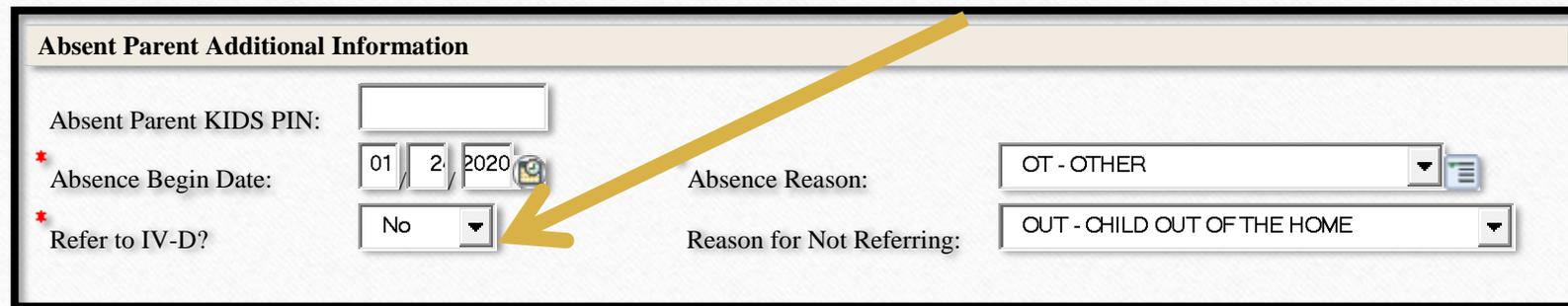
Mandatory Verification Items for Wisconsin Shares

- Identity for all parents in the assistance group
- Citizenship or qualified immigration status for children which Wisconsin Shares is requested for
- Social Security number or proof of an application for all children which Wisconsin Shares is requested for
- Wisconsin Residency and Residence (home address)
- Approved Activity participation of all parents in the assistance group
- Foster/Kinship Care child's natural parents income at time of placement
- Foster/Kinship Care Placement
- Kinship Payment

Exemptions to Cooperating with the Child Support Agency

Foster Parents, Relatives or Non-Relative adults caring for a child are not required to cooperate with the Child Support Agency for a child that is not their biological or adopted child.

Do not refer to Child Support on the Absent Parent page in CWW



Absent Parent Additional Information

Absent Parent KIDS PIN:	<input type="text"/>		
* Absence Begin Date:	01 / 2 / 2020	Absence Reason:	OT - OTHER
* Refer to IV-D?	No	Reason for Not Referring:	OUT - CHILD OUT OF THE HOME

Not subject to Asset Testing

Foster Parents, Subsidized Guardians, Interim Caretakers, Relatives with Court-Ordered Placement who receive Kinship Care payment, and children in tribal placement homes under a substantially similar Wisconsin tribal law, **are not subject to the asset test.**

If Wisconsin Shares Child Care subsidy is needed for any of their biological children, the asset test will be part of the eligibility determination.



Financial Eligibility

Financial Eligibility

- Financial eligibility for Foster families, Subsidized Guardians, Interim Caretakers, and Relatives with Court-Order Placement who receive a Kinship Care Payment is first based on the natural parent's income, which is tested at 200% of the Federal Poverty Level (FPL);
- If the natural parent income exceeds that limit, financial eligibility is then based on the caretaker household income and is tested at 200% FPL.
- Other Kinship Care Relatives that do not receive a Kinship Payment, then eligibility is based on the Kinship Relatives income.

Financial Eligibility Exception

Parents requesting Wisconsin Shares Child Care do not need to provide verification of their earnings if they are requesting care for only out-of-home care placement children.

Workers must obtain the biological or adoptive parent income and family size at the time the child was removed from the home. This information is available from Child Protective Services (CPS) or placement agency.

If the CPS worker is unable to provide the biological or adoptive parents' income and AG size, the child shall be considered financially eligible.

This Financial Eligibility determination and Verification Process is separate from the requirement that all parents Must Verify Participation in an Approved Activity as stated in Section 7.8.

Non-Financial Eligibility

Non-Financial

- Identity for all parents in the assistance group
- Citizenship or qualified immigration status for children which Wisconsin Shares is requested for
- Social Security number or proof of an application for all children which Wisconsin Shares is requested for

- Wisconsin Residency and Residence (address)
- Approved activity participation of all parents in the assistance group.
- Foster /Kinship Care Placement
- Receipt of Kinship payment

Verifying Child Placement

- Any out of home placement of a child **must be verified** with the court order or temporary CPS placement paperwork
- This does not apply to adults acting in place of a parent and/or those without a court ordered placement.
- Verification supports the type of eligibility determination that will be used and any special policies for which the family may be eligible.

Court Orders from states other than Wisconsin are acceptable.

Letter from CPS agency must contain: name and address of placement parent, name and date of birth of child, date placement began, end date of placement (if applicable), name and telephone number of case worker, and date the letter was completed.

DCF Form DCF-F-5190-E.

Verification of Out-of-Home Placement for Wisconsin Share Eligibility

Use of form: Use of this form is voluntary; however, the information must be provided. This form may be used in substitution of the following documents for foster care/subsidized guardianship/interim caretaker situations: a current Voluntary Placement Agreement, current Temporary Physical Custody order, current court order under Wisconsin Statutes Chapters 48 or 533 or any Wisconsin tribal law that is substantially similar to Wisconsin Statutes Chapters 48 or 533. This form may be used in substitution of the following documents for relatives with court-ordered placement of a child: current court order under Wisconsin Statutes Chapters 48 or 535 or any Wisconsin tribal law that is substantially similar to Wisconsin Statutes Chapters 48 or 533. Voluntary kinship or guardianship under Chapter 54 or any Wisconsin tribal law that is equivalent to Chapter 54 cannot be verified using this form and only the current court order can be used to verify those placements. This form is verification of a child's or youth's placement in foster care/subsidized guardianship/interim caretaker situations or with relatives under a court order.

DATE: _____

TO: _____
Name - Local Wisconsin Share Agency

FROM: _____
Name - Representative of Placing Agency

Title

Name - Placing Agency

RE: Verification of the placement of a child in out-of-home care for the purposes of Wisconsin Share eligibility determination.

Name - Child Placed in Out-of-Home Care

Date of Birth

This is to verify that the above child has been placed with the following provider:

- Foster Home
- Relative with Court-Ordered Placement
- Subsidized Guardian
- Interim Caretaker

Name - Out-of-Home Care Provider

Address - (Street, City, State, Zip Code)

The effective date of the child's placement is: _____
mm/dd/yyyy

The effective end date, if applicable, of the child's placement is: _____
mm/dd/yyyy

Contact me at the following telephone number if you have questions regarding this child or the placement.

Name - Child Welfare Agency Caseworker

Telephone Number - Caseworker

Date Form Completed



To verify Employment or Self Employment as an Approved Activity

- Paystubs
- an EVFE
- FDSH (with parents verbal approval)
- Tax Returns
- SEIRFs (in limited circumstances)



What about Self Employment And Authorized Hours

Foster Care parents, Subsidized Guardians, and relatives with court-ordered placement receiving Kinship Care payment are not subject to the authorization limits.

For the children placed in these homes. Justification for authorized hours must be documented in CSAW comments.

The “Hobby” limit rule still applies for ongoing SEI.

If they receive a Kinship Care Payment, then it must be verified.

**Coding Foster Care
and**

**Kinship Care
Correctly in CWW**

**The following CWW pages are used in Child Placement situations.
Entries on these pages affect eligibility determination:**



The Kinship and Foster Care questions must be answered correctly on the Benefits Received page in CWW in order for CWW to determine financial eligibility correctly and to assign the correct copay type in CSAW.

HOUSEHOLD RELATIONSHIP

Household Relationships

The Assistance Group(AG) is determined by how members of the household are related to each other and to the applicant or by who is caring for or filling a parental role of a child.

If entries are not correct, the AG is not determined correctly.

Reminders for this page for ALL child placements:

- Correctly identifying who is filling a parental role of a child is crucial in correctly determining the correct assistance group for a child placement case.
- Foster parents, Relatives, subsidized guardians, and interim caretakers must be indicated as <Filling Parental Role>.

FOSTER CARE

Select: NOT- Not Related – to indicate the relationship (unless they are related)

Select: YES- For Filling the Parental Role

Household Relationships

Reference Person	
Individual:	JAKE FOSTER 4M NOT
Last Updated: 04/01	
MOM FOSTER 24F P	
* Mom is the:	NOT - NOT RELATED of Jake, *Effective: 04 / 2014
* Verification:	NQ - NOT QUESTIONABLE
Mom also:	
▪ Purchases & Prepares Meals with Jake	Yes
▪ Has Legal Custody of Jake	No
▪ Is an Essential person for Jake	No
* Is Caring for Jake	No
* Is Filling Parental Role for Jake	Yes
▪ Is LTC Tax Dependent of Jake	No
DAD FOSTER 24M HUS	
* Dad is the:	NOT - NOT RELATED of Jake, *Effective: 04 / 2014
* Verification:	NQ - NOT QUESTIONABLE
Dad also:	
▪ Purchases & Prepares Meals with Jake	Yes
▪ Has Legal Custody of Jake	No
▪ Is an Essential person for Jake	No
* Is Caring for Jake	No
* Is Filling Parental Role for Jake	Yes
▪ Is LTC Tax Dependent of Jake	No

Individual: JAKE FOSTER 4M NOT Updated on or before: MM / DD / YYYY Go

KINSHIP CARE

- Indicate how the Kinship Parent is related to the child
- Select: YES- For Filling the Parental Role

Reference Person			
Individual:	DAVID KINSHIP NEPHEW 0M NEP	Last Updated:	11/16/2018
MOM KINSHIP 20F PP			
* Mom is the:	AUN - AUNT	of David, *Effective:	11 / 2018
* Verification:	NQ - NOT QUESTIONABLE		
Mom also:			
▪ Purchases & Prepares Meals with David	Yes	* Is Caring for David	No
▪ Has Legal Custody of David	No	* Is Filling Parental Role for David	Yes
▪ Is an Essential Person for David	No	▪ Is LTC Tax Dependent of David	No
ELLIE DAUGHTER 6F DAU			
* Ellie is the:	FCO - FIRST COUSIN	of David, *Effective:	11 / 2018
* Verification:	NQ - NOT QUESTIONABLE		
Ellie also:			
▪ Purchases & Prepares Meals with David	Yes	* Is Caring for David	No
▪ Has Legal Custody of David	No	* Is Filling Parental Role for David	No
▪ Is an Essential Person for David	No	▪ Is LTC Tax Dependent of David	No

BENEFITS RECEIVED PAGE

BENEFITS RECEIVED PAGE

Entries on this page are very important!

-
- The Kinship and Foster Care questions must be answered correctly on the Benefits Received page in CWW in order for CWW to determine financial eligibility correctly and to assign the correct copay type in CSAW.
 - Verification of a court order and kinship payment affect how eligibility is determined and the subsidy amount.
 - CWW will now pend for the court order.
 - Only indicate kinship or foster information for the ***child*** who has the relationship.
 - Kinship Care payment **must** be verified if received.
 - The **Manual Child Care eligibility page** is triggered and the biological parent's income is tested at 200% FPL when:
 - YES** is entered for foster/guardianship and foster court order; or
 - YES** is entered for Kinship Relationship, Kinship Court Order, and Kinship Payment

Benefits Received (1 of 2): Foster Care

Foster Care children do not have a Wisconsin Shares copay and financial eligibility is based on the biological/adoptive parents' income at the time of removal, unless natural parents income was higher than 200%FPL, then Foster parents income counts.

Benefits Received [1 of 2]

Effective Period
* Begin Month: 11 / 2018 Last Updated:

Additional Information
* Individual: SUSIE FOSTER CHILD 7F NOT

Has the individual received any of the following benefits?

* Other State SNAP:	<input type="text"/>	* Verification:	<input type="text"/>
* Tribal Commodities:	<input type="text"/>	* Verification:	<input type="text"/>
* SSDI Payments:	No	Verification:	<input type="text"/>
* SSI Payments:	No	Verification:	<input type="text"/>
* SSI Letter:	<input type="text"/>	* Verification:	<input type="text"/>
* Foster Care/Subsidized Guardianship:	Yes	Verification:	CO - COURT ORDER
Foster Care Court Order?:	Yes		
* QDWI Referral:	<input type="text"/>	* Verification:	<input type="text"/>

Obsolete Information
* Other State AFDC: * Verification:
* General Relief:

Enter New Begin Month MM / YYYY

Note: A red callout box points to the individual name "SUSIE FOSTER CHILD 7F NOT" with the text "Entries for the foster child." A red box highlights the Foster Care/Subsidized Guardianship and Foster Care Court Order fields.

Benefits Received (2 of 2): Kinship Care Court Ordered Kinship and Kinship Payment

Children with a Court Ordered Kinship Placement and receives a Kinship Payment do not have a Wisconsin shares copay and their income is based on the natural parents income at the time of removal, unless natural parents income was higher than 200%FPL.

Benefits Received [2 of 2]

Effective Period
• Begin Month: 11 / 2018 Last Updated:

Additional Information
Has the individual received any of the following benefits?

• Kinship Relationship:	Yes ▾
• Kinship Care Payment:	Yes ▾
• Kinship Court Order?:	Yes ▾
• TANF Services:	Yes ▾
• SSI 1619(b):	No ▾
• Inpatient / Outpatient Drug or Alcohol Treatment:	▾
• Non-gaming Tribal Income:	▾
• Medicaid Programs Not Determined in CARES:	▾

Verification: CO - COURT ORDER ▾

• TANF Type: BB - Broad Based Categorical Eligibility ▾

• Verification: ▾

Entries for a court-ordered kinship child

Enter New Begin Month: MM YYYY Go

Court Order Kinship Children and No Kinship Payment

Children with a Court Ordered Kinship Placement and do not receive a Kinship Payment will have a minimal Wisconsin shares copay and their income is based on the Kinship Relative's household income.

Benefits Received [2 of 2]	
Effective Period	
* Begin Month:	07 / 2019
Last Updated: 07/16/2019	
Additional Information	
Has the individual received any of the following benefits?	
* Kinship Relationship:	Yes
* Kinship Care Payment:	Yes
* Kinship Court Order?:	No
* TANF Services:	Yes
* SSI 1619(b):	No
* TANF Type:	BB - Broad Based Categorical Eligibility

No Kinship Care Payment

Non-Court Ordered Kinship children

With or Without the Kinship Payment

Children that do not have a Court-Ordered placement do have a minimal copay and their financial eligibility is based on the Kinship Relative's household income, regardless of whether they are receiving the Kinship Care Payment

Benefits Received [2 of 2]

Effective Period

* Begin Month: 07 / 2019 Last Updated: 07/16/2019

Additional Information

Has the individual received any of the following benefits?

* Kinship Relationship:	Yes ▾
* Kinship Care Payment:	Yes ▾
* Kinship Court Order?:	No ▾
* TANF Services:	Yes ▾
* TANF Type:	BB - Broad Based Categorical Eligibility ▾

Verification: AF - AGENCY FORM ▾

* SSI 1610(b):

No Court Order

Non-Court Ordered Kinship children

continued

Children that do not have a Court-Ordered placement do have a minimal copay and their financial eligibility is based on the Kinship Family's household income

Benefits Received [2 of 2]	
Effective Period	
* Begin Month:	07 / 2019
Last Updated:	07/16/2019
Additional Information	
Has the individual received any of the following benefits?	
* Kinship Relationship:	Yes ▼
* Kinship Care Payment:	No ▼
* Kinship Court Order?:	No ▼
* TANF Services:	Yes ▼
* SSI 1619(b):	No ▼
Verification:	▼
* TANF Type:	BB - Broad Based Categorical Eligibility ▼

Pending for Child Placement

- Out of Home Placement of a child must be verified with the Court Order or temporary CPS placement paperwork
- This does not apply to adults acting in place of a parent and/or those without a Court Ordered placement.
- CWW will pend for FC/KC Court Orders on the Benefits Received Page

Pending for Court Order Foster Care

Benefits Received [2 of 2]

Effective Period

*Begin Month: / Last Updated: **03/07/2025**

Additional Information

Has the individual received any of the following benefits?

Kinship Relationship:	<input type="text" value="Yes"/>	Verification:	<input type="text" value="? - NOT YET VERIFIED"/>
*Kinship Care Payment:	<input type="text" value="Yes"/>	*TANF Type:	<input type="text" value="BB - Broad Based Categorical Eligibility"/>
*Kinship Court Order?:	<input type="text" value="Yes"/>	*Verification:	<input type="text"/>
*TANF Services:	<input type="text" value="Yes"/>	*Medicaid Programs Not Determined in CARES:	<input type="text"/>
*SSI 1619(b):	<input type="text" value="No"/>		
*Retirement Confirmed by SSA?:	<input type="text"/>		
*Inpatient / Outpatient Drug or Alcohol Treatment:	<input type="text" value="No"/>		
*Non-gaming Tribal Income:	<input type="text" value="No"/>		

Enter New Begin Month: /

Pending for Court Order Kinship Care

Benefits Received [2 of 2]

Effective Period

*Begin Month:

12 / 2022

Last Updated:

03/07/2025

Additional Information

Has the individual received any of the following benefits?

Kinship Relationship:

Yes ▾

*Kinship Care Payment:

Yes ▾

*Kinship Court Order?:

Yes ▾

■ TANF Services:

Yes ▾

■ SSI 1619(b):

No ▾

Verification:

? - NOT YET VERIFIED ▾

■ TANF Type:

BB - Broad Based Categorical Eligibility ▾

**MANUAL CHILD CARE
ELIGIBILITY PAGE**

Manual Child Care Eligibility

Income must be verified for the natural/adoptive parent.



The natural/adoptive parent's income can be obtained through CPS if the child is placed through the local agency.



If the child is placed through a private entity, the ESS worker should contact the placement parent's social worker to obtain the information.



This is the household income at the time the child was removed from the home.

Manual Child Care Eligibility Page

Manual Child Care Eligibility Cancel Reset

Natural Parent Information

Individual	Begin Month	Family Size	Total Income	Eligibility Result	Last Updated
COLTON NEPHEW 8M NEP	05 / 2020	2	\$ 500 . 00	S - Passes the income test	05/28/2020

Begin Month [MM / YYYY] Updated on or before [MM / DD / YYYY]

Add Case [Next]

Application Month

Biological family size just before child was removed

Monthly Income of biological parents just before child removed. Verifiable through CPS or social worker

Use the Income Limits listed in the CC Handbook 6.1.1 to manually determine eligibility against 200% FPL for family size

NOTE: When a passing code is selected the case will pass regardless of the income entered in the income field

Manual Child Care Eligibility Page Process

- Collect the natural parents income from the CPS worker and enter on AG size, the agency worker must enter on the Manual Eligibility page in CWW.
- The agency worker must manually determine the FPL based on the income amount and natural parents AG size.
- If income is 200%FPL or less, the worker must enter “S – Passes the income test” as the Eligibility Result.
- If the income is more than 200% FPL, the agency worker must enter “F – Fails the income test” as the Eligibility Result.
- Eligibility is then systematically tested against the caregiver household income at 200% FPL.
- If the caregivers’ household income exceeds 200% FPL, there is no eligibility for Wisconsin Shares Child Care subsidy.

**CWW has no way to pend for
the natural parents income,
worker must enter a “S”
during the intake to get off
the page.**

Manual Child Care Page Work Around

- The worker will need to do the “work around” to add text to VCL that this information is needed. Worker needs to then email or call the CPS worker to get this information
- If the CPS worker is unable to provide the biological or adoptive parents’ income and AG size, the agency worker must leave the Family Size and Total Income fields blank and enter “S – Passes the income test” as the Eligibility Result. The agency worker must enter a Case Comment that the CPS worker was unable to provide the information.

WORK AROUND PROCESS

On the General Case Information page, enter <? – Not Yet Verified> under Household Composition.

Add comments to the Verification Check List detailing the verification required.

Worker should contact the CPS worker to get the data if not found in CWW on the parents case.

Reminders !

When a child is adopted or no longer placed in the home, entries on the Household Relationships and Benefits Received pages **must** be changed.

The Manual Eligibility page must be updated to

<N-No longer a Court-Ordered Kinship or Foster Care child> and then the case will no longer pass under Manual Eligibility.

If the child was adopted, then the case will be subjected to the 200%FPL income test like an application--this is the case if they were not under 200% when they originally applied (based on caregiver's income); if the FC/KC parent's income was under 200% when they applied, then it tests them at 85% SMI

KINSHIP CARE REMINDERS

- For the purpose of Wisconsin Shares policy, approval to receive the Kinship Care payment qualifies as receiving the Kinship Care payment.
- Being on the Kinship Care payment wait-list does not qualify as receipt of a Kinship Care payment.
- Proof of Kinship Care approval may be provided by written confirmation or collateral contact with the Kinship Care Coordinator.

Note- that the confirmation must state that the Kinship Care payment has been approved. Stating that the family will probably receive the Kinship Care payment does not qualify as approval to receive a Kinship Care payment.

If the agency worker verifies the Kinship Care information through collateral contact, the agency worker must enter a case comment that includes the following:

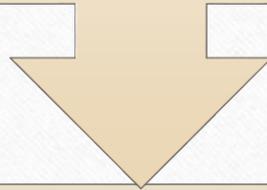
- ✓ the name and title of the individual that the agency worker spoke to,
- ✓ the date and time of the conversation, and
- ✓ whether or not the family has been approved to receive the Kinship Care payment.

This Financial Eligibility determination and Verification Process is separate from the requirement that all parents Must Verify Participation in an Approved Activity as stated in Section 7.8.

Child Care Budget Page

Child Care Budget and Results Pages

The Child Care Budget page displays the income for the assistance group. Normally, CSAW will use this page to calculate copayment, but in the case of foster and court-ordered placements, the copay is zero.



Use the Child Care Budget page to double-check that financial eligibility is being calculated correctly, using the current household income for the Non-Court Ordered placement cases.

Child Care Budget and Results Pages

Verify that the Eligibility Status is PASS. Also, check that the AG size is accurate and includes the placement parent(s) and placement child(ren).

Child Care Results

Grouping	Program	Sequence	Benefit Begin Date	Benefit End Date	Benefit Amount	AG Status	Eligibility Status	Reasons	Confirm?
CC 1	CC - CHILD CARE	1	06/01/2020		N/A	OPEN	PASS	301016	Yes <input type="button" value="v"/>

Child Care Budget

Gross Income

Assistance Group Overview

Assistance Group: **CC - CHILD CARE**  Sequence: **1**
 Eligibility Begin: **07/01/2020** Eligibility End:
 Determination Date: **06/01/2020**

Result

Assistance Group Status: **O - OPEN** Eligibility Status: **PASS**
 Child Care Gross Income Test: **FAIL**

Gross Income Test

Gross Self Employment Income: \$ —
 Self-Employment Allowable Expenses: — —
 Adjusted Self Employment Income: \$ —
 Gross Eamed Income: + **8,591.40**
 Unearned Income: + — 
 Assigned Child Support: + —
 Countable Gross Income: \$ **8,591.40**
 FPL: **393.51%**
 Assistance Group Size: **4**
 Gross Income Limit: \$ **4,039.00**  (Tested Against 185.00% FPL)

Foster Care/Court-Ordered placement with Kinship Payment cases should show reason codes 301 and 016.

Code 301-that the AG failed.
Manual Child Care Eligibility for KC/FC children

Code 016- Income exceeds the gross income limit



Note that if the Foster Care/Court-Ordered placement with Kinship Payment placement parents' income is less than 200% of the gross income limit, then the case will show as regular Wisconsin Shares.

CSAW Copayment

CSAW will automatically select the Copay Type based on the entries on the Benefits Received page in CWW.

If the incorrect copayment type is assigned, the Benefits Received page will need to be updated in CWW and eligibility will need to be run and confirmed again in order for CSAW to pick up the new copayment type.

Individual Details	
Name	Jack Acts
Date of Birth	01/01/2013
PIN	0585357498

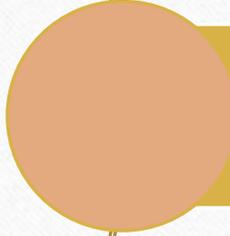
Child Copay/Special Need Details	
Effective Begin Date *	8/1/2019
Effective End Date	
Copay Type *	Non Court Ordered Kinship
Special Needs *	<input type="radio"/> Yes <input checked="" type="radio"/> No
Comments	
	0 of 500 characters.

Copay Type cannot be changed by worker in CSAW

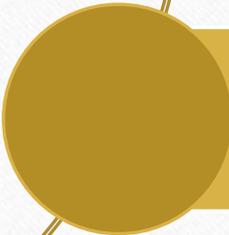
CSAW Copayments



FOS- Foster Care

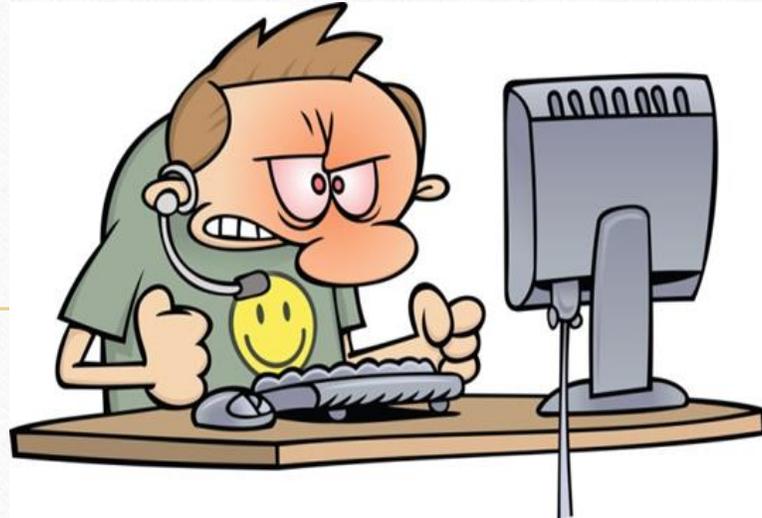


KIN- Court Order Kinship Care



NCK- Non Court Order Kinship Care

KNOWN WORK AROUNDS

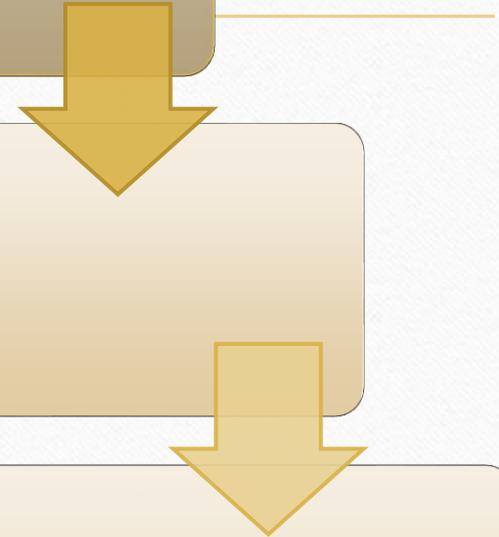


IN CWW

NATURAL PARENT'S
INCOME

INCOME

KINSHIP PAYMENT



Natural Parents Income

There is not a place to pend for the natural parents income on the Manual Child Care Eligibility page.

On the General Case Information page, enter <? – Not Yet Verified> under Household Composition.



Enter comments on the Verification Check List detailing what verification is required.



When verification is received, update the Manual CC Eligibility page

Income

Some cases might fail for over income if the correct income is entered on the EI page if there are other errors on other pages.

When several items on the case are pending and CWW can't determine what type of case it is yet

**ERRORS ON THE
HOUSEHOLD
RELATIONSHIP
PAGES COULD
CAUSE A CASE TO
FAIL
INCORRECTLY
FOR OVER
INCOME**

Kinship Payment

- CWW will not pend the case if a ? is entered on an Unearned Income Page
- On the General Case Information page, enter <? – Not Yet Verified> under Household Composition.
- Add comments to the Verification Check List detailing the verification required.
- Email Sarah Kasel in the Kinship Unit Sarah Kasel@countyofdane.com to get the required verification

Household Address

Find Matching Cases

* County of Residence:  Populate with office address (for homeless Primary Persons)

40 - MILWAUKEE COUNTY  

Number	Unit	Direction	*St / Rural Rt / Box Number	Suffix	Quadrant	Apt
100		 	MAIN	ST - STREET  	 	

Additional Address Info

*City	*State	*ZIP	Phone
MILWAUKEE	WI - WISCONSIN  	53214 - <input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/>

W-2 Geographical Area Override W-2 Geographical Area

Not Found  

*Address Verification   Post Office Suggested Address Verification
0

Contact Information

Work Phone: <input type="text"/> <input type="text"/> <input type="text"/> X <input type="text"/>	Message Phone: <input type="text"/> <input type="text"/> <input type="text"/> X <input type="text"/>
Cell Phone: <input type="text"/> <input type="text"/> <input type="text"/>	
Preferred Contact Method: <input type="text"/>  	Preferred Contact Time: <input type="text"/>  
Preferred Contact Method if Deaf or Hard of Hearing: <input type="text"/>  	

Household Information

* Language: E - ENGLISH   * Loss Of Contact: N - No 

* Household Composition Verification: ? - Not Yet Verified  



**Out of Home Placements
and
Other Benefits**

FoodShare

If Foster parent is applying for Food Share, it is up to them if they want their foster child in their FS group, if they do then the Foster Care Payment Income is budgeted.

If a Kinship Care parent is applying for Food Share then everyone in the household must be in the FS group.



FOOD SHARE case where the FOSTER child is not in the FoodShare assistance group

ON FOODSHARE REQUEST PAGE ENTER <NO> UNDER THE CHILD'S NAME

FoodShare Request

Individuals to be Included

* JESSI FOSTER PARENT 29F PP	Yes	* ROBERT CHILD 9M SON	Yes	* THOMAS CHILD 3M SON	Yes
* JOHN FOSTER CHILD 2M NOT	No				

Both pages need to be updated in order to Not include the foster child in the AG

ON HOUSEHOLD RELATIONSHIP
PAGE MARK <NO> TO PURCHASES
AND PREPARES MEALS

Household Relationships
JOHN FOSTER CHILDD 2M NOT

* John is the: NOT - NOT RELATED of Jessi, *E

* Verification: NQ - NOT QUESTIONABLE

John also:

* Purchases & Prepares Meals with Jessi	No	* Is Caring for Jessi	No
Has Legal Custody of Jessi	No	* Is Filling Parental Role for Jessi	No
* Is an Essential person for Jessi	No	Is LTC Tax Dependent of Jessi	No

BADGERCARE PLUS

- Children or youth placed into any of the following placements are Categorically eligible for Foster Care Medicaid:
 - Foster Care
 - Subsidized guardianship
 - Court-ordered Kinship Care
- Eligibility determinations for Foster Care Medicaid are not the responsibility of the IM income maintenance agency
- Child welfare agencies determine eligibility for Foster Care Medicaid when a child has been removed from the home and enters an out-of-home care placement
- Caretakers may apply for health care for themselves
- Non Court-ordered Kinship care cases will need to apply for BC for the child(ren)



**RECAP OF
WHAT

WE LEARNED**

Foster, Subsidized Guardianship, and Interim Caretaker

- Verify child placement
- Faxed CC application form from CPS can be used. The date received determines the RFA date, not the date signed by the foster parent
- Not required to Cooperate with the Child Support Agency
- Allowable to take up to 30 days to provide verification
- Copay Type: **FOS**
- Self-declared need for ongoing self-employment authorized hours
- Not subject to the Asset Test

CWW Entries

HH Relationships:

- Enter Not - Not Related or actual relationship if applicable
- Enter Yes for Filling Parental Role

Benefits Received:

- Foster Care/Subsidized Guardianship: Yes
- Foster Care Court Order: Yes

Manual CC Eligibility:

Enter biological/adoptive parent's income and family size just before child was removed. Manually Test income at 200% FPL.

Court-Ordered Placement with Kinship Payment

- Verify child placement
- Verify Kinship payment
- Faxed CC Application form from CPS can be used. The date received determines the RFA date, not the date signed by the placement parent
- Not required to Cooperate with the Child Support Agency
- Authorization can backdate to first of RFA month
- Copay Type: **KIN**
- Self-declared need for ongoing self-employment authorized hours
- Not subject to the Asset Test

CWW Entries

HH Relationships:

- Enter actual relationship
- Enter Yes for Filling Parental Role

Benefits Received:

- Kinship Relationship: Yes
- Kinship Payment: Yes
- Kinship Court Order: Yes

Manual CC Eligibility: Enter biological/adoptive parent's income and family size just before child was removed. Manually Test income at 200%FPL

Court-Ordered Placement, No kinship Payment

- Verify child placement
- Faxed CC Application form from CPS can determine the RFA date, not the date signed by the placement parent
- Not required to Cooperate with the Child Support Agency
- Copay Type: **KIN**
- Subject to the Asset Test
- Subject to the Net Income limit test for ongoing self-employment
- **Financial eligibility is determined by the Kinship Relative's household income**

CWW Entries

HH Relationships:

- Enter actual relationship
- Enter Yes for Filling Parental Role

Benefits Received:

- Kinship Relationship: Yes
- Kinship Care Payment: No
- Kinship Court Order: Yes

Non-Court-Ordered Placement (with or without kinship Payment)

- Copay Type: **NCK**
- Not required to Cooperate with the Child Support Agency
- Subject to the Asset Test
- Subject to Net income limit policy for ongoing self-employment
- **Financial eligibility is determined by the Kinship Relative's household income**

CWW Entries

HH Relationships:

- Enter actual relationship
- Enter Yes for Filling Parental Role

Benefits Received:

- Kinship Relationship: Yes
- Kinship Care Payment: Yes or No
- Kinship Court Order: No

QUESTIONS

