

 WRAPAROUND MILWAUKEE POLICY & PROCEDURE	Date Issued: 9/1/98	Reviewed: 5/28/09 By: DT Last Revision: 6/19/08	Section: ADMINISTRATION	Policy No: 017	Pages: 1 of 3
	<input checked="" type="checkbox"/> Wraparound <input type="checkbox"/> Wraparound/REACH <input type="checkbox"/> FISS	Effective Date: 1/1/09	Subject: ENROLLMENT CRITERIA - Wraparound		

I. POLICY

It is the policy of Wraparound Milwaukee to follow specific guidelines/procedures in enrolling youth and families into the Wraparound Milwaukee program.

The purpose of this policy is to clarify enrollment procedures and criteria, and to provide Care Coordinators with direction upon assignment of new youth and families.

II. ENROLLMENT CRITERIA

A. The Enrollment Criteria is as follows:

1. **Residency** - The parents, guardian or primary care giver of eligible children and youth will live in Milwaukee County.
2. **Age** - Eligible youth will be from birth through 18 years of age.
3. **Severe Emotional Disturbance** - Eligible youth will be determined to have severe emotional disturbance.
4. **Imminent Risk of Placement** - Eligible youth will be in an out-of-home placement or at imminent risk of admission to a psychiatric hospital or placement in an out-of-home setting or juvenile correctional facility.
5. **Non-Nursing Home** - Eligible youth will not be residents of a nursing facility at the time of enrollment.
6. **Non-Psychiatric Hospital** - Eligible youth will not be residing in a psychiatric hospital or a psychiatric unit of a general hospital at the time of enrollment.

B. Definition of Severe Emotional Disturbance and Eligibility Criteria for Wraparound Milwaukee.

The following definition will be used for Severe Emotional Disturbance. The disability must show evidence of points 1, 2, 3 and 4 below.

1. The disability must have persisted for six months and be expected to persist for a year or longer.
2. A condition of severe emotional disturbance as defined by: A mental or emotional disturbance as listed in the American Psychiatric Association Diagnostic and Statistical Manual of Mental Disorders (DSM IV). Youth must have a current (within the last year) DSM IV Diagnosis.
3. Functional Symptoms and Impairments – the youth must exhibit either a or b below.
 - a. Symptoms - the individual must have one of the following:
 - 1) Psychotic Symptoms - Serious mental illness (e.g., Schizophrenia characterized by defective or lost contact with reality, often with hallucinations or delusions).
 - 2) Danger to self, others and property as a result of emotional disturbance. The individual is self destructive (e.g., at risk for suicide, runaway, and/or at risk for causing injury to persons or significant damage to property).
 - b. Functional Impairment - in two of the following capacities (compared with expected developmental level):
 - 1) Functioning in Self Care - Impairment in self care is manifested by a person's consistent inability to take care of personal grooming, hygiene, clothes and meeting of nutritional needs.

- 2) Functioning in the Community - Impairment in community function is manifested by a consistent lack of age appropriate behavioral controls, decision-making, judgement and value systems which results in potential involvement or involvement with the juvenile justice system.
 - 3) Functioning in Social Relationships - Impairment of social relationships is manifested by the consistent inability to develop and maintain satisfactory relationships with peers and adults.
 - 4) Functioning in the Family - Impairment in family function is manifested by a pattern of disruptive behavior exemplified by repeated and/or unprovoked violence to siblings and/or parents, disregard for safety and welfare of self or others (e.g., fire setting, serious and chronic destructiveness, inability to conform to reasonable limitations and expectations which may result in removal from the family or its equivalent).
 - 5) Functioning at School/Work - Impairment in functioning at school is manifested by the inability to pursue educational goals in a normal time frame (e.g., consistently failing grades, repeated truancy, expulsion, property damage or violence toward others); meeting the definition of "child with exceptional educational needs" under ch. PI 11 and 115.76(3) Wis. Stats.; or impairment at work is the inability to be consistently employed at a self sustaining level (e.g., inability to conform to work schedule, poor relationships with supervisor and other workers, hostile behavior on the job).
4. The individual is receiving services from two or more of the following service systems.
 - a. Mental Health Services.
 - b. Social Services.
 - c. Child Protective Services.
 - d. Juvenile Justice Services.
 - e. Special Education Services.

III. PROCEDURE

1. Central Staffing Teams at the Bureau of Child Welfare and Children's Court will continue to identify youth who may be at risk of out-of-home placement, but could be evaluated for alternative community placements.
2. Wraparound Milwaukee will receive those referrals for youth needing assessment. A Screener/Assessment Worker from Wraparound Milwaukee will meet with the youth and families, contact collateral supports and then make recommendations to the Court. Youth who are appropriate for enrollment in Wraparound are youth who are at risk of out-of-home placement and are severely emotionally disturbed. If the youth does not have a DSM IV Diagnosis, the Screener can request a psychological evaluation in Court. If the youth is enrolled without a current DSM IV Diagnosis (diagnosed within the last year), a psychological evaluation/DSM IV Diagnosis must then be sought for the youth by the assigned Care Coordination Agency. The youth must undergo an evaluation and be given a DSM IV Diagnosis within the first 30 days after enrollment into Wraparound Milwaukee, regardless of where the youth resides.

The Care Coordination Agency's Consulting Psychologist/Psychiatrist or a Wraparound Milwaukee affiliated Psychologist/Psychiatrist can provide the evaluation or diagnosis.

The Psychologist must possess at least a Ph.D. The Psychologist and/or Psychiatrist must also possess a current valid license. In providing a DSM IV Diagnosis, the following criteria must be met:

- a. A psychological / psychiatric evaluation must include mental health status examination information.
- b. The Psychologist / Psychiatrist must provide an AXIS I-V Diagnosis.

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3. All youth enrolled in Wraparound Milwaukee must have a Dispositional Court Order for Wraparound Milwaukee/RCCCY. Care Coordinators are assigned following a discussion with Agency Supervisors. Enrollment is effective the day the youth is assigned to a Care Coordinator.
4. Wraparound Milwaukee will make referral packets available to Care Coordinators on the enrollment date. The referral packet contains all information available to Wraparound Milwaukee regarding that youth, enrollment consents and forms.
5. Care Coordinators need to initiate immediate contact with the youth, family and referral sources (Probation Officer or Bureau of Child Welfare Workers). Since some of the youth are residing in an assessment and stabilization center or detention awaiting services and placement at the time of enrollment, it is imperative that Care Coordinators develop a Child and Family Team as soon as possible.
6. **Care Coordinators must have the parent / legal guardian and youth over the age of 14 sign the forms included in the referral packet within the first seven (7) days of enrollment. Care Coordinators must review all information included in the enrollment packet, especially the Family Handbook, with the family within the first seven (7) days. Care Coordinators must also assure that the family has transportation to the first available Family Orientation session.**

Reviewed & Approved by: _____



Bruce Kamradt, Director