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From: Donna Cochems, Chief  
Caregiver Regulation and Investigation Section

Cc: Susan Schroeder, Director  
Bureau of Quality Assurance

## **Internet Posting of the Wisconsin Caregiver Misconduct Registry**

The Bureau of Quality Assurance produces a monthly report listing new caregivers with a substantiated finding of caregiver misconduct (abuse or neglect of a client or misappropriation of a client's property) who have been added to the Wisconsin Caregiver Misconduct Registry. Currently, this monthly report, "Caregivers with a Finding of Misconduct on the Wisconsin Caregiver Registry," is issued by mail to all entities regulated by the Bureau to ensure that entities receive new findings as quickly as possible. In addition, each quarter a full list of all individuals included on the Wisconsin Caregiver Registry is issued to BQA regulated entities.

In an effort to provide this information in the most timely, effective and economical manner, BQA will begin posting the Wisconsin Caregiver Misconduct Registry on the Internet and discontinue the routine issuance of the monthly paper updates in May 2001. Entities will be able to obtain the caregiver misconduct information via the Internet at the Caregiver Program website.

Through this method, information is immediately available 24 hours a day, seven days per week to persons making employment decisions for entities. Information regarding nurse aides with substantiated findings is also available to entities by calling the Interactive Voice Response (IVR) toll free at (877) 573-1081.

Entities that have not obtained Internet access by May 2001 will be able to continue to receive a paper copy of the report by contacting BQA and requesting to be included on a special subscription list. Monthly reminders will be issued through April 2001; please watch for more information regarding this process.

### **Caregiver Regulation Website**

For the most up to date information regarding the Wisconsin Caregiver Program, Nurse Aide Training and Testing and the Nurse Aide Directory, please access the Department's website at [www.dhfs.state.wi.us](http://www.dhfs.state.wi.us); click on "Licensing" then see "Caregiver Regulation." There you will find links for the "[Caregiver Program \(including background checks\)](#)" and the "[Nurse Aide Training & Directory](#)." The Caregiver Program website currently includes:

- The Wisconsin Caregiver Program Manual (for entities regulated by the Bureau of Quality Assurance)
- Forms
- Rules and Regulations (including a list of crimes and offenses affecting caregiver eligibility)
- Publications
- Complaints
- Frequently Asked Questions
- Contact Information and Related Links

The Bureau also maintains the Nurse Aide Directory, which lists the names of nurse aides who, through training, testing and experience, meet federal and/or state requirements to work in Wisconsin. All aides working in a licensed nursing home, home health agency, hospital, hospice, or intermediate care facility for the mentally retarded (ICF/MR), must be listed on the Directory. These facilities must verify that an aide is listed on the Directory and that appropriate training, testing and nursing-related services have been completed prior to hiring an aide. The Nurse Aide Training and Directory website includes:

- Forms
- Complaints
- Contacts
- Frequently Asked Questions
- Publications
- Related Sites

### **Caregiver Program Publications**

New Caregiver Program publications are now available at the “Caregiver Program” website under “Publications.” They include:

- Background Checks (for entities regulated by the Bureau of Quality Assurance) in Wisconsin’s Caregiver Program, PSL-3159
- Rehabilitation Review Process of Wisconsin’s Caregiver Program, PSL-3160
- Misconduct Reporting Requirements (for entities regulated by the Bureau of Quality Assurance) in Wisconsin’s Caregiver Program, PSL-3158
- Form to order The Wisconsin Caregiver Program: A Blueprint for Quality Care video guide and cassette

If you have questions about this memo, please contact the Caregiver Intake Unit at (608) 261-7650 or [Caregiver\\_Intake@dhfs.state.wi.us](mailto:Caregiver_Intake@dhfs.state.wi.us).