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State of Wisconsin
Governor Scott Walker

TO: **Income Maintenance Supervisors
Income Maintenance Lead Workers
Income Maintenance Staff
Training Staff
Child Care Coordinators**

DECE/BPI OPERATIONS MEMO

No: 17-14

DATE: 3/16/2017

Child Care

FROM: Junior Martin, Director
Bureau of Program Integrity
Division of Early Care and Education
Department of Children and Families

**SUBJECT: Transition of Client Referrals to BRITS from the Child Care Fraud
Mailbox**

EFFECTIVE DATE: MARCH 16, 2017

PURPOSE

This Operations Memo informs local agencies and tribes of a procedural change for how client fraud referrals received via the Child Care Fraud Mailbox will be processed.

BACKGROUND

The Benefit Recovery Investigative Tracking System (BRITS) was released in November 2016. The rollout of this new investigative system allows for more efficient processing of client referrals between the Department, local agencies, and other benefit programs, such as BadgerCare Plus, Medicaid, FoodShare, and Wisconsin Works.

The BRITS system is available at the following location:

<https://brits.wisconsin.gov/Account/Login?ReturnUrl=%2F>

Procedural Update

Currently, any client fraud referrals received by the Child Care Fraud Mailbox (DCFMBCHILDCAREFRAUD@wisconsin.gov) are forwarded on to the appropriate local agency and/or tribe for review via email. The release of BRITS, however allows for client referrals to be processed in a more efficient manner.

Any client referrals that are received in the Child Care Fraud Mailbox will now be entered in to the BRITS system. All of the details from the referral email will be entered in the comments for reference including a note that this was received via the Child Care Fraud Mailbox.

Comment □ ×

Referral received via the Child Care Fraud Mailbox on Friday 2/17/17 from DHS OIG. Date Report Generated: Feb 17, 2017. Recipient Name: X. Date Tip Received: Feb 7, 2017. Client's DOB: Y. County/Tribe: Dane. CARES PIN: X. Tip Origin: Hotline. Description of Allegation: Caller stated that PP and her adult daughter are reporting they live at different addresses on their benefit cases, but they are both living at PP's house at X. Caller stated that PP and Daughter are selling their FoodShare benefits on Facebook. Caller stated they are both selling their prescription pain medications for cash. Caller stated that PP was also involved with child care fraud. Caller stated PP was getting Child Care benefits, but the child care provider PP was using was her cousin who was giving kick backs to parents for NOT bringing in their children for child care. Referral created for Daughter as well.

Note: All cases included in this Operations Memo are false cases created for testing purposes and do not contain any personal information for real individuals participating in the Wisconsin Shares program.

The Bureau of Program Integrity (BPI) will assign the referral to the local agency that manages the client's case.

<p>Case Number: 6150812260</p> <p>Primary Person: GOPAL FERNAND</p> <p>Case Office: 5013-DANE CO HSD</p> <p>County of Residence: 13 - DANE COUNTY</p> <p>Case Worker: XCTP09 - ED DILLON</p>	<p>Program Gatekeeper Office</p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 15%;">Program</th> <th style="width: 55%;">Office</th> <th style="width: 30%;">DX Filter</th> </tr> </thead> <tbody> <tr> <td>CC</td> <td>5013 - DANE CO HSD</td> <td><input type="checkbox"/></td> </tr> <tr> <td>FS</td> <td>5013 - DANE CO HSD</td> <td><input type="checkbox"/></td> </tr> <tr> <td>MA</td> <td>5013 - DANE CO HSD</td> <td><input type="checkbox"/></td> </tr> <tr> <td>W-2</td> <td>5013 - DANE CO HSD</td> <td><input type="checkbox"/></td> </tr> </tbody> </table>	Program	Office	DX Filter	CC	5013 - DANE CO HSD	<input type="checkbox"/>	FS	5013 - DANE CO HSD	<input type="checkbox"/>	MA	5013 - DANE CO HSD	<input type="checkbox"/>	W-2	5013 - DANE CO HSD	<input type="checkbox"/>
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Local agency Gatekeepers should begin to monitor their Workload tab in case there are referrals sent to the agency by BPI. BPI will discontinue the practice of sending emails to the agencies to alert them of the created referrals.

Agencies should continue their current practices for how they manage fraud referrals.

Please be aware that BPI may contact the local agency regarding the progression of the referral and/or investigation.

CONTACTS

For information regarding Security Access to BRITS, please see Operations Memo [16-J7](#).

For information regarding how to use BRITS, please see the BRITS User Guide available in the BRITS application in the Help button.

Benefit Recovery Investigation Tracking System (BRITS)

Version: 1.0.0.9 Environment: Production

[Web Reports](#)
[Help](#)
[Logout](#)

Logged in as Kali Marcino
 Last logged in on 02/21/2017 at 09:50 am

For referrals regarding alleged fraud or other program integrity concerns, please submit a referral to the Child Care Fraud Mailbox at DCFMBCHILDCAREFRAUD@wisconsin.gov.

For any questions surrounding this operations memo or Chapters 3 and 4 of the Wisconsin Shares Policy Manual, please contact the Bureau of Program Integrity (BPI) at DCFBPITArequest@wisconsin.gov.

For Wisconsin Shares Child Care policy questions outside of Milwaukee County, contact your Bureau of Regional Operations (BRO), Child Care Coordinators at <https://dcf.wisconsin.gov/files/wishares/pdf/coordinators.pdf>

For Child Care CARES/CWW, CSAW and CCPI Processing Questions statewide and policy questions in Milwaukee County contact the Child Care Subsidy and Technical Assistance Line at: childcare@wisconsin.gov or (608) 422-7200.

DCF/DECE/BPI/KDM