

DEPARTMENT OF CHILDREN
AND FAMILIES
201 East Washington Avenue, Room G200
P.O. Box 8916
Madison, WI 53708-8916
Telephone: 608-266-8684
Fax: 608-261-6972
www.dcf.wisconsin.gov



State of Wisconsin
Governor Scott Walker

TO: **Child Care Eligibility and Authorization Workers
and Supervisors
Income Maintenance Supervisors
Income Maintenance Staff
Training Staff
Child Care Coordinators**

DECE/BELP OPERATIONS MEMO

No: 18-48

DATE: 11/19/2018

Wisconsin Shares Child Care

FROM: Kath McGurk, Director
Bureau of Early Learning and Policy
Division of Early Care and Education
Department of Children and Families

**SUBJECT: Disregarding Children's Supplemental Security Income (SSI) for
Wisconsin Shares Child Care Financial Eligibility**

CROSS REFERENCE: Wisconsin Shares Child Care Policy and Process Handbook
Sections [1.4.2](#) and [1.4.3](#)
Process Help Section 44.3

EFFECTIVE DATE: December 1, 2018

PURPOSE: The purpose of this Operations Memo is to introduce a change in Wisconsin Shares Child Care financial eligibility policy regarding children who are recipients of Supplemental Security Income (SSI).

BACKGROUND: A recent court ruling determined that a child's income from SSI is solely for the use and benefit of the child, and shall not be considered income to support the household. It has been determined that Wisconsin Shares will no longer include children's SSI in the financial eligibility test for Wisconsin Shares Child Care.

CURRENT POLICY: Earned income of a child is disregarded in determining financial eligibility of the Wisconsin Shares Child Care Assistance Group.

NEW POLICY: Both earned income of a child and SSI payments received by a child must be disregarded in determining financial eligibility of the Wisconsin Shares Child

Care Assistance Group.

The policy changes that will be effective December 1, 2018, are highlighted in yellow below.

Section 1.4.2 Income that is Included in the Financial Eligibility Test: Income that is counted towards the Wisconsin Shares Child Care budget includes, but is not limited to:

- Supplemental Security Income **of adults in the Assistance Group.**
- Social Security payments (including old age, survivorship, and disability) **of all members in the Assistance Group.**

Section 1.4.3 Income that is Not Included in the Financial Eligibility Test: The income types listed below are excluded from the Wisconsin Shares Child Care budget:

- Earned Income **and Supplemental Security Income (SSI) payments** of Minor Dependents.

This new policy language will be added to the Wisconsin Shares Child Care Policy and Process Handbook with the next release.

CARES WORKER WEB (CWW) AND CSAW CHANGES: CWW has been enhanced to automatically disregard SSI payments that are listed under a child's name on the Unearned Income details page when determining the Wisconsin Shares Child Care budget. A batch process was run on November 16, 2018, to systematically update budgets for families who are impacted by this change for the month of December. Running eligibility with dates for previous months will also exclude the children's SSI for previous months. Agency workers must ensure that the income is correctly budgeted for the child or adult as applicable. For further information about the SSI and Social Security data exchanges, please refer to Process Help Section 44.3.

There are no changes to CSAW for this policy change. However, for families currently receiving subsidy with children receiving SSI, CSAW will use the lower budget to correctly determine the Assistance Group Federal Poverty Level and copayment per hour for the December benefit load. This may also result in the Assistance Group moving to a lower Copayment Period.

CONTACTS:

For Wisconsin Shares Child Care policy questions outside of Milwaukee County contact your Bureau of Regional Operations (BRO), Child Care Coordinators at BROCCPolicyHelpDesk@wisconsin.gov.

For Child Care CARES/CWW and CSAW 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.