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

DECE/BCCSA OPERATIONS MEMO	
No:	20-23
DATE:	10/15/2020
Child Care	

FROM: Junior Martin, Director
        Bureau of Child Care Subsidy Administration
        Division of Early Care and Education
        Department of Children and Families

SUBJECT: Wisconsin Shares Child Support Cooperation Requirements for Foster Parents and Kinship Caregivers

CROSS REFERENCE: Wisconsin Shares Child Care Policy and Process Handbook
                       Section 1.3.7 Child Support Cooperation
                       Section 1.7.2 Exemption from Cooperation with Child Support

EFFECTIVE DATE: October 24, 2020

PURPOSE: The purpose of this Operations Memo is to announce system changes that support the policy which does not require child support cooperation for a foster care child, subsidized guardianship child, interim caretaker child, or child whose relative has court-ordered placement and receives the Kinship Care payment.

BACKGROUND: Foster care parents, subsidized guardians, interim caretakers, and relatives with court-ordered placement who receive the Kinship Care payment are not required to cooperate with the Child Support Agency for their foster care child, subsidized guardianship child, interim caretaker child, or relative child for whom they have court-ordered placement and receive the Kinship Care payment as a condition of eligibility. This policy was previously not supported in CARES Worker Web (CWW); if the parent did not cooperate with the Child Support Agency for their own biological or adopted children, eligibility would end for the entire assistance group. CWW is being updated to allow eligibility to continue for children who meet the above criteria.

POLICY: There are no changes to policy. The existing policy is provided below for reference.

<u>Section 1.3.7 Child Support Cooperation</u>
As a condition of eligibility, each parent in the Wisconsin Shares Child Care Assistance Group must cooperate with the Child Support Agency (CSA) for all of his or her minor biological or

adopted children over the age of 60 days, unless a good cause exception has been granted for a particular child.

Cooperation means that the custodial parent must assist with:

1. Identifying and locating an absent parent.
2. Establishing the paternity of any child of the custodial parent.
3. Obtaining any support payments or any other payments or property to which that parent and any minor child of that parent may have rights.

Relatives or non-relative adults caring for a child are not required to cooperate with child support for a child that is not their biological or adopted child.

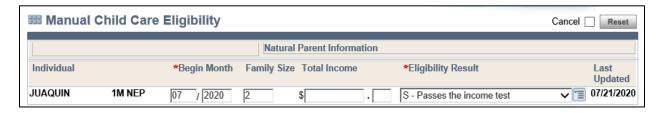**Section 1.7.2 Exemption from Cooperation with Child Support**
Foster care parents, subsidized guardians, interim caretakers, and relatives with court-ordered placement who are receiving the Kinship Care payment (see Glossary for "Receiving a Kinship Care Payment") are not required to cooperate with child support for their foster care child, subsidized guardianship child, interim caretaker child, or relative child for whom they have court-ordered placement and receive the Kinship Care payment as a condition of eligibility. (For any other relatives and non-relatives caring for children who are not their biological or adopted children, see 1.3.7.) With the exception of this non-financial eligibility variation, all other requirements under Section 1.3 must be met for foster care parents, subsidized guardians, interim caretakers, and relatives with court-ordered placement who receive the Kinship Care payment.

Foster care parents, subsidized guardians, interim caretakers, and relatives with court-ordered placement who receive the Kinship Care payment must cooperate with the Child Support Agency for their own children per Section 1.3.7.

CWW CHANGES: CWW will be updated on October 24, 2020, to support the policy in Section 1.7.2. The following changes apply to individuals who care for a foster care child, subsidized guardianship child, interim caretaker child, or relative child for whom they have court-ordered placement and receive the Kinship Care payment. The child support exemption described in Section 1.3.7 for other caretakers who are caring for a child who is not their biological or adopted child remains the same; however, the system has not been updated to support that policy at this time.
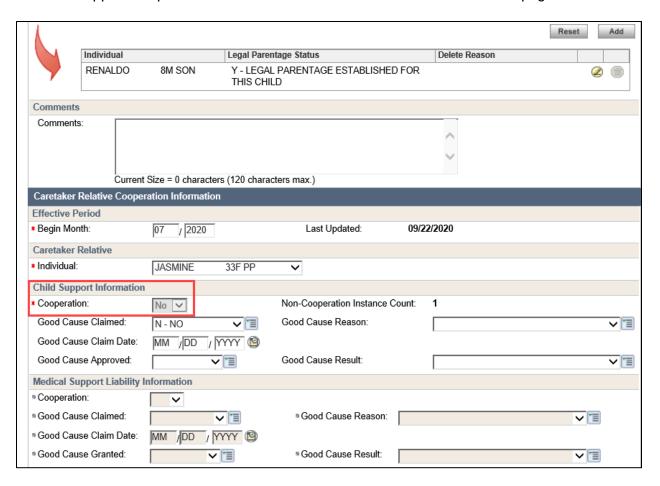
Existing Functionality:
Based on responses the worker enters on the Benefits Received page in CWW, the Manual Child Care Eligibility page is scheduled in the driver flow. This page is completed for children who are in foster care, subsidized guardianship or interim caretaker placements, or children who are placed with a relative under a court order who is receiving the Kinship Care payment.

▦ Manual Child Care Eligibility						Cancel ☐ Reset
			Natural Parent Information			
Individual		*Begin Month	Family Size	Total Income	*Eligibility Result	Last Updated
JUAQUIN	1M NEP	07 / 2020	2	$.	S - Passes the income test ▾ ▤	07/21/2020

If the parent fails to cooperate with the Child Support Agency, existing functionality will change the Child Support Cooperation indicator to "No" on the relevant Absent Parent page.

New Functionality:
There are no changes to the functionality or data entry on the above pages. The new functionality occurs when the worker runs eligibility. Child Care eligibility will fail for any biological or adopted children but will pass any eligible children identified on the Manual Child Care Eligibility page.

Reason Code Search Results				
Reason Code	**Short Description**	**DCF Description**	**IM/ACCESS Description**	
787	AG failed. System overrode eligibility to pass KC/FC child.	Child Care eligibility failed because a parent failed to cooperate with the Child Support Agency for a biological or adopted child. Eligibility passes for Kinship/Foster children		🔍
211	You have failed to cooperate with child support.	You have not cooperated with the Child Support Agency and you have not given your worker a good reason for not cooperating.	You have not cooperated with the Child Support Agency and you have not given your worker a good reason for not cooperating.	🔍

The above screenshots show that the parent and biological or adopted children are still failing for noncooperation with child support (reason code 211) and the child identified on the Manual Child Care Eligibility page is passing with reason code 787. (Reason codes are described in more detail at the end of this memo.) The Assistance Group status also remains open to allow eligibility to continue for that child.

The Confirmed Assistance Group Members Detail page also shows the child as an eligible child, while individually failing the other members of the group. A new reason code (788) has been created to fail an individual biological or adopted child in the assistance group.

Confirmed Assistance Group Members Detail

Summary				
Assistance Group:	CC -CHILD CARE		Sequence:	1
Benefit Begin Date:	11/01/2020		Benefit End Date:	12/31/9999

Details			
Individual		**Birth Date**	**Individual Failure Reasons**	**Participation Status**
JASMINE	33FPP	04/16/1987	005	XA-EXCLUDED ADULT
RENALDO	8M	02/12/2012	788	XC-EXCLUDED CHILD
JUAQUIN	1M	02/12/2019		EC-ELIGIBLE CHILD

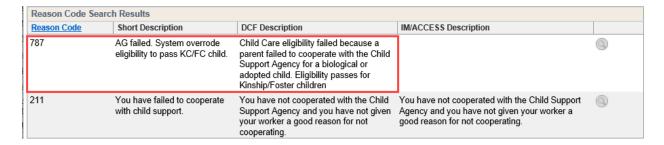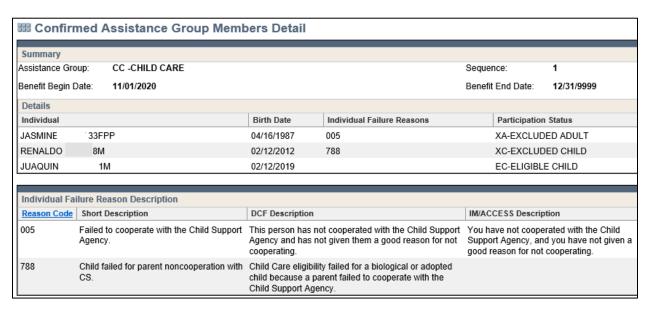| Individual Failure Reason Description			
Reason Code	**Short Description**	**DCF Description**	**IM/ACCESS Description**
005	Failed to cooperate with the Child Support Agency.	This person has not cooperated with the Child Support Agency and has not given them a good reason for not cooperating.	You have not cooperated with the Child Support Agency, and you have not given a good reason for not cooperating.
788	Child failed for parent noncooperation with CS.	Child Care eligibility failed for a biological or adopted child because a parent failed to cooperate with the Child Support Agency.	

All existing Child Support noncooperation reason codes remain unchanged.

Reason Code	Failure Level	DCF Description
005	Individual	This person has not cooperated with the Child Support Agency and has not given them a good reason for not cooperating.
211	Assistance Group	You have not cooperated with the Child Support Agency and you have not given your worker a good reason for not cooperating.
212	Assistance Group	You have not cooperated with the Child Support Agency for the 2nd time, and you have not given your worker a good reason for not cooperating.
213	Assistance Group	You have not cooperated with the Child Support Agency 3 or more times, and you have not given your worker a good reason for not cooperating.

The following new reason codes have been added.

Reason Code	Result	DCF Description
787	Passes Assistance Group	Child Care eligibility failed because a parent failed to cooperate with the Child Support Agency for a biological or adopted child. Eligibility passes for Kinship/Foster children.
788	Fails individual child	Child Care eligibility failed for a biological or adopted child because a parent failed to cooperate with the Child Support Agency.

When a case has a confirmed eligibility failure for child support noncooperation (reason codes 211/212/213), an instance of noncooperation is added to the Child Support Non-Cooperation Instance Tracking page. This page will continue to be updated if a parent loses eligibility for not cooperating with the Child Support Agency for a biological or adopted child.

This change only impacts Child Care eligibility; there are no changes to system functionality for other assistance programs.

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.

DCF/DECE/BCCSA/ERR