

# Wisconsin Funeral and Cemetery Aids Program

## SERVICE PROVIDER UPDATE

April  
2022

To: Funeral home, cemetery, and crematory service providers

## Revised Wisconsin Funeral and Cemetery Aids Program Policy and Forms

This Wisconsin Funeral and Cemetery Aids Program (WFCAP) Service Provider Update for funeral homes, cemeteries, and crematoriums announces revisions to the manual, application (F-10141), Verification Checklist, and Notice of Decision. WFCAP also announces the release of the Payment Summary and brochure.

Changes announced in this Update will be added to the online WFCAP Manual at [www.emhandbooks.wisconsin.gov/wfcap/fcap.htm](http://www.emhandbooks.wisconsin.gov/wfcap/fcap.htm).

### Revisions to the WFCAP Manual

Effective May 2, 2022, a number of revisions made to the WFCAP manual will go into effect.

Revisions include, but are not limited to:

- A copy of the certified death certificate must be provided with applications
- Price reductions will be counted toward total expenses
- The small and rural exception will be replaced by Required but not Provided
- Third party cash advances after the amount of \$500 will be counted toward total funeral expenses
- Only funeral homes may request special circumstances (capped at \$500)
- A signed Final Itemized Funeral Home Billing Statement with Payment Sources and a signed Final Itemized Cemetery and/or Crematory Statement with Payment Sources is required
- “Face value” amount will be replaced with the “death benefit” amount for life insurance policies

### Revisions to the WFCAP Application

Effective May 2, 2022, the WFCAP application (F-10141) will be updated to reflect the changes in this manual. Service providers must begin using the updated version when submitting WFCAP applications on and after May 2, 2022.

The Qualified Payment Form for the Cemetery Required but Not Provided is to be completed when goods or services are required by the cemetery, but not provided by the cemetery. For this scenario, a joint application must be submitted.

### Other

WFCAP has also updated or created several forms and resources that will be available May 2, 2022.



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- Revisions have been made to the Verification Checklist and Notice of Decision to align with the manual updates.
- A new Payment Summary will be sent to executors or family representatives. The Payment Summary will summarize the outcome of the WFCAP application.
- An informational brochure will be available to providers, county workers, and the public summarizing WFCAP.

## Reminders

WFCAP is the payer of last resort. WFCAP payments are limited to unmet funeral, cemetery, and crematory expenses. Only service providers can submit the WFCAP applications and only service providers have appeal rights.

## New Fax Number

Effective May 2, 2022, WFCAP will have a new fax number: 608-710-6712. WFCAP will no longer have access to the previous fax number.

The Wisconsin Funeral and Cemetery Aids Program (WFCAP) Service Provider Update is a source of new program policy information.

WFCAP is administered by the Division of Medicaid Services, Wisconsin Department of Health Services.

For questions, call WFCAP at 888-859-0611 or visit [dhs.wisconsin.gov/em/wfcap.htm](https://dhs.wisconsin.gov/em/wfcap.htm).

Service providers are encouraged to sign up for email notifications of program updates at [public.govdelivery.com/accounts/WIDHS/subscriber/new?topic\\_id=WIDHS\\_394](https://public.govdelivery.com/accounts/WIDHS/subscriber/new?topic_id=WIDHS_394).