

Permanency Roundtables

Policy Number:	OCM 43.00
Subject:	Permanency Consultations and Roundtable
Previous Version:	August 5, 2010 (OCM 43.00, FCA 9.00)
Release Date:	April 18, 2019
Effective Date:	July 1, 2019
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Any information referenced within this document is considered to be a part of this policy with the exception of the “related resources” section.

Summary:

The Division of Milwaukee Child Protective Services (DMCPS) and Child Welfare Ongoing Standards require Ongoing contractors to conduct Permanency Roundtables, a structured case consultation designed to facilitate progress towards permanency for children in out-of-home care through innovative thinking, implementation of best practices, and addressing barriers. This policy establishes specific requirements and timelines for Permanency Roundtables in Milwaukee County and permanency consultations.

Policy:

Permanency roundtables assist the Ongoing agencies in evaluating whether a particular goal aimed at achieving permanence is appropriate, how to address barriers to achieve permanence, and assure a child's permanence is addressed in a timely manner according to Ongoing Standards. Legal permanence includes reunification, adoption or guardianship.

Permanency Roundtables must occur for every child entering their 15th month out of 22 months in out-of-home care and must occur periodically (a minimum of every six months) for any child in care longer than 15 months with a current permanency status of “poor.” A permanency status of “fair” or “uncertain” is optional for a child in care longer than 15 months.

The following children in out-of-home care do not require a permanency roundtable on the 11th month or subsequent months:

1. Children with a missing from out of home care placement of 6 months or more
2. Children with a current permanency status above “poor” or have “uncertain” status
3. Children over the age of 18
4. Children who have a supervised independent living placement
5. Children who are incarcerated (meaning in juvenile or adult correction facilities)

All other case types require a permanency roundtable. While the cases above do not require a permanency roundtable, the OCM and Supervisor may initiate a permanency roundtable if they determine it would be beneficial.

Procedures:

1. An initial permanency rating is conducted within the 60 days of the child’s initial placement by the Agency Permanency Consultant
2. All subsequent permanency ratings are conducted no less than 1 month prior to the permanency hearing. *See the DMCPSP Permanency Roundtable Process map (Attachment A) for additional information.*
3. All cases that have a “poor” permanency rating must be scheduled for a Permanency Roundtable within the month prior to the hearing (i.e. 11 months, 17 months, etc.).
 - a. Conducting a Permanency Roundtables for cases with a “fair” or “uncertain” rating are optional and the [DCF prioritization guidance](#) should be considered when making this determination.
4. The Permanency Consultant is responsible for coordinating and scheduling the Permanency Roundtable and must involve the following individuals:
 - a. Permanency consultant
 - b. Ongoing case manager
 - c. Ongoing supervisor
 - d. Facilitator: *PRT certification is required*
 - e. External consultants: *efforts must made to include an external consultant (from a partner agency, DMCPSP, other child welfare agency), but if the external consultant is not available, an individual from a different department in the agency can be used.*
 - f. Others who are integral to the case
5. Permanency consultations should be structured in accordance with DCF guidance ([DCF Permanency Consultation Guide](#), [Determination of PRT cases](#), and other resources on the [DCF Permanency Roundtables webpage](#))
 - a. Each permanency roundtable participant is an active participant in making recommendations for the permanency consultation form.
6. The [Permanency Consultation](#) form (DCF-F-2440-E) must be completed no later than five working days after the consultation in eWiSACWIS by the Ongoing Case Manager.
 - a. If there are no action steps related to the case or the action steps are the same as the previous PRT, the action step section should

note this and the systematic barriers section should be filled out completely.

7. The OCM and Supervisor must include the results of the permanency roundtable in the Permanency Plan, and are encouraged to review the PRT content prior to the Permanency Hearing.

Responsibilities:

Permanency Consultants: provides procedural direction and practice guidelines in the planning and implementation of child permanency and coordinates the Permanency roundtable

Ongoing Case Managers: present the case, respond to questions, provide supplemental information, provides recommendations to inform the action plan, and implement recommendations/action steps from the consultation

Ongoing Case Manager Supervisor: support the case manager, ensure timelines are met, provides recommendations to inform the action plan, and actions steps are completed

Facilitator: PRT certified individual responsible for leading the Permanency Roundtable meeting and cannot be an individual connected to the case

External consultant: a non-agency representative, such as a partner agency, DMCPs, or another child welfare agency, with child welfare experience and policy expertise

Related Resources:

DMCPs Policies and Resources

- [OCM 54.00 Permanency Support](#)
- Attachment A: DMCPs Permanency Roundtable Process map
- Attachment B: DMCPs Permanency Roundtable Case Note template

DCF Policies and Resources

- [DCF Wisconsin Permanency Roundtable webpage](#)
 - [WI DCF Legal Permanency Status Form](#): noting the status categories
 - [DCF Permanency Consultation Guide](#)
 - [Determination of PRT cases](#)

Forms

- [Permanency consultation form](#) (DCF-F-2440-E)