



DIVISION OF CHILDREN AND FAMILY SERVICES

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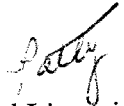
State of Wisconsin

Department of Health and Family Services

September 13, 2000

BRL – CPA – 00-04

To: Child Placing Agencies

From: Patty Hammes, Director 
Bureau of Regulation and Licensing

Re: Revision of Rehabilitation Review Panel Decision Report Form
Revision of Rehabilitation Review Appeals Report Form

The Caregiver Law, originally implemented on October 1, 1998 requires child-placing agencies to conduct caregiver background checks and rehabilitation reviews for persons eligible for such reviews. HFS 12 of the Wisconsin Administrative Code implements the caregiver statutory provisions. Per HFS 12.12(5)(c), child-placing agencies are required to report the results of their rehabilitation reviews to the Department within ten days after the rehabilitation panel decision is made. Any subsequent appeal of the rehabilitation review finding must also be reported. The Department then reports this information to the legislature as required by s. 48.685(5g), Stats., and s. 50.065(5g), Stats.

Attached are revised versions of the Rehabilitation Review Panel Decision Report (EXS-264) and the Rehabilitation Review Appeals Report (EXS-265). These forms are for your rehabilitation review panels to use in fulfilling the reporting requirement.

Note that the Rehabilitation Review Panel Decision Report consists of the first page of the EXS-264 and **one** of the following, as is applicable: Rehabilitation Review Deferral, Rehabilitation Approval Decision, Rehabilitation Denial Decision, Transfer Approval Decision or Withdrawal of Approval Decision. The Rehabilitation Review Appeals Report consists of one page only, EXS-265.

These forms should be filled out completely by your rehabilitation review panel. We believe the forms are self-explanatory, however, should you have any questions, please direct them to Rosie Greer, Paralegal and Rehabilitation Review Coordinator, at phone number 608-266-1279 or email address greer@dhfs.state.wi.us.

These forms may be copied or you can order more from the Department by submitting a form requisition to the Department of Health and Family Services, Division of Management and Technology, Attention: Forms Manager, P.O. Box 7850, Madison WI. 53707.

Enclosures: Rehabilitation Review Panel Decision Report, EXS – 264
 Rehabilitation Review Deferral
 Rehabilitation Approval Decision
 Rehabilitation Denial Decision
 Transfer Approval Decision
 Withdrawal of Approval Decision
 Rehabilitation Review Appeals Report, EXS –265

C. Licensing Chiefs, Licensing Specialists, Program Specialists
 Area Administrators/Assistant Area Administrators
 DCFS Administrator/Deputy Administrator, Bureau/Office Directors
 Mark Mitchell, BPP
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