



MILWAUKEE COUNTY BEHAVIORAL HEALTH DIVISION
CHILDREN'S MENTAL HEALTH SERVICES



WRAPAROUND MILWAUKEE

PHONE: (414)257-7611

9201 WATERTOWN PLANK ROAD, MILWAUKEE, WI 53226

FAX:(414)257-7575

Date: September 20, 2011

To: Probation Staff / Providers of Crisis, Residential, Group Home, Foster Care, Independent Living, Day Treatment, Employment Placement and Preparation and On the Job Training Services

From: Bruce Kamradt, Director / Aggie Hale, MIS Coordinator

RE: Distribution of Paper Copies of Plans of Care and Crisis Plans

In an effort to reduce paperwork and use technology to its fullest capacity, beginning on October 1st team members who have access to Plans of Care (POCs) and Crisis Plans on Synthesis (which includes all staff above) **will no longer be receiving paper copies of these documents**. For Crisis Providers, access to the Crisis Plan and POC is on the main data entry screen for crisis notes. For Probation Officers and providers using the "Forms" tab to enter reports, the Crisis Plan and POC are accessible through the list page of each Form type.

Reports are available to alert providers when new Crisis Plans and POCs are approved. Crisis Providers have had access to these reports for some time. The reports will be modified to include out-of-home, EPP and OTJ service providers, and will then be included in the Service Providers Report group. A separate report for Probation Staff will be created for Supervisors as well.

If your staff have any questions about how to access the Crisis Plans / POCs, they should contact the Synthesis Help Desk at 414-257-4766.

BK/AH

Copies to: Care Coordinators / Leads / Supervisors / Agency Administrative Staff
Eric Meaux