

Children's Community Mental Health Services and Wraparound Milwaukee

Onboarding Checklist

Name:	Start Date:
Agency:	Position:

Required Task	Date(s) of Completion
Wraparound Philosophy	
Wraparound Values	
Role of a Care Coordinator	
What Wraparound Milwaukee Is	
Program Specifics (i.e. CCS, Wrap/REACH)	
Shadowing: Face-to-face Visits	
Shadowing: Court Hearings	
Shadowing: Supervision	
Shadowing: Team/POC Meetings	
Shadowing: Medication Evaluations	
Shadowing: Handbook	
Progress/Provider Note Entry	
Synthesis Overview	
Consents	
Plan of Care Documentation	
High Risk/Consultation	
Reports in Synthesis	
Wraparound Policy and Procedures	
Wraparound Protocols	
Wraparound Website	
Tools and Resources on Website	
Certification Protocol	
Assessment(s) of Skills	

By signing below, I attest that I have completed the opportunities above as part of my onboarding as a Care Coordinator in the Children's Community Mental Health Services and Wraparound Milwaukee System of Care.

Employee Signature:	Date:
Supervisor Signature:	Date: