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DEPARTMENT OF HEALTH  
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**BEHAVIORAL  
HEALTH SERVICES**

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Owner Dana James

Policy Area Wraparound  
(Wrap, REACH,  
youth CCS)-  
Vendor

## #043- Shelter Care and Stabilization Centers

### I. POLICY

It is the policy of Children's Community Mental Health Services and Wraparound Milwaukee (hereby referenced to as Wraparound Milwaukee) that Shelter Care and Stabilization and Assessment centers, identified in Wisconsin State Statutes as Shelter Care, be accessed for youth when appropriate to best meet the needs of that youth in accordance with the policies of the Division of Milwaukee Child Protective Services (DMCPS) and Milwaukee County Children, Youth and Family Services (CYFS). **Shelter Care** is defined as a temporary placement for youth on delinquency court orders and/or CHIPS orders. They can be accessed by CYFS and DMCPS pending court proceedings. **Stabilization Centers** are temporary placements for youth over the age of 12 on CHIPS or delinquency orders.

*Note: This policy utilizes the term "Care Coordinator", which applies to Wraparound/REACH. The term "Youth" is used in this policy and applies to the enrollee in the program, whether a child, adolescent, or young adult.*

### II. PROCEDURE

#### Securing the Placement

- A. The Child & Family Team must determine a level of care and appropriate placement to advocate for, in court. The Judge may choose to order Shelter Care (JV) or Stabilization Center (JC). These placements are generally accessed when a living arrangement has disrupted or when a youth has pending court proceedings. This is not to be confused with respite.
- B. **For youth on CHIPS orders:**
  1. The Child & Family Team should determine which available placement is the most

appropriate for the youth. The Care Coordinator should have consents signed for purposes of sending out referrals and facilitating interviews.

2. If Wraparound Milwaukee is on the court-order, then sending of referrals and securing placement is the Care Coordinator's responsibility. If Wraparound Milwaukee is not on the court-order, the Care Coordinator will still facilitate the Child and Family Team Meeting and shall assist in discussing placements and assisting with tours, etc. as needed.
3. If the Care Coordinator is unable to secure placement within the Wraparound Milwaukee Provider Network, the Supervisor should call Wraparound Milwaukee Systems Partner Manager for additional assistance, for youth on CHIPS orders only. Be prepared to share your efforts to secure placement within the Wraparound Milwaukee Provider Network, out of the network and to request additional placement opportunities via Professional Services Group (PSG).
4. **Per Wisconsin Statute, youth may not be placed in an Assessment Home or a Stabilization Center for more than 20 days (post dispositional)/60 days (pre dispositional).**

**C. For youth on Delinquent or JIPS orders:**

1. The Judges can choose to order Shelter care placement for youth who are pending court.
2. The Human Service Worker should contact the Shelter and make arrangements for the youth to be placed once approval has been given or the Judge has ordered it.

**D. For all youth:**

1. The Care Coordinator must process the Temporary Change of Placement per Wraparound Milwaukee policy and procedure (*refer to Policy # 005 – Change of Placement*).
2. The Care Coordinator is to maintain contact with all Child & Family Team members regarding all issues and concerns of this temporary placement.
3. Child and Family Team members continue to meet with the youth, regardless of placement, for purposes of supporting the youth and sharing the Plan of Care/Crisis Plan (once consents to release are signed).
4. The Care Coordinator schedules and facilitates an emergency team meeting within 48 hours of a youth being detained (by DMCPs or in secure detention) or a placement disruption for purposes of brainstorming mediation efforts, salvaging placement, or preparing for a new placement (consents, out of home referrals, etc.).

## Approval Signatures

**Step Description**

**Approver**

**Date**

Michael Lappen: BHD Administrator 8/23/2022

Brian McBride: ExDir2 – Program Administrator 8/23/2022

Dana James: Integrated Services Manager- Quality Assurance 8/23/2022

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