

## **BUREAU OF MILWAUKEE CHILD WELFARE**

### **Post TPR Special Needs Adoption Process**

- OCM transfers physical case to Adoption and assigns Pre-Adoptive Case in Wisacwis  
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- Case management services provided to child and family  
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- Foster Care Rate is reviewed and current supporting documentation is obtained
- Rate must be approved by rate setter  
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- Adoption Assistance Process
  1. Determine IV E eligibility
    - a. Copy of signed Dispositional order must be obtained
  2. Forms must be signed by family if they agree with rate
  3. Adoption Assistance packet must be approved by supervisor
  4. Adoption Assistance packet is submitted to BMCW for approval
  5. Adoption Assistance payments in Wisacwis must be started and out-of-home care payments ended↓
- Finalization paperwork is prepared.
  1. Family must sign and have notarized
  2. TPR Order must be received
  3. BMCW Recommendation of Guardian is needed
  4. Approval by supervisor
  5. Sent to Children's Court Center- Carolyn Nichols