

TOP TEN THINGS TO KNOW . . . .  
Highlights from Revised Inter-County Agreement

The Inter-County Agreement has been reviewed and updated by a state-wide committee appointed by the Wisconsin County Human Services Association (WCHSA). Below is a summary of the most significant changes of the revised agreement.

1. County and Financial Responsibility – definitions, page 1.
  - If the county is **ONLY** providing financial payments (e.g., Kinship, Subsidized Guardianship, and Adoption Subsidy) the payment does not constitute or determine residence or any further case management responsibilities.
2. Courtesy Assistance/Services – definitions, page 2.
  - Arrangement between 2 counties to provide interviews, initial assessments, home visit/interviews for confirming safe environments, case worker contacts, monitoring of DPAs and informal agreements. **Generally, this assistance will not be requested unless the person that needs to be contacted is more than 60 miles or 1 hour from the county seat of the requesting county.**
  - Courtesy/Assistance Services is **not** used when requesting Change of Venue.
3. Courtesy Supervision – definitions, page 2.
  - Shall be used when a county is initiating a transfer of venue to a new county.
  - Refusal to provide courtesy supervision will not in any way prohibit the change of venue to the new county.
4. Home County – definitions, page 2.
  - Residing in a Homeless Shelter, Jail, Hospital, Domestic Violence Shelter, Prison and **brief** hotel stays does not establish a new home county and does not count toward the six (6) month residency.
5. Required Notification – definitions, page 3.
  - Within 30 days after learning that a person who is receiving services has changed his or her county of residence, notice shall be provided to the new county.
6. Custody of Out of County Children/Juveniles – III, page 5
  - If a child/juvenile is taken into custody by a county other than his or her county of residence the intake worker shall **immediately call the county of residence to discuss custody decision and exchange information.**
7. Transfer of venue – IV, pages 6-8.
  - Steps to be taken
    - a. County requests courtesy supervision.
    - b. Family establishes residence for a minimum of 6 months.
    - c. Proper notice - (30 days) on a motion, 60 days for extension of order, given to all parties, includes: Corporation Council/ DA, Director of Human Services, Courtesy Supervision worker.
    - d. Transfer records
    - e. **Financial responsibility** – sending county retains financially responsible for 60 days following the change of venue to allow the receiving county adequate time to access possible alternative services within their county. Following the 60 days, the new county is financially responsible for **all services and placements.**

8. Confirming Safe Environments in Emergent Situations – V, page 9.
  - Sending County may request after hours workers provide assistance in completing the Confirming Safe Environments requirement in an unlicensed home
9. **New** – Addendum A
  - Checklist – temporary physical custody, courtesy supervision, transfer of venue.
10. **New** – Addendum B
  - Conflict resolution process and form

Please refer to the Inter County Agreement in its entirety for more details on all changes noted above as well as additional modifications in the agreement.

Please check with your respective counties to determine if your county has signed onto the revised agreement.