



Dane County Department of Human Services Division of Adult Community Services

Director – Shawn Tessman
Division Administrator – Todd Campbell

JOE PARISI
DANE COUNTY EXECUTIVE

September 2020

Dear CLTS Families:

It is hard to believe that the summer has ended and the new school year is here. This school year begins with many unknowns and a high likelihood of frequent changes. As parents juggle their individual schedules and children adjust to virtual learning, we recognize that your child and family may need additional support. Case managers have received guidance and to work closely with you to identify needs and fill gaps where possible. For many, additional help will come in the form of supportive home care or respite. Your case manager will help you obtain services that meets your child's increased needs. Guidelines for these services include:

- Children may receive paid CLTS support to participate successfully in virtual school. Dane County classifies paid services that take place during the school day as supportive home care (SHC).
- Provider agencies, family hired workers or parents may provide supportive home care. Parents receiving payment are required to enroll with one of our Fiscal Agents and complete a criminal background check.
- The ability to use CLTS funds for services occurring during the school day will end when in-person school resumes. Case managers will review your child's supportive home care late 1st quarter of the school year and make any adjustments based on what your school's second quarter will look like.
- Some families may require additional respite during weekends and after school. Case managers will work with you to increase respite services as needed.
- Your case manager will take the lead on categorizing Covid related supportive home care and respite services on your child's plan in a manner that follows CLTS and Dane County guidelines.

Again, case managers should be having a deeper conversation with you around fall support. If you have more questions or your needs have changed, please make sure to connect with your case manager. We want to make sure that people are feeling supported during this unique time.

Additional CLTS Updates:

- Face to face in person visits continue to be optional. All Case Managers have approved safety procedures and supplies to have a face-to-face visit. There should always be a discussion around the child and family's needs to discuss options and risks. Everyone on the team should agree to a face-to-face visit. Continued check-ins by phone, email, and/or a remote face to face is okay if it is meeting your communication needs.
- Case managers will not be rescreening your child for the CLTS Program. Eligibility for the program will automatically be extended. Case managers will still need to be doing a check in with you and your child, which can be done remotely, to complete the recertification paperwork. Your child's Medicaid will not be impacted during this time and coverage will remain the same.
- At this time, Dane County continues to waive the parental fee for CLTS services.

Be well,

Angela Radloff, Dane County CLTS Lead

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