



**STATE OF WASHINGTON**  
**DEPARTMENT OF SOCIAL AND HEALTH SERVICES**  
Developmental Disabilities Administration \* P.O. Box 45310 \* Olympia, WA 98504-5310

**DDA MANAGEMENT BULLETIN**

**D17-021 – Procedure**

**August 23, 2017**

**AMENDED December 7, 2017**

**TO:** Regional Administrators  
Deputy Regional Administrators  
Field Services Administrators  
Case Resource Managers  
Social Workers

**FROM:** Don Clintsman, Deputy Assistant Secretary  
Developmental Disabilities Administration

**SUBJECT:** Referrals To WISe (Wraparound with Intensive Services)

**PURPOSE:** To outline DDA's referral process for the WISe program and clarify the Case Resource Manager's role in the referral process.

Note: The WISe program for youth is different than the Washington Initiative for Supported Employment (WiSe) Program.

**BACKGROUND:** The WISe program provides comprehensive, behavioral health services and supports to Medicaid-eligible youth up to age 21.

The WISe program requires a team of natural and paid supports, known as the Child Family Team, to coordinate the client's care. The Child Family Team coordinates cross-system care between state agencies and provides assistance during times of crisis.

**WHAT'S NEW, CHANGED, OR CLARIFIED** A Case Resource Manager must follow the referral process outlined in this management bulletin and participate in the Child Family Team meetings as required by the attached Memorandum of Understanding.

**ACTION:**

1. The Case Resource Manager identifies and refers clients who may be eligible for the WISe program. The Case Resource Manager may refer the client by providing them the contact information of the WISE program if the client:
  - a. Is eligible for Children's Intensive In-Home Behavior Supports (CIIBS);

- b. Has received or requested behavioral health services, such as positive behavior support or applied behavioral analysis; or
    - c. In the professional opinion of the Case Resource Manager, the client and family may benefit from the WISE program.
  2. The Case Resource Manager must refer the client if the client or the client's family asks for a referral to the WISE program.
  3. If the Case Resource Manager refers a potential WISE client, the Case Resource Manager must give the client and their family:
    - a. The attached *DDA and WISE Flyer*; and

The contact information of a local WISE service provider. The Case Resource Manager may use the attached *WISE Referrals Contact List by County*. This resource is also available on the Department's : <https://www.hca.wa.gov/billers-providers-partners/behavioral-health-recovery/wraparound-intensive-services-wise>

4. The Case Resource Manager must cooperate and collaborate with other agencies to achieve shared, successful outcomes for clients.

**ATTACHMENT:**



Cross-System  
Memorandum of Un



WISE PowerPoint

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