



DEPARTMENT of CHILDREN and FAMILIES
Making a Difference for Children, Families and Communities



Vannessa Dorantes
Commissioner

Ned Lamont
Governor

MEMORANDUM

TO: DCF All Staff
FROM: CT DCF Commissioner Vannessa Dorantes
DATE: March 20, 2020
SUBJECT: Use of Credentialed and Wrap Funded Services

Please be advised that, effective immediately, in an effort to reduce public contact with children and their families, and being mindful of current direction from the Centers for Disease Control, and federal and state authorities, all WAFs are canceled and staff are prohibited from implementing new WAFs until further notice, unless an emergency situation arises that necessitates service provision to a child or family and such situation falls within our essential operations definition.

In cases where an emergency service is necessary for a child or family, a new WAF must be sent to the Region's Grants and Contracts Specialist for pre-approval prior to implementation. WAFs implemented during this period and not pre-approved by the Region's Grants and Contracts Specialist will not be accepted. In all cases, emergency service WAFs should focus on provision of remote or virtual services where at all feasible to limit in-home/in-person contact.

The exceptions to this policy are as follows:

1. Transportation: While transportation requests should be limited, an emergency transportation need should be forwarded to Ted Sanford (Theodore.Sanford@ct.gov / 860 560-5084).
2. In-Home Medical Care: For any child for whom in-home medical services are required to maintain health and safety, existing WAFs/USE Plans for such shall remain active.
3. Daycare: WAFs for any child who has a current active WAF in place for daycare services shall remain active. Upon their expiration, renewals must be sent to the Region's Grants and Contracts Specialist for pre-approval. As daycares begin to close and acknowledging that some parents will be called upon to continue to work out of home, social workers should engage parents to identify natural supports for the care of their children. If such supports are not available, parents should engage outside support for such care. Outside support (whether in or out of the home) shall be paid for by the parent and may be reimbursed by DCF directly to the parent. In all cases, a WAF for such arrangements must be submitted to the Region's Grants and Contracts Specialist for pre-approval and receipts for such care will be required from the parent prior to reimbursement being made.

I appreciate all of your efforts to maintain stability for our children and their families during this time. Please ensure that all staff comply with the above. If you have any questions, please do not hesitate to contact Melanie Sparks (Melanie.Sparks@ct.gov / 860 978-6592) or Ted Sanford (Theodore.Sanford@ct.gov / 860 560-5084) or Leslie Roy (Leslie.Roy@ct.gov / 860 550-6448).