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**State of Wisconsin**

Department of Health and Family Services

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**Date:** June 3, 2004 DDES-BQA- 04-017

**To:** Community Based Residential Facilities CBRF 10  
 Adult Family Homes AFH 07  
 Adult Day Cares ADC 06  
 Resident Care Apartment Complexes RCAC 08

**From:** Kevin Coughlin, Chief  
 Assisted Living Section  
 Bureau of Quality Assurance

**Via:** Otis Woods, Deputy Director  
 Bureau of Quality Assurance

**Assisted Living Workload Assignments**

The Bureau of Quality Assurance’s (BQA) Assisted Living Section (AL) has experienced a growth in the number of assisted living facilities throughout the state. Currently, there are over 2,400 assisted living facilities including: Adult Day Care (ADC) facilities, Adult Family Homes (AFHs), Community Based Residential Facilities (CBRFs), and Residential Care Apartment Complexes (RCACs).

To meet the demands of the increasing number of assisted living facilities with varied locations throughout the state, a change in the workload distribution is necessary and will occur on June 1, 2004. **This change in workload assignments only affects assisted living facilities licensed/certified by the Bureau of Quality Assurance and does not alter other Department of Health and Family Services regional assignments.** Following are the new workload assignments (distribution of counties under each BQA regional office):

**Northern Regional Office**  
**Barbara Brock-Arndt, Regional Field Operations Supervisor**  
**1853 N. Stevens Street – Suite B**  
**Rhineland WI 54501**  
**(715) 365-2816**

- Ashland, Bayfield, Florence, Forest, Iron, Langlade, Lincoln, Marathon, Marinette, Menominee, Oconto, Oneida, Portage, Price, Shawano, Taylor, Vilas, Waupaca, Wood

**Northeastern Regional Office**  
**Kathleen Vieau, Regional Field Operations Supervisor**  
**200 N. Jefferson – Suite 211**  
**Green Bay WI 54301**  
**(920) 448-5338**

- Brown, Calumet, Door, Fond du Lac, Green Lake, Kewaunee, Manitowoc, Marquette, Outagamie, Ozaukee, Sheboygan, Waushara, Winnebago

**Southern Regional Office**  
**Susan Blount, Regional Field Operations Supervisor**  
**2917 International Lane – Suite 210**  
**Madison WI 53704**  
**(608) 243-3868**

- Adams, Columbia, Crawford, Dane, Dodge, Grant, Green, Iowa, Jefferson, Juneau, Lafayette, Richland, Rock, Sauk, Vernon, Washington

**Southeastern Regional Office**  
**Susan Farmer, Regional Field Operations Supervisor**  
**819 N. 6<sup>th</sup> Street – Room 210**  
**Milwaukee WI 53203**  
**(414) 227-4565**

- Kenosha, Milwaukee, Racine, Walworth, Waukesha

**Western Regional Office**  
**Susan Murphy, Regional Field Operations Supervisor**  
**610 Gibson Street - Suite 1**  
**Eau Claire WI 54701-3687**  
**(715) 836-4029**

- Barron, Buffalo, Burnett, Chippewa, Clark, Douglas, Dunn, Eau Claire, Jackson, LaCrosse, Monroe, Pepin, Pierce, Polk, Rusk, Sawyer, St. Croix, Trempealeau, Washburn

If you have any questions regarding the changes in assisted living workload assignments, please contact the Regional Field Operations Supervisor for your region. Following is the website where you can access the State of Wisconsin map identifying the counties in each region effective June 1, 2004, [http://dhfs.wisconsin.gov/rl\\_DSL/Contacts/ALSreglmap.htm](http://dhfs.wisconsin.gov/rl_DSL/Contacts/ALSreglmap.htm)