

**AFCARS ASSESSMENT REVIEW IMPROVEMENT PLAN: Foster Care Data Elements**

**State: Alaska**

**AFCARS Reporting Period: April 1, 2006 - September 30, 2006 (2006B)**

<b>Data Element</b>	<b>Rating Factor</b>	<b>Findings</b>	<b>Tasks</b>	<b>Estimated/ Completed Date</b>	<b>Notes/Comments</b>
#61 Title IV-A	1	<p>There is no logic written to extract this data from ORCA, or through a possible interface.</p> <p>The system may have the capacity for this information to be recorded if a relative family is receiving TANF on behalf of the child in foster care.</p>	<p>1) The State must implement a method to collect and report this information regardless of the status of its SACWIS.</p> <p>1a) Provide an analysis of the existing system and a business plan for implementing the collection of this data without the interface.</p> <p>2) Complete the interface to the IV-A system.</p>		
#64 SSI or other Social Security Act Benefits  0-Does not apply 1-Applies	1	<p>There is no logic written to extract this data from ORCA or through a possible interface.</p> <p>This information must be reported regardless of the status of implementing an interface for SACWIS.</p>	<p>1) The State must implement a method to collect and report this information regardless of the status of its SACWIS.</p> <p>1a) Provide an analysis of the existing system and a business plan for implementing the collection of this data without the interface.</p> <p>2) Complete the interface to the Social Security system.</p>		
#65 None of the Above  0-Does not apply 1-Applies	1	<p>The program code does not include any logic for the extraction of this data.</p>	<p>1) Write, test, and implement program code to report this element as “applies” if none of the elements in elements #59 - 64 are “applies.”</p> <p>1a) Provide an analysis of the</p>		

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			<p>existing system and a business plan for implementing the collection of this data without the interface.</p> <p>2) Write, test, and implement program code to report this element as “applies” if the child has other assets, and/or if there is a source of income, Federal or non-Federal, in addition to one of the in elements #59 - 64.</p> <p>This element may be “applies” in addition to one of the elements in #59 - 64.</p>		
#5 Date of Most Recent Periodic Review (if applicable)	2	<p><u>Screen:</u> Meeting, Placement Tab</p> <p>1) The State is in the process of making corrections to this area to more closely associate the review information with the participant records in addition to the case records.</p> <p><u>Program Code:</u> LNs 4297, 5496-5686</p> <p>2) The State incorrectly does not report any review that may have been held during the first seven months after the removal date.</p>	<p>1) Once State has completed changes, provide Children’s Bureau (CB) with description of change. If there are changes to either the screens or the program code, provide copies to CB.</p> <p><u>Program Code:</u></p> <p>2) Modify the program code by removing the exclusion of periodic reviews held during the first seven months of the removal episode.</p> <p>2a) When the State changes</p>		

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		<p>2a) The condition applied to exclude reviews held in the first 7 months of the removal episode ensures that the reported date is for the current removal episode.</p> <p>3) The date entered for members of a sibling group may not be that child's actual review date, and/or does not get entered for each child in the sibling group.</p> <p><u>Data Quality</u> 4) There are 352 (13%) records that have a periodic review date prior to the period under review. The staff indicated these probably reflect cases that had been discharged but the discharge date was never entered.</p> <p>5) There are 1,930 (68%) records missing a periodic review. The State indicated there is a data entry issue.</p>	<p>the program code to include reviews held within the first 7 months after the removal date, it must continue to ensure that the reported date will be for the current removal episode.</p> <p>3) The State needs to ensure that the periodic review date is mapped for all children in a sibling group.</p> <p><u>Data Quality/ Training/ Supervision</u> 4) Continue and complete data clean-up for all closed cases.</p> <p>5) The State needs to clarify for staff the correct use of the fields on the "Meeting Session Details" screen for accurately recording the administrative review.</p> <p>5a) Describe, develop, and implement a method to ensure the accurate and timely entry of this data.</p>		
<p><u>Foster Care Race</u></p> <p>#8 Child's #52 1<sup>st</sup> Foster Caretaker's</p>	<p align="center">2</p>	<p><u>Screen:</u> Person Management; Basic tab</p>	<p>1) Modify the screen so that the case worker cannot select both "unable to determine" and a race.</p>		

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<p>#54 2<sup>nd</sup> Foster Caretaker's (if applicable)</p> <p><u>Adoption Race</u>                      #7 Child's Race                      #25 Adoptive Mother's                      #27 Adoptive Father's</p> <p>a. American Indian or Alaska Native                      b. Asian                      c. Black or African American                      d. Native Hawaiian or Other Pacific Islander                      e. White                      f. Unable to Determine</p>		<p><u>Program Code:</u> Foster Care LN 2653; Adoption 629-635; 2451-2459; 2637-2645; 2662-2670</p> <p>2) The program code incorrectly maps responses of both a race and "unable to determine" for the same person.</p> <p>3) The program code does not check the ethnicity fields for ethnicities that correspond to appropriate AFCARS race categories.</p> <p><u>Data Quality</u>  <u>Foster Care Frequency Report</u> (n=2,822): 4) There are 43 records missing data for the race elements. There are 230 (8%) records reported with two or more races and 5 (.18%) records with "unable to determine" plus a race.</p> <p><u>Adoption Frequency Report</u> (n=2,822): There are 0 records missing data for elements a – f. There are 18 (19%) records reported with two or more races; and, zero records with "unable to determine" plus a race.</p>	<p><u>Program Code</u>                      2a) Modify the program code so that it does not report both a race and "unable to determine."</p> <p>3) Modify the code to check for race categories in the ethnicity fields.</p> <p><u>Data Quality/ Training/ Supervision</u>                      4) The State needs to ensure that case workers understand this information is based on the client identifying his/her race (Child Welfare Policy Manual, section 1, AFCARS, 2.B.2, questions #2 and #6).</p> <p>5) Implement training and supervisory oversight for the correct entry of this data.</p>		

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		<p><u>Suggestions</u>  <u>Screen:</u> Person Management; Basic tab                      1) The screen has one field labeled “primary race” in which the workers are trained to make the first race selection. The case worker can insert additional race values in a field labeled “race.”</p>	<p><u>Suggestions</u>                      1) The State should reconsider the use of “primary” race field. The Children’s Bureau recommends that Alaska revise the field for race by combining them into one field that is multi-select.                       1a) The State may want to consider adding a pop-up message to remind the worker of the proper use of “unable to determine.”                       1b) The State may want to consider including the option “declined” to account for those situations in which an individual may refuse to provide the race of his/her child, or if age appropriate, the child refusing to provide his/her own race. The option would also be applicable for foster and adoptive parents that decline to provide their race information.</p>		
Race, Con’t #52 1 <sup>st</sup> Foster Caretaker’s #54 2 <sup>nd</sup> Foster Caretaker’s (if applicable)		<p><u>Program Code:</u> LN 6583</p> <p><u>Data Quality</u>  <u>Frequency Report:</u> Based on the frequencies for elements #41 and #49, there are records</p>	<p><u>Program Code</u>                      1) Modify the program code so that if the child is in a non-foster home setting, then these fields are left blank.                      2) If there is only one foster</p>		

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		<p>missing race information for the first foster parent.</p> <p><u>Frequency Report:</u> Based on the frequencies for elements #41 and #49, there are records missing race information for the second foster parent.</p>	<p>parent, these fields should be reported as blank.</p> <p><u>Data Quality/Training/Supervision</u> 1) Develop and implement a training/oversight plan to ensure correct data is entered into the system.</p>		
<p>#10 Has the child been clinically diagnosed as having a disability(ies)?</p> <p>1=Yes 2=No 3=Not yet Determined</p>	<p align="center">2</p>	<p><u>Screen:</u> Person Management; Client Info tab ORCA contains a robust medical profile module that is better suited to the collection of the child's health and mental health characteristics. This section is better suited for comprehensive information needed for elements #11 - 15. The diagnosed conditions fields are text entry fields.</p> <p><u>Data Quality</u> Based on the case file review and the frequency report this data is underreported.</p> <p><u>Frequency Report (n=2,822):</u> Yes = 466 (17%); No = 2,062 (73%); Not yet determined = 174 (6%); Not reported = 120 (4%)</p> <p><u>Case File Review Findings:</u> 7 (14%) of the records analyzed</p>	<p>1) Move the question for this element from the person management screen to the medical profile screen.</p> <p><u>Program Code</u> 2) Modify the program to extract the responses for this element from the medical profile screen once the change is completed.</p> <p><u>Data Quality/Training/Supervision</u> 3) Develop a method to ensure the accuracy, and timeliness, of the data entered for this element.</p>		

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		did not match what was reported in AFCARS. In the majority of the error cases, the response should have been “yes” instead of “not yet determined.”			
#11 Mental Retardation #12 Visually/Hearing Impaired #13 Physically Disabled #14 Emotionally Disturbed #15 Other Diagnosed Condition  [0 = Does not apply] 1 = Applies	2	<p><u>Screen:</u> Person Management; Client Info tab</p> <p>ORCA contains a robust medical profile module that is better suited to the collection of the child’s health and mental health characteristics. This section is better suited for comprehensive information needed for elements #11 - 15. The diagnosed conditions fields are text entry fields.</p> <p><u>Program Code:</u> Foster Care LNs 2702-2746; Adoption LNs 2516-2548.</p> <p>2) Foster Care: The program code incorrectly maps zeroes for elements #11-15 if element #10 is missing.</p> <p><u>Data Quality Frequency Report</u> (n=2,822): There were no records missing information even though there were 120 blank records in #10.</p>	<p>1) Modify the system by converting the diagnosed conditions fields on the medical profile to database fields.</p> <p><u>Program Code:</u></p> <p>2) Modify the extraction code to set elements #11-15 to blank if element #10 is blank.</p> <p>3) Map the new diagnosed conditions fields to the appropriate AFCARS fields. (See Technical Bulletin #14.)</p> <p><u>Data Quality/Training/Supervision</u></p> <p>4) Once the system changes have been completed, implement training and supervisory oversight for the correct entry of this data.</p>		

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		<p><u>Test Deck and Case File Review Findings:</u> There were diagnosed conditions in the test deck and from the case files that were entered incorrectly for element #14 and #15.</p>	<p>5) Develop a method to ensure the accuracy, and timeliness, of the data entered for this element.</p>		
<p>#17 If yes, how old was the child when the adoption was legalized?</p> <p>[0 = Not Applicable] 1 = less than 2 years old 2 = 2-5 years old 3 = 6-12 years old 4 = 13 years or older 5 = Unable to Determine</p>	<p align="center">2</p>	<p><u>Program Code:</u> LNs 2757-2789 The program code incorrectly sets this element to spaces when the response to element #16 is "no."</p>	<p>Modify the program code to set this element to "not applicable" if the child is known to have not been previously adopted.</p>		
<p>#18 Date of First Removal from Home</p>	<p align="center">2</p>	<p><u>Program Code:</u> LNs 4151-4214 1) In instances in which the child's first removal episode was 24 hours or less, the program code incorrectly extracts the begin date of the 24 hour episode as the first removal from home.  2) In instances where the child's first removal episode only contained a living arrangement in a hospital or a locked facility, the program code incorrectly extracts the date the child entered the hospital or locked facility as the first removal date.</p>	<p>1) Modify the program code to not include the first removal episode if it is 24 hours or less.  2) Modify the program code to not include the first removal episode begin date when the only placement is a hospital or locked facility.</p>		

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		<p>3) In instances where the child's first removal episode involved a child first placed in a hospital or a locked facility then going to a foster home or group home, the program code incorrectly extracts the date the child entered the hospital or locked facility as the first removal date.</p> <p><u>Data Quality</u> <u>Frequency Report:</u> There are no dates of first removal prior to 1997.</p> <p><u>Case File Review Findings:</u> 14 (28%) of the records analyzed did not match what was reported in AFCARS. In the majority of the error cases, the reviewers found earlier dates than what were reported in AFCARS. In eight of these cases, the child actually had multiple removals that were not reported to AFCARS.</p>	<p>3) The program code must be modified to extract the date the child is placed in a foster care setting.</p> <p><u>Data Quality/Training/Supervision</u> 4) See General Requirements Improvement Plan items #27 - 28.</p>		
#19 Total Number of Removals from Home	2	<p><u>Program Code:</u> LN 4221</p> <p>1) If the child had prior removals that are 24 hours or less, the program code incorrectly counts them as previous removals.</p>	<p>1) Modify the program code to exclude all removals that are 24 hours or less.</p>		

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		<p>2) If the child's removal episode only involves a placement in a hospital or locked facility, then the program code incorrectly counts it for this element.</p> <p><u>Data Quality Frequency Report:</u> There are 148 (5%) records with zero removals. Records with only one removal = 2,558 (91%). In the 2007A data file, the number of records with zero removals decreased to 31 (1%), and the number of records with one removal is 2,577 (92%).</p> <p><u>Case File Review Findings:</u> 9 (18%) of the records analyzed did not match what was reported in AFCARS. In the majority of error cases, the reviewers found more removals than what were reported in AFCARS.</p>	<p>2) Modify the program code to exclude all removals in which the only placement was in a hospital or a locked facility.</p> <p><u>Data Quality/Training/Supervision</u></p> <p>3) See General Requirements Improvement Plan items #27 - 28.</p>		
#20 Date Child was Discharged from last foster care episode (if applicable)	2	<u>Program Code:</u> LNs 5761-5883	<p>1) The program code is to be modified to not extract the ending date of removal episodes in which the only placement was in a hospital or a locked facility.</p> <p>2) Review the extraction code and determine the cause for</p>		

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		<p><u>Data Quality</u>  <u>Frequency Report:</u> There are no dates of discharge from a prior removal that is before 2002.</p> <p><u>Case File Review Findings:</u> 10 (20%) of the records analyzed did not match what was reported in AFCARS. In the majority of error cases, the reviewers found more removals than what were reported in AFCARS. There was one record with a date reported for this element, but element #19 indicated only one removal. The reviewer confirmed the child had only one removal episode.</p>	<p>reporting a date for this element when the child has only one removal episode.</p> <p><u>Data Quality/Training/Supervision</u>                      3) See General Requirements Improvement Plan items #27 - 28.</p>		
#21 Date of Latest Removal	2	<p><u>Program Code:</u> LNs 4291; 5885-5965</p> <p>1) In instances where the child's first living arrangement is a hospital or a locked facility at the time the agency obtains responsibility for care and placement, the program code incorrectly extracts the date the child entered the hospital or locked facility as the removal</p>	<p>1) Modify the program code to extract the date the child is placed in a foster care setting after initial placement in hospital or locked facility as the date of removal for AFCARS.</p>		

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		<p>date.</p> <p>2) The State does not include children in the foster care file who at the time the agency removes the child from his or her home, or the child is court ordered into the agency's responsibility for care and placement, runs away, and still is on runaway status as of the end of the report period.</p> <p><u>Data Quality</u> <u>Frequency Report:</u> There are 156 records with no removal date. The number of records with missing dates of removal in the 2007A file is reduced to 42. The State has been addressing this issue and cleaning up the data.</p> <p><u>Case File Review Findings:</u> 10 (20%) of the records analyzed did not match what was reported in AFCARS. In the majority of error cases, the reviewers found earlier dates of removal than what was reported in AFCARS.</p>	<p>2) Modify the program code to include children that initially are on "runaway" status.</p> <p>2a) Report the removal date of children on "runaway" status as the date the agency either physically removed the child from his/her home or the day of the court order, whichever is appropriate.</p> <p><u>Data Quality/Training/Supervision</u> 3) See General Requirements Improvement Plan items #27 - 28.</p>		
#23 Date of Placement in Current Foster Care Setting	2	<u>Program Code:</u> LNs 4300-4401			

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		<p>1) The program code extracts the start date of a hospital stay.</p> <p>2) The program code does not extract the start day of a “runaway” status when it is the first and only placement for the report period.</p>	<p>1) The program code must be modified to exclude acute care stays in hospitals.</p> <p>1b) Continue to extract the start date of hospital stays that are for non-acute care.</p> <p>2) Modify the program code to extract the start date of a runaway, if at the end of the report period the child is still on runaway status.</p>		
#24 Number of Previous Placement Settings in This Episode	2	<p><u>Program Code:</u> LNs 4406; 5969-6100</p> <p>1) The program code does not exclude acute care hospital visits from the count.</p> <p>2) The program code incorrectly increments the placement count if a child returns to the same foster home after a “runaway” or a “trial home visit” placement.</p> <p>3) The code incorrectly does not count one-day placements.</p>	<p>1) Modify the program code to exclude acute care stays from the number of placements.</p> <p>1a) Provide the State’s policy on acute care to the Children’s Bureau for review.</p> <p>1b) Continue to count hospital stays that are not for acute care.</p> <p>2) Modify the program code to not count the return from a runaway or trial home visit to the same foster care provide that the child was with prior to the runaway or trial home visit.</p> <p>3) Modify the program code</p>		

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		<p>4) The State does not include children in the foster care file who at the time the agency removes the child from his or her home, or the child is court ordered into the agency's responsibility for care and placement, runs away, and still is on runaway status as of the end of the report period.</p> <p><u>Data Quality</u>  <u>Case File Review Findings:</u> 8 (16%) of the records analyzed did not match what was reported in AFCARS. In six of the error cases, the reviewers found more placements than what were reported in AFCARS. All were placements that occurred prior to the implementation of ORCA.</p>	<p>by removing the exclusion of one-day placements.</p> <p>4) Modify the program code to count an only placement of "runaway" as zero. This is the only acceptable use of zero placements.</p> <p><u>Data Quality/Training/Supervision</u>                      5) See General Requirements Improvement Plan items #27 - 28.</p>		
<p>#25 Manner of Removal From Home for Current placement Episode</p> <p>1 = Voluntary                      2 = Court Ordered                      3 = Not Yet Determined</p>	<p align="center">2</p>	<p><u>Screen:</u> Placements and Services, Service tab</p> <p>1) The State indicated case workers are incorrectly using "emergency custody." The State is going to make a change to the language to ensure the wording matches practice.</p>	<p>1) If the State changes the option "emergency custody," submit a revised screen print.</p>		

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		<p><u>Program Code</u>: LNs 4410-4460 2) Based on the State’s practice, “emergency custody” is incorrectly mapped to “not yet determined.”</p> <p><u>Data Quality</u> <u>Frequency Report</u>: Not yet determined = 2,180 (77%). There are 143 records reported as blank. In the 2007A data file, the number of records missing information decreased to 29.</p> <p><u>Case File Review Findings</u>: 38 (76%) of the records analyzed did not match what was reported in AFCARS. In all of the error cases the AFCARS data indicated “not yet determined.” In every case the child had been in care for more than three days and the reviewer noted the manner as “court ordered.” In several cases the child had been in care for more than a year.</p>	<p><u>Program Code</u> 2) Modify the program code once changes are made for “emergency custody.”</p> <p>3) The State should conduct reviews of “voluntary placement agreements (VPA)” to ensure that a VPA continues to be reported in AFCARS even if a court order is obtained at 180 days (or sooner) to retain the child in foster care.</p> <p><u>Data Quality/Training/ Supervision</u> 4) Implement training once the changes are completed regarding “emergency custody.”</p>		
<p>#28 Neglect #29 Parent Alcohol Abuse #30 Parent Drug Abuse #31 Child Alcohol Abuse #32 Child Drug Abuse</p>	<p align="center">2</p>	<p><u>Screen</u>: Placements and Services, Services tab; Remove Reasons field</p> <p>1) For elements #29 – 32, the order of the items and/or the word order is causing case</p>	<p>1) Modify the language on the screen for the options associated with #29 - 32.</p>		

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<p>[0-Does not Apply] 1-Applies</p>		<p>workers to select the wrong option. Based on the case file findings for these elements, case workers appear to be checking the options for the child, instead of correctly checking the ones for the parent.</p> <p><u>Program Code:</u> LN 4466-4542 2) The program code does not check for the value of "mental injury."</p> <p><u>Data Quality</u> <u>Case File Review Findings:</u> 7 (14%) of the records analyzed did not match what was reported in AFCARS. The response should have been "applies" instead of "does not apply."</p> <p><u>Suggestions</u> Based on the case file review findings, it was noted that the State does a comprehensive job of screening for domestic violence. This could be added to the selections list, and would be mapped to "neglect." The State may want to add other options to the list that reflect additional reasons a child may</p>	<p><u>Program Code:</u> 2) Modify the program code to extract "mental injury" and map it to element #28, "neglect."</p> <p><u>Data Quality/Training/ Supervision</u> 3) Describe, develop, and implement a method to ensure the accurate and timely entry of this data.</p>		

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		enter foster care.			
#41 Current Placement Setting  1 = Pre-Adoptive Home 2 = Foster Family Home-Relative 3 = Foster Family Home-Non-Relative 4 = Group Home 5 = Institution 6 = Supervised Independent Living 7 = Runaway 8 = Trial Home Visit	2	<u>Program Code:</u> LNs 4546-4679 1) The program code incorrectly maps residential homes with 24-hour parents that have no more than eight children in the home to “group homes.”  2) The State incorrectly excludes non-acute hospital stays from being reported as the current placement setting for this element.  3) The State is including Juneau Youth Services and other similar centers in AFCARS as “institutions.”	1) Map small residential homes with 24-hour parents to “foster home.”  2) Modify the program code to extract hospital stays that are not for acute care to "institution."  3) Modify the program code to map Juneau Youth Services, and other similar centers, to “group homes.”		
#43 Most recent case plan goal  1 = Reunify With Parent(s) Or Principal Caretaker(s) 2 = Live With Relative(s) 3 = Adoption 4 = Long Term Foster Care 5 = Emancipation 6 = Guardianship 7 = Case Plan Goal Not Yet Established	2	<u>Screen:</u> Permanency Plan; Plan Information, Basic Tab  1) The State is evaluating the language used for case plans for older youth.  <u>Program Code:</u> LNs 4760-4827 2) For youth that the case plan is identifying a permanent connection with a foster parent, or someone close to the child, these goals are being mapped to the goal “long-term foster	1) If the State modifies the language used on the screen, submit a revised screen print to the Children’s Bureau.  <u>Program Code</u> 2) For youth in which the case plan involves having a permanent connection with an adult, map the goal to “emancipation.”  2a) In instances of children		

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**AFCARS Reporting Period: April 1, 2006 - September 30, 2006 (2006B)**

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		<p>care.”</p> <p>2a) For children with severe disabilities and a family are identified as a permanent connection for this child, the goal is mapped to “long-term foster care.”</p> <p>3) If no permanency plan has been created, the State reports "case plan goal not yet established." There is no program code to check if the child has been in care for more than 60 days.</p> <p><u>Data Quality</u></p> <p>4) Based on the case file review, there were goals reported to AFCARS that did not match the current goal in the paper file.</p>	<p>with disabilities that are in long-term foster care and a permanent family is involved with the child, map the goal to “emancipation.”</p> <p>3) Modify the program code to check if the child has been in care for 61 or more days, and no plan or goal is present, map a blank in AFCARS.</p> <p><u>Data Quality/Training/Supervision</u></p> <p>4) Describe, develop, and implement a method to ensure the accurate and timely entry of this data.</p>		
<p>#44 Caretaker Family Structure</p> <p>1 = Married Couple 2 = Unmarried Couple 3 = Single Female 4 = Single Male 5 = Unable to Determine</p>	<p align="center">2</p>	<p><u>Program Code:</u> LNs 4832-4907</p> <p>1) The program code checks if either there is no removal from home indicator in the set of episode records for a child, or there is a removal from home indicator and the caretaker structure code is zero. If either condition is found, the program code incorrectly reports the caretaker structure for the most recent removal episode where</p>	<p>1) Modify the program code to extract information for this element based on the current removal episode.</p> <p>1a) If the information is missing report this element as blank.</p> <p>1b) If the child has been abandoned, report "unable to determine."</p>		

**AFCARS ASSESSMENT REVIEW IMPROVEMENT PLAN: Foster Care Data Elements**

**State: Alaska**

**AFCARS Reporting Period: April 1, 2006 - September 30, 2006 (2006B)**

Data Element	Rating Factor	Findings	Tasks	Estimated/ Completed Date	Notes/Comments
		<p>the caretaker structure is not null. This approach may not report data for the current removal episode. The program code could be incorrectly extracting caretaker from a prior removal episode and for the current episode.</p> <p>2) The program code does not extract and map “legally separated” for this element.</p> <p><u>Data Quality</u>  <u>Frequency Report</u> (n=2,822):                      Married Couple = 704 (25%);                      Unmarried Couple= 487 (17%);                      Single Female = 1,092 (39%);                      Single Male = 168 (6%);                      Unable to Determine = 218 (8%);                      Not reported = 153 (5%)</p> <p>There are 184 fewer records reported with a family structure then there are dates of birth for element #45, 1<sup>st</sup> primary caretaker’s date of birth.</p>	<p>2) Modify the program code to map "6, legally separated" to “married couple.”</p> <p><u>Data Quality/Training/Supervision</u>                      3) Describe, develop, and implement a method to ensure the accurate and timely entry of this data.</p>		
<p>#47 Mother’s Date of TPR</p> <p>#48 Legal or Putative Father’s TPR</p>	<p align="center">2</p>	<p><u>Screen:</u> Legal Status                      1) The legal screen is used to record a variety of legal actions. The State may want to group the legal actions into like categories and then split this</p>	<p>1) If the State modifies the legal status screen, submit a copy of the revised screen.</p>		

**AFCARS ASSESSMENT REVIEW IMPROVEMENT PLAN: Foster Care Data Elements**

**State: Alaska**

**AFCARS Reporting Period: April 1, 2006 - September 30, 2006 (2006B)**

Data Element	Rating Factor	Findings	Tasks	Estimated/ Completed Date	Notes/Comments
		<p>screen into separate tabs.</p> <p>1a) The State discussed changing the wording of the field "Hearing Effective Date" to make it semantically correct for TPR by removing "effective" and making it "hearing date."</p> <p><u>Program Code:</u> LNs 5010; 6102-6413</p> <p>2) The program code incorrectly extracts the date from the "date order entered" field.</p> <p><u>Data Quality Case File Review Findings.</u> <u>Mother:</u> 10 (20%) of the records analyzed did not match what was reported in AFCARS. The significant issue found in the case file review was that this element was reported as blank, but the reviewers found a TPR date or a deceased date.</p> <p>Based on comments from the case file reviewers, case workers are not using the same dates for the field used for AFCARS extraction.</p>	<p><u>Program Code</u></p> <p>2) Modify the program code to extract the date of the hearing.</p> <p>3) The State also needs to modify the program code to select the most recent TPR date for mom.</p> <p><u>Data Quality/Training/ Supervision</u></p> <p>4) Provide training regarding any changes made to the system screen and/or fields.</p> <p>5) Clarify with case workers what dates are to be recorded in the each of the date fields.</p> <p>6) Implement training and supervisory oversight for the correct entry of this data.</p>		

**AFCARS ASSESSMENT REVIEW IMPROVEMENT PLAN: Foster Care Data Elements**

**State: Alaska**

**AFCARS Reporting Period: April 1, 2006 - September 30, 2006 (2006B)**

Data Element	Rating Factor	Findings	Tasks	Estimated/ Completed Date	Notes/Comments
		<p><u>Case File Review Findings.</u>  <u>Father:</u> 8 (16%) of the records analyzed did not match what was reported in AFCARS. The significant issue found in the case file review was that this element was reported as blank in AFCARS, but the reviewers found a TPR date or a deceased date.</p>			
<p>#49 Foster Family Structure</p> <p>0 = Not Applicable                      1 = Married Couple                      2 = Unmarried Couple                      3 = Single Female                      4 = Single Male</p>	<p align="center">2</p>	<p><u>Program Code:</u> LNs #5025-5029; 6458-6542</p> <p>1) The program code does not extract and map “legally separated” for this element.</p> <p>2) The program code does not explicitly map the values 4-8 in element #41, so they are incorrectly reported as blank for this element.</p> <p><u>Data Quality</u>  <u>Frequency Report</u> (n=2,822):                      Married Couple = 1,187 (42%); Unmarried Couple= 71 (3%); Single Female = 477 (17%); Single Male = 64 (2%); Not applicable = 0; Not reported = 1,023 (36%)                      Based on the frequencies for foster home settings in element #41, there are 1,930 records. However, there are only 1,799</p>	<p>1) Modify the program code to map "6, legally separated" to “married couple.”</p> <p>2) Modify the program code to map the non-foster home settings in element #41 to "not applicable" in element #49.</p> <p><u>Data Quality/Training/Supervision</u>                      3) Describe, develop, and implement a method to ensure the accurate and timely entry of this data.</p>		

**AFCARS ASSESSMENT REVIEW IMPROVEMENT PLAN: Foster Care Data Elements**

**State: Alaska**

**AFCARS Reporting Period: April 1, 2006 - September 30, 2006 (2006B)**

<b>Data Element</b>	<b>Rating Factor</b>	<b>Findings</b>	<b>Tasks</b>	<b>Estimated/ Completed Date</b>	<b>Notes/Comments</b>
		<p>records indicating a family structure for this element.</p> <p>There are 59 more records reported in element #50, 1<sup>st</sup> foster caretaker's date of birth, than there are records reported with a family structure in the this element.</p>			
<p>#53 1<sup>st</sup> Foster Caretaker's Hispanic or Latino Origin</p> <p>#55 2<sup>nd</sup> Foster Caretaker's Hispanic Origin</p> <p>0 = Not applicable 1 = Yes 2 = No 3 = Unable to Determine</p>	2	<p><u>Program Code:</u> LNs #6600-6662</p> <p>1) If foster care element #41 is a non-foster care setting, this element is incorrectly reported as blank.</p> <p>2) If there is only one foster parent, this element is to be reported as "not applicable."</p> <p><u>Data Quality</u> <u>Frequency Report:</u> 3) Based on the frequencies for elements #41 and #49, there are records missing this information.</p>	<p>1) Modify the program code to map this element to "not applicable" when element #41 is a value of 4 through 8.</p> <p>2) Modify the program code to map "not applicable" for this element when element #49 is either a "single female" or a "single male."</p> <p><u>Data Quality/Training/Supervision</u> 3) Describe, develop, and implement a method to ensure the accurate and timely entry of this data.</p>		
#56 Date of Discharge from foster care	2	<p><u>Screen:</u> Placements and Services, Service tab; Placement Ending subscreen, Discharge Ending tab</p> <p><u>Program Code:</u> LN 5070</p>	1) The State needs to develop a method, or have case workers enter, a discharge date for 18+ year olds. For those youth eligible for title IV-E, report the date the child is no longer eligible for IV-E.		

**AFCARS ASSESSMENT REVIEW IMPROVEMENT PLAN: Foster Care Data Elements**

**State: Alaska**

**AFCARS Reporting Period: April 1, 2006 - September 30, 2006 (2006B)**

Data Element	Rating Factor	Findings	Tasks	Estimated/ Completed Date	Notes/Comments
			1a) Notify the Children’s Bureau of the State’s plan for modifications to the system/program code.  1b) Implement changes, if applicable, to the screen and provide screen print.  1c) Modify the program code to report the child’s day of birth as the discharge date at the 18 <sup>th</sup> birthday, or when no longer receiving title IV-E if over the age of 18.		
#58 Reason for Discharge  [0 = Not Applicable] 1 = Reunification with Parent(s) or Primary Caretaker(s) 2 = Living with Other Relative(s) 3 = Adoption 4 = Emancipation 5 = Guardianship 6 = Transfer to Another Agency 7 = Runaway 8 = Death of Child	2	<u>Program Code:</u> LNs # 5155-5277 1) The State is incorrectly reporting records of children still in care as blank.  <u>Frequency Report</u> (n=2,822): Not Applicable = 0; Reunification = 426 (15%); Living with Other Relative(s) = 8 (.28%); Adoption = 111 (4%); Emancipation = 43 (2%); Guardianship = 32 (1%); Transfer to Another Agency = 5 (.18%); Runaway = 17 (.60%); Death of Child = 1; Not reported = 2,179	1) Modify the program code to map the records of children still in care to “not applicable.”  2) The State needs to develop a method, or have case workers enter, a discharge date for 18+ year olds. For those youth eligible for title IV-E, report the date the child is no longer eligible for IV-E.  2a) Notify the Children’s Bureau of the State’s plan for modifications to the system/program code.  2b) Implement changes, if		

**AFCARS ASSESSMENT REVIEW IMPROVEMENT PLAN: Foster Care Data Elements**

**State: Alaska**

**AFCARS Reporting Period: April 1, 2006 - September 30, 2006 (2006B)**

<b>Data Element</b>	<b>Rating Factor</b>	<b>Findings</b>	<b>Tasks</b>	<b>Estimated/ Completed Date</b>	<b>Notes/Comments</b>
			<p>applicable, to the screen and provide screen print.</p> <p>2c) Modify the program code to report the child's day of birth as the discharge date at the 18<sup>th</sup> birthday, or when no longer receiving title IV-E if over the age of 18.</p>		
<p>#60 Title IV-E (Adoption Subsidy)</p> <p>0-Does not apply 1-Applies</p>	2	<p>There may be a possibility the program code is only extracting this data on subsidy for finalized adoptions.</p>	<p>1) Review the program code, specifically in the area of legal status, to ensure this data reflects children still in foster care.</p>		
<p>#62 Title IV-D (Child Support)</p> <p>0-Does not apply 1-Applies</p>	2	<p><u>Post site-visit:</u> The State added program code to populate foster care element #62, IV-D child support. The program code sets this element to "yes" only if the child's trust account has had a deposit transaction with a benefit type of "child support" no earlier than the start date of the current foster care setting. Although the program code reports only child support deposits that occur after the start date of the current foster care setting, it does not restrict those deposits to being within the current reporting period.</p>	<p>Modify the code to report deposits that occur only within the current reporting period.</p>		
<p>#63 Title XIX (Medicaid)</p> <p>0-Does not apply</p>	2	<p>There is an error in the program code that prevents this data from being extracted.</p>	<p>Evaluate the cause of the error in the program and make modifications as</p>		

**AFCARS ASSESSMENT REVIEW IMPROVEMENT PLAN: Foster Care Data Elements**

**State: Alaska**

**AFCARS Reporting Period: April 1, 2006 - September 30, 2006 (2006B)**

<b>Data Element</b>	<b>Rating Factor</b>	<b>Findings</b>	<b>Tasks</b>	<b>Estimated/ Completed Date</b>	<b>Notes/Comments</b>
1-Applies			necessary.  Provide the Children's Bureau with information regarding the problem.		
#66 Amount Of Monthly Foster Care Payment (regardless of source)  0-Does not apply 1-Applies	2	If a payment is found, the program code sums all the payments for the child that were in that month. This could be incorrect if the payments were for other than room and board.	Re-evaluate what is being reported for this element in context to the child's current living arrangement at the end of the month. Make modifications to the program code, if necessary, to only extract the amount for maintenance.		
#3 Local Agency (County or Equivalent Jurisdiction)	3	Central Office, which is located in Juneau, was used for conversion cases.	Review all of the Juneau cases to identify those conversion cases that are still incorrectly coded to the Juneau office and recode to the correct local office.  Resubmit the 2006B data files.		
#6 Child Birth Date	3	<u>Frequency Report</u> (n=2,822): There is one 22 year old; two 21 year olds; thirteen 20 year olds.  The issue related to older youth being incorrectly reported in AFCARS is addressed in General Requirements #8, and foster care elements #56 and #58.	1) Instruct case workers that if the date of birth is estimated, the correct day to use is the 15 <sup>th</sup> day of the month.  2) Resubmit 2006B data once changes are completed for the youth over 18.		
#16 Has this child ever	3	<u>Frequency Report</u> (n=2,822):			

**AFCARS ASSESSMENT REVIEW IMPROVEMENT PLAN: Foster Care Data Elements**

**State: Alaska**

**AFCARS Reporting Period: April 1, 2006 - September 30, 2006 (2006B)**

Data Element	Rating Factor	Findings	Tasks	Estimated/ Completed Date	Notes/Comments
<p>been adopted?</p> <p>1 = Yes 2 = No 3 = Unable to Determine</p>		<p>Yes = 71 (3%); No = 1,609 (57%); Unable to determine = 2 (.07%); Missing = 1,140 (40%)</p> <p>There is a need for data clean-up based on conversion. The number of records missing this information is high.</p> <p><u>Case File Review Findings:</u> 20 (40%) of the records analyzed did not match what was reported in AFCARS. In the error cases, the AFCARS files were missing data. In 16 of the cases, the reviewer found the child had not been previously adopted. In two cases, the reviewer could not find the information (more than likely the response was “no”).</p>	<p><u>Data Quality/Training/Supervision</u></p> <p>5) See General Requirements Improvement Plan items #27 - 28.</p>		
<p>Actions or Conditions Associated With Child’s Removal (Indicate all that apply with a “1”.)</p> <p>#26 Physical Abuse #27 Sexual Abuse #33 Child Disability #34 Child’s Behavior Problem #35 Death of Parent #36 Incarceration of Parent</p>	<p align="center">3</p>	<p><u>Case File Review Findings:</u> The data for elements #26 - 40 appear to be underreported based on the case file review findings. There was an underreporting of information for elements #26 – 40, circumstances associated with removal. The majority of errors were due to the reviewers finding that the condition was present and the basis for a child’s removal.</p>	<p><u>Data Quality/Training/Supervision</u></p> <p>Describe, develop, and implement a method to ensure the accurate and timely entry of this data.</p>		

**AFCARS ASSESSMENT REVIEW IMPROVEMENT PLAN: Foster Care Data Elements**

**State: Alaska**

**AFCARS Reporting Period: April 1, 2006 - September 30, 2006 (2006B)**

<b>Data Element</b>	<b>Rating Factor</b>	<b>Findings</b>	<b>Tasks</b>	<b>Estimated/ Completed Date</b>	<b>Notes/Comments</b>
#37 Caretaker Inability to Cope Due to Illness or Other Reasons #38 Abandonment #39 Relinquishment #40 Inadequate Housing  [0-Does not Apply] 1-Applies					
#46 2 <sup>nd</sup> Primary Caretaker's Birth Year (if applicable)	3	<p><u>Frequency Report</u> (n=2,822): There are 8 records indicating the caretaker is 10 or younger.</p> <p>There are 291 records missing a year of birth based on the family structures of "married couple" and "unmarried couple" in element #44.</p> <p><u>Case File Review Findings:</u> 8 (17%) of the records analyzed did not match what was reported in AFCARS. This field was reported as blank, but element #44 indicated a "married couple" or "unmarried couple."</p>	<p><u>Data Quality/Training/Supervision</u> Describe, develop, and implement a method to ensure the accurate and timely entry of this data.</p>		
#50 1 <sup>st</sup> Foster Caretaker's Birth Year  #51 2 <sup>nd</sup> Foster Caretaker's Birth Year	3	<p><u>Frequency Report:</u> There are several minors reported as being foster parents</p>	<p><u>Data Quality/Training/Supervision</u> Describe, develop, and implement a method to ensure the accurate and timely entry of this data.</p>		
#59 Title IV-E (Foster	3	The program code checks if at	Describe, develop, and		

**AFCARS ASSESSMENT REVIEW IMPROVEMENT PLAN: Foster Care Data Elements**

**State: Alaska**

**AFCARS Reporting Period: April 1, 2006 - September 30, 2006 (2006B)**

<b>Data Element</b>	<b>Rating Factor</b>	<b>Findings</b>	<b>Tasks</b>	<b>Estimated/ Completed Date</b>	<b>Notes/Comments</b>
Care) 0-Does not apply 1-Applies		any time during the report period title IV-E applied for the child.  In the past there have been problems with obtaining the sample for the title IV-E foster care reviews.	implement a method to ensure the accurate and timely entry of this data.		

**AFCARS ASSESSMENT REVIEW IMPROVEMENT PLAN: Adoption Data Elements**

**State: Alaska**

**AFCARS Reporting Period: April 1, 2006 - September 30, 2006 (2006B)**

<b>Data Element</b>	<b>Rating Factor</b>	<b>Findings</b>	<b>Tasks</b>	<b>Estimated/ Completed Date</b>	<b>Notes/Comments</b>
<p>#10 Primary Basis for Determining Special Needs</p> <p>0 = Not Applicable                      1 = Racial/Original Background                      2 = Age                      3 = Membership in a Sibling Group                      4 = Medical Conditions or Mental, Physical or Emotional Disabilities                      5 = Other</p>	2	<p><u>Program code:</u> LNs 2497-2512.</p> <p>1) The program code incorrectly maps responses of “not applicable” to blank.</p> <p><u>Frequency Report</u> (n=96): Not applicable = 0; Race/Original Background = 12 (13%); Age = 2 (2%); Sibling group = 38 (40%); Medical, etc. = 34 (35%); Other = 8 (8%); Not reported = 2</p>	<p>1) Map the option “not applicable” to the AFCARS value of “not applicable.”</p>		
<p>#18 Mother Married at Time of Birth</p> <p>1 = Yes                      2 = No                      3 = Unable to Determine</p>	2	<p><u>Screen:</u> Adoption Referral, Birth Parents Tab</p> <p>1) This question is located on the adoption screens and is not on the case management screens.</p>	<p>1) Modify the system to collect this information on one of the screens used during an early period of time after the case opening, such as on the person management screen.</p> <p>1a) Modify the program code to extract this information from the new location.</p>		
<p>#22 Adoptive Family Structure</p> <p>1 = Married Couple                      2 = Unmarried Couple                      3 = Single Female                      4 = Single Male</p>	2	<p><u>Screen/Program Code:</u> Maintain Case/ LN #2572-2619.</p> <p>1) This program code uses an adoption subsidy screen and the fields “case type” and “description.” The “description” field is a drop-down list of several types of relationships, and includes</p>	<p>1) Modify the extraction code to obtain this information from the marital status field on the person management screen.</p>		

**AFCARS ASSESSMENT REVIEW IMPROVEMENT PLAN: Adoption Data Elements**

**State: Alaska**

**AFCARS Reporting Period: April 1, 2006 - September 30, 2006 (2006B)**

Data Element	Rating Factor	Findings	Tasks	Estimated/ Completed Date	Notes/Comments
		<p>non-foster care settings. The “Person Management, Basic Tab” screen is a better option since it contains a field “marital status,” and is used to record the adoptive family’s date of birth, race, and Hispanic origin.</p> <p>2) The program code maps “38, Two Parents - Marital Status Unknown” to “unmarried couple.”</p> <p><u>Data Quality</u> <u>Frequency Report:</u> There are seven records missing this information. There should be no missing data for this element, especially given the State’s practice that all children adopted must reside with the adoptive parents for six months prior to the finalized adoption.</p>	<p>2) Since the family structure for adoptive parents should never be “unknown,” map “38, Two Parents - Marital Status Unknown” to blank.</p> <p><u>Data Quality/Training/ Supervision</u> 3) Develop a method to ensure the accuracy, and timeliness, of the data entered for this element.</p>		
<p>#26 Adoptive Mother's Hispanic Origin</p> <p>#28 Adoptive Father's Hispanic Origin</p> <p>0 = Not Applicable 1 = Yes 2 = No 3 = Unable to Determine</p>	<p align="center">2</p>	<p><u>Program Code:</u> Mother LNs 2650-2652; Father LNs 2675-2677</p>	<p>If a single male adopts a child, this element must be reported as “not applicable.”</p> <p>If a single female adopts a child, this element must be reported as “not applicable.”</p>		

**AFCARS ASSESSMENT REVIEW IMPROVEMENT PLAN: Adoption Data Elements**

**State: Alaska**

**AFCARS Reporting Period: April 1, 2006 - September 30, 2006 (2006B)**

<b>Data Element</b>	<b>Rating Factor</b>	<b>Findings</b>	<b>Tasks</b>	<b>Estimated/ Completed Date</b>	<b>Notes/Comments</b>
#29 –32  #29 Relationship of Adoptive Parent to Child - Stepparent #30 Relationship of Adoptive Parent to Child - Other Relative #31 Relationship of Adoptive Parent to Child - Foster Parent #32 Relationship of Adoptive Parent to Child - Other Non-Relative  0 = Does not Apply 1 = Applies	2	<u>Screen</u> : Case Closure This is a single select field on the screen.  <u>Program Code</u> : LNs 2683-2693.	1) Modify the data entry to allow the selection of more than one option.  <u>Program Code</u> 2) Modify the program code to extract all of the relationships that apply.  <u>Data Quality/Training/Supervision</u> 3) Implement training and supervisory oversight for the correct entry of this data.		
#19 Date of Mother's TPR  #20 Date of Father's TPR	3	See the notes for foster care elements #46 and #47. Since these fields are the same for foster care, the issues of data accuracy apply here.	Implement training and supervisory oversight for the correct entry of this data.		
#23 Adoptive Mother's Year of Birth  #24 Adoptive Father's Year of Birth	3	<u>Frequency Report</u> : There are seven records missing this information.  There should be no missing data for this element; especially given the State's practice that all children being adopted must reside with the adoptive parents for six months prior to the finalized adoption.	Describe, develop, and implement a method to ensure the accurate and timely entry of this data.		