

**AFCARS ASSESSMENT REVIEW FINDINGS: Foster Care Data Elements**

**State: Illinois**

**AFCARS Reporting Period: October 1, 2009 – March 31, 2010 (2010A)**

Data Element	Rating Factor	Notes/Findings
#1 State	4	<u>Program Code: CFAF6000</u> The State code “17” is hard coded in the extraction code.
#2 Report Date  ____(mo) ____ (year)	4	<u>Program Code: CFAF6000</u> The date is manually entered into a date file that is read by the extract code.
#3 Local Agency (County or Equivalent Jurisdiction)	4	<u>Program Code: CFAF6000 - 8100</u> The extract code uses case worker information to determine the office responsible for the case.  In some of the field offices there are teams that cover more than one county.
#4 Record Number	4	<u>Screen/System</u> This information comes from the Child and Youth Centered Information System (CYCIS).  <u>Program Code: CFAF6000</u> The extract code populates the record number with the child’s unique identifier. The State encrypts the record number.
#5 Date of Most Recent Periodic Review (if applicable)  ____(mo) ____ (day)____(year)	2	<u>Frequency Report (n=20,493)</u> There are records with review dates between 1995 and 2008 (1.19%). The State may want to identify the records with the old review dates and determine if these are actually closed foster care cases that were never entered as discharges on the system, or if there is another contributing factor causing the old dates.  <u>Case File Review Findings</u> 20 (32%) of the records analyzed did not match what was reported in AFCARS. There were cases in which a periodic review had been conducted within seven months of a child’s removal from home but was not reported in the AFCARS file. Based on the case file review findings, some of the older periodic review dates noted above are from cases of youth over the age of 18 that should not have been in the reporting population. As noted in the program code findings below the program code is checking for a legal date if the child has discharged from foster care. Since the program code is not checking the type of legal hearing, it is possible that dates that do not represent a periodic review of the case can be reported incorrectly for this element. This is supported by the results of the test cases and comments made by the case file reviewers. In some instances, the discharge date and the periodic review matched but a periodic review of the case had not been conducted.  <u>Forms/Screen/System</u> Form CFS – 1420 – Case Review Form

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		<p>Form CFS - 1425L - Legal History Maintenance</p> <p>The CFS 1420 is completed at the time of the initial service plan (30 days after a child enters foster care). The “turnaround” copy is used to record future service planning and non-administrative case review activity. The instructions for the CFS 1420 include the following types of case reviews: “initial service plan (01),” “non-administrative case review (02),” “unscheduled review/goal revision (03),” “administrative review (04)” and, “permanency hearing (06).” The “45-day review (05),” “three month review (07)” and “court ordered review (08)” appear to be inactive codes.</p> <p>The CFS 1425L is used to report changes in a child’s legal status during the course of a case, the outcome of court hearings are recorded, and the legal responsibility at the opening of a case. At the time of the opening of a case, this form is to be attached to the CFS 1410, Registration/Case Opening Form.</p> <p>Child and Youth Centered Information System (CYCIS): Case Review (CM-09) Screen CYCIS Legal History (CM-13) Screen</p> <p>The instructions for the legal history screen references “AC - 05 (administrative case review).” Also, according to the CM Manual, the value “06, permanency hearing” cannot be entered on the Case Review screen and can only be entered on the Legal History screen.</p> <p><u>Program Code:</u> CFAF6006 - 4600, 7104, and 7105</p> <p>First, the program code checks for whether the child was discharged from foster care during the report period. If so, the program code extracts the most recent legal date that is less than or equal to the discharge date. It appears that this is the only instance (child discharged from foster care) in which the program code checks the legal history for this element.</p> <p>If the child is still in foster care, the program code checks for the most recent case review date from the case journal database (case review screen). If a date is found, it is used for this element.</p> <p>If the child has been in foster care for six months or less, the program code is not checking for a periodic review date.</p> <p>There are fields in CYCIS for the date the administrative review. However, the extraction code is not using these fields to extract the data.</p>

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		<p>The program code needs several corrections and simplified. The extraction routine needs to check for the most recent periodic review date for the current removal episode that is prior to the end of the report period. The use of the discharge date should be removed from the routine. The program code must check for the type of legal hearing. The program code should only check for legal types “DP, dispositional” (if it meets the requirements under section 422(b)(8)(A)(ii) of the SSA) or “PH, permanency hearing.” If an administrative review and a court periodic review date both are present, the program code is to extract the later of the two dates. Also, the program code should check for a periodic review date regardless of how long the child has been in foster care.</p> <p>Note: “An entry in this field certifies that the child’s computer record is current up to this date” (Appendix A, section II, of 45 CFR 1355).</p> <p><u>Post site-visit extraction code changes</u> The program code was modified and no longer checks the most recent legal date prior to or equal to the discharge date.</p>
<p>#6 Child Birth Date ____(mo) ____ (day)____(year)</p>	<p align="center">3</p>	<p><u>Forms/Screen/System</u> Form CFS 1410 - Registration/Case Opening</p> <p>Statewide Automated Child Welfare information System<sup>1</sup> (SACWIS) Person Management Screen</p> <p>CYCIS Client Basic Registration (CR-03) Screen</p> <p>CYCIS Client Registration Manual (CR) Page 14 – Client Basic Registration (CR-03): “The purpose of the client basic registration screen is to inquire, add, and update for client information on all CFS clients. This screen is the fundamental client screen in MARS/CYCIS. This screen's data must be added to the system before any other client screen data can be entered, with the exception of the assessment screen (CM-90).”</p> <p>For those counties using SACWIS, this information is entered on the Person Management Screen. Those not using SACWIS complete the CFS 1410 form. Either the manual CFS1410 or a “person profile” from the SACWIS is submitted to clerical staff to enter the information into CYCIS. The CFS 1410 is used to open a case. Changes are made on the “turnaround” form that is printed from CYCIS and turned in to clerical staff for data entry.</p>

<sup>1</sup> Note: This is the name of the Illinois system. However, the State did not elect to develop a system that meets the Federal requirements for a SACWIS.

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		<p><u>Frequency Report</u> There are records with a year of birth of 1991 and older, back to 1982.</p> <p><u>Program Code:</u> CFAF6006, 2500, 7200 The program code extracts the child's date of birth from the client registration database. See findings in the General Requirements Findings item #7.</p>
<p>#7 Child Sex</p> <p>1 = Male 2 = Female</p>	<p>2 3</p>	<p><u>Forms/Screen/System</u> Form CFS 1410 - Registration/Case Opening SACWIS Person Management Screen CYCIS Client Basic Registration (CR-03)</p> <p>The instructions for sex on the CFS 1410 - Registration/Case Opening form indicates that "unknown" is used when the child or care giver does not offer the information, the worker has not inquired as to the gender and the gender is unclear.</p> <p>Also, the instructions indicate that the value "not reported" should be used when "the client or care-giving person does not offer the information, the worker does inquire about the gender, and the client declines to give the information."</p> <p><u>Program Code:</u> CFAF6006, 2500 The extraction code maps the State value "M, male" to the AFCARS value "male." Otherwise, this element is set to "female."</p> <p>Missing data or an invalid value are set to "female." If the information is missing, this field is to be reported as blank. This should also include the State's values of "unknown" and "not reported."</p> <p><u>Post site-visit extraction code changes</u> The program code was modified. It now sets the State's value "F, female" to the AFCARS value "2." If either "male" or "female" is not found, this element is set to blank. The 2010B file indicates there are 20 records missing this information.</p>
<p>#8 Child's Race</p> <p>0 = Does not apply 1 = Apply</p>	<p>2</p>	<p><u>Forms/Screen/System</u> Form CFS 1410 - Registration/Case Opening. The options listed in the instructions for the CFS 1410 are: White (WH), Native American (Indian or Eskimo) (NA), Black (BL), Asian/Oriental (AO), Pacific Islander (PI) and Not Reported (NR). See element #7 for the definition of "not reported."</p>

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<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>CYCIS Client Basic Registration (CR-03) Screen                      SACWIS Person Management Screen</p> <p>The SACWIS system currently has fields for a primary race and four other races. The State should consider removing any distinctions of “primary” and “secondary.” The Children’s Bureau recommends each race option should be listed individually and the case worker can select all that apply.</p> <p>The State may want to change the language from “unable to determine” to “abandoned” so that it is clear to the case worker when it is a suitable option.</p> <p><i>NYTD race reporting</i>                      Since NYTD data collection began October 1, 2010 and includes the values of “unknown” and “declined” the State may want to add “abandoned” to its options. Also, since the NYTD definition of “unknown” encompasses two situations in which it can be used, the State may want to use language on the screen that is more meaningful to the worker, such as, “incapacitated” and “multi-racial-other race not known.” These would then map in NYTD to “unknown.”</p> <p>For AFCARS reporting purposes:                      &gt; If a person declines to provide the worker with his/her race, or the parent declines to provide race information for the child, then “decline” would map to the AFCARS value “unable to determine.”                      &gt; If a child is abandoned and there is no one available to provide the race of the child, then “abandoned” would be mapped to the AFCARS value “unable to determine.”                      &gt; If a child, youth, or parent, is incapacitated and unable to provide the worker with race information, the worker would select “incapacitated/unknown.” This value would be mapped to the AFCARS value “unable to determine.”                      &gt; If a person is multi-racial, but only knows one race and not the other race(s), the worker would select “multi-racial-other race not known/unknown.” The selected race would be mapped to the appropriate race in AFCARS and “multi-racial-other race not known/unknown” is mapped to blank.</p> <p><u>Frequency Report:</u> 922 (5%) of the records are reported as “unable to determine.” There were 19 (.09%) records reported with two or more races. In the 2010B report the number increased to 24 (.12%).</p> <p>As a reminder, AFCARS requirements state that a person’s race is to be self-identified. In the case of a very young or severely disabled child, the parent identifies the child’s race(s).</p>

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		<p><u>Program Code: CFAF6006, 2500, 2505</u>                      The extract code processes five sets of client race code fields (to accommodate the need for multiple race categories per person) and sets the AFCARS values.                      The program code maps “AO, Asian/Orient/Pac ISL” to “Asian.” The State needs to update its code table to reflect “AO” as “Asian/Oriental.”</p> <p>The program code maps “NR” (not reported) or “DI” (no value for DI on code table) to “unable to determine.” The State’s value “not reported” should be mapped to blanks. Missing data are to be reported as blanks. <i>Post Site-Visit Corrections:</i> The extraction code was modified, the State value “NR” is no longer included in the extraction routine for race. The race elements are now initialized to blank. So if no information is entered into the system, this element will be reported as missing. The 2010B data indicate there are records missing race information.</p> <p>The value “DI” is not on the screens of either system. The programmer notes in CFAF indicate this value was added June 27, 2010. It is not included in the instructions or on the code table. Please define this value and update related documentation.</p> <p>Based on the frequency report for the 2010B file, there are no records reported as “unable to determine.” In light of the new values for NYTD, it is strongly recommended that the State add the values noted above to the race fields in order to have a more accurate representation of a person’s characteristics, and if the information is not present, the reason why based on the person declining, being incapacitated, or the child enter foster care as a “Safe Haven” infant.</p>
<p>#9 Hispanic/Latino Origin</p> <p>1 = Yes                      2 = No                      3 = Unable to Determine</p>	<p align="center">2</p>	<p><u>Forms/Screen/System</u>                      Form CFS 1410 - Registration/Case Opening</p> <p>CYCIS Client Basic Registration (CR-03)                      SACWIS Person Management Screen</p> <p>The CYCIS screen does not have a separate field for Hispanic/Latino Origin. The screen must be modified to include a field for Hispanic/Latino ethnicity.</p> <p>This element is rated a “2” since the data is collected in the SACWIS and this is where the program code should be extracting it in order to populate this element.</p>

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		<p>The State may want to consider adding “abandoned” and “declined” in place of the AFCARS value of “unable to determine” in order to make the options available to the worker more meaningful. See the discussion related the new NYTD options below.</p> <p><u>NYTD Ethnicity</u>                      NYTD includes the options “unknown” and “declined.” “Unknown” means that the youth and/or parent is unable to communicate the youth’s ethnicity. “Declined” means that the youth or parent has declined to identify the youth’s Hispanic or Latino ethnicity. Both of these options are mapped to the AFCARS value of “unable to determine.”</p> <p><u>Frequency Report (n = 20,493):</u> Yes = 1,144 (6%); No = 14,669 (72%); Unable to determine = 4,668 (23%); Not reported = 12 (.06%)</p> <p><u>Case File Review Findings</u>                      12 (19%) of the records analyzed did not match what was reported in AFCARS. In the majority of cases the response should have been “no” instead of “unable to determine.”</p> <p><u>Program Code: CFAF6006, 2505</u>                      The extract code correctly maps the Hispanic Origin codes to the AFCARS value of “yes.” If “NH, Not Hispanic” is found, this element is set to “no.”</p> <p>The value “DI” is mapped to “unable to determine.” See discussion regarding this value in element #8.</p> <p>The extraction code incorrectly maps “not reported” to “unable to determine.” “Not reported” reflects that either the person did not provide the information or that the case worker inquired but the person declined to give the information. Missing data are to be mapped to blanks in AFCARS. This value should be mapped to blank until the State adds the additional options for abandoned and declined. <i>Post Site-Visit Corrections:</i> The extraction code was modified and the State value “NR” is now mapped to blank. The 2010B file indicates there are now 4,913 (24%) records missing this information.</p>
<p>#10 Has the child been clinically diagnosed as having a disability(ies)?</p> <p>1=Yes 2=No</p>	<p align="center">2</p>	<p><u>Frequency Report (n=20,493):</u> Yes = 6,538 (32%); No = 13,725 (67%); Not yet determined = 55 (.27%); Not reported = 175 (.85%)</p> <p>Due to the way this data is collected and reported, it is possible that the “no” responses are false no’s and the data is in fact missing.</p>

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3=Not yet determined		<p><u>Case File Review Findings</u>                      11 (18%) of the records analyzed did not match what was reported in AFCARS. The majority of the errors indicated that the response should have been “yes” instead of “no.”</p> <p><u>NRC-CWDT TA, 6/2007<sup>2</sup></u>                      The review of the program code revealed that elements #10-15 are based on the diagnosis code entered. If a diagnosis that is mapped to one of elements #11-15 is entered, element #10 is reported as “1: yes.” If the value “31: No Indicators of a Disability/No Diagnosis by a DLCP (Duly Licensed or Credentialed Professional)” is entered, this element is reported to AFCARS as “2: no.” If the values “16: Indicators of a disability/No Diagnosis by a DLCP” or “32: Suspected Disability/Refusal to Cooperate with Diagnostic Procedures” is entered, this element is reported as “3: not yet determined.” Missing information is reported as blank. State staff indicated that there is a separate information system used to collect more detailed disability information that is not reported to AFCARS.</p> <p><u>Forms/Screen/System</u>                      Form CFS 1410 - Registration/Case Opening                      SACWIS Person Management Screen, Disability Tab                      CYCIS Client Basic Registration (CR-03)                      CYCIS Client Registration Manual (CR): Pg. 14 – Client Basic Registration (CR-03).</p> <p>None of the forms or screens includes a question as to whether the child has been seen by a health care professional and diagnosed with a health, behavior health, or mental health condition. See notes from the NRC-CWDT TA report above.</p> <p>The State is implementing E-Health in November, 2010. Some of the issues discussed regarding the accuracy of collecting and reporting this data may be resolved by using this system to collect and report the child’s health, mental health and behavioral health conditions. The staff indicated that the child’s service plan will pull in information from E-Health. The staff need to further explore this option and work with the staff that are developing and implementing E-Health. DCFS staff should keep the Federal team informed over the next few months on the work with E-Health and if there are any questions please feel free to contact the Federal team.</p>

<sup>2</sup> NRC-CWDT: The National Resource Center for Child Welfare Data and Technology provided onsite technical assistance in regard to the State’s AFCARS data collection in June, 2007. The sections marked as NRC-CWDT is information from the report the Resource Center provided the State.

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		<p><u>Program Code: CFAF6006, 2510</u>                      Element #10 is based on the responses in elements #11 -15. If any of #11 – 15 applies, then this element is mapped to “yes.” If any of the categories are “31, No Hcap” this element is mapped to “no.” If any of the three codes is “Disability Suspended” (16) or “Diagnosis Unattain” (32) it is mapped to “not yet determined.” Please provide a definition for “disability suspended.”</p> <p>Also, the program code is extracting this information from CYCIS and is checking for the primary, secondary and tertiary diagnosis. If the child has more than three diagnosed conditions, they are not being reported.</p> <p><u>Post Site-Visit Corrections</u>                      The State added new code values to the extraction routine. However, the State did not provide an updated code table with these values. Therefore, the changes could not be evaluated for accuracy. Provide an updated code table as part of the Improvement Plan.</p>
<p>Diagnosed Condition Categories</p> <p>[0 = Does not apply]                      1 = Applies</p>		<p><u>NRC-CWDT TA, 6/2007</u>                      Foster Care elements #11-15 concern the type of diagnoses that a child has received from a licensed professional. At the time of the onsite visit, only one type of diagnosis was being reported. CYCIS has the capacity to collect three different types of disabilities, and after the site visit the program code was modified to reflect all indicated disability types. AFCARS requires that all applicable diagnosed disabilities be reported. Illinois staff indicated that since the visit, the AFCARS extraction code has been modified so that all disability types that have been entered are reported to AFCARS. The State should provide guidance to field staff on the importance of entering all applicable disabilities.</p> <p><u>Forms/Screen/System</u>                      Form CFS 1410 - Registration/Case Opening</p> <p>SACWIS Person Management Screen, Disability Tab                      CYCIS Client Basic Registration (CR-03)                      It appears that only three conditions can be entered into CYCIS. It is not clear how many conditions can be entered into SACWIS. This information is printed out of SACWIS and given to a clerical person to enter into CYCIS.</p> <p>The instructions for the CFS 1410 indicate that a primary disability code is required and the second and third disability codes are optional. If the child has more than three diagnosed conditions, then they are not</p>

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		<p>being recorded.</p> <p>There are no dates associated with when the child was seen by a health/mental health professional and with a diagnosed condition. As noted in the test case findings, the data is being overwritten. So, if the State re-submits a prior report period the data will reflect the curtain circumstances and not reflect the child’s condition during the earlier report period.</p> <p>The Federal team provided the State with the diagnosed disability reference list that is on the Children’s Bureau’s web site under Technical Bulletin #14.</p> <p>There is not a start and end date associated with the diagnosed condition. Therefore, data are overwritten and not stored in the database. If the State resubmits the AFCARS file, the data may not reflect the child’s condition for that particular report period.</p> <p>Once E-Health is implemented and is being used to record a child’s health information, the State will need to update its mapping and ensure that all appropriate diagnosed conditions are reported to AFCARS.</p> <p><u>Program Code:</u> CFAF6006, 2510</p> <p>Except as noted in individual records the mapping of the State’s values to AFCARS is correct. All elements were also rated a “2” because the extraction is not checking the start and end dates of the diagnosis relative to the report period.</p>
#11 Mental Retardation	2	There are some dual diagnoses that may also be appropriately mapped to this element. If the child’s developmental disability includes cognitive impairment.
#12 Visually/Hearing Impaired	2	
#13 Physically Disabled	2	The State’s value “27, Traumatic Brain Injury” is incorrectly mapped to this element. Map it to element #15. If there is another diagnosis in conjunction with this one that relates to mobility, then it would be mapped to element #13.
#14 Emotionally Disturbed	2	<p>The State maps its value “08, Developmentally Disabled/Substance Abuse” to this element. Only the developmental disability should be reported, not the dual diagnosis of substance abuse.</p> <p>The dual diagnosis “developmentally disabled/child in need of mental health services” should also be mapped to the category pertaining the child’s developmental disability(ies).</p>
#15 Other Medically Diagnosed	2	

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<p>Condition Requiring Special Care</p> <p>#16 Has this child ever been adopted?</p> <p>1 = Yes 2 = No 3 = Unable to Determine</p>	<p align="center">1</p>	<p><u>NRC-CWDT TA, 6/2007</u></p> <p>This element is based on a search of previous public adoptions in Illinois. Private, international, and non-Illinois adoptions are not reported.</p> <ul style="list-style-type: none"> <li>• This element should be added as a question for the worker to answer and should not be based solely on a search for previous public adoptions in Illinois.</li> <li>• “Unable to determine” should be used only in instances where the child has been abandoned and no information is available.</li> <li>• Once the change has been made, when FC element #16 is “3: unable to determine,” FC element #17 should be “5: unable to determine.”</li> </ul> <p><u>Forms/Screen/System</u></p> <p>Neither of the information systems collects this data. Also, it is not collected on any of the forms used by the State.</p> <p>The information that the State is reporting is incomplete. The State is only reporting information on children that were adopted from the State’s foster care system. This data does not reflect if the child was adopted through a private agency or from another State’s public child welfare system. The State must add fields and collect data on all types of adoptions.</p> <p>Also, States are required to provide information relating to inter-country adoptions under section 422(b)(12) of the Social Security Act (the Act) in the Five-Year Child and Family Services Plan, and annually in the Annual Progress and Services Report. This section of the Act and requires States to identify the number of children who were adopted from other countries and entered into State custody, the reasons for the disruptions or dissolutions, the permanency plan for the children, and identify the agencies that handled the placement or adoption. The State should consider adding fields to enable the collection of information needed for reporting this information.</p> <p><u>Frequency Report (n=20,493):</u> Yes = 1,169 (6%); No = 19,324 (94%); Unable to determine = 0; Not reported = 0</p> <p>Because the State is not reporting this information correctly, the “no” responses are probably over-reported. The “yes” responses only reflect children that were previously adopted from the Illinois foster care system</p>

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		<p>and do not reflect if the child had been adopted from a private agency, either in Illinois or in another state or country, as well as children that had been adopted from another State’s foster care system.</p> <p><u>Program Code: CFAC6007</u>                      The extraction code queries the Medical Adoption Assistance table for children that were previously adopted. If a match is found, element #16 is set to “yes.” When no data are found, element #16 is set to “no.” Note: There is no logic to set this element to “unable to determine.”</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">1</p>	<p><u>Frequency Report (n=20,493):</u> Not applicable = 19,324 (94%); Unable to determine = 0; Not reported = 0</p> <p><u>Forms/Screen/System</u>                      See notes in element #16 above.</p> <p><u>Program Code: CFAF6007</u>                      If the child was found on the Medical Adoption Assistance table, the adoption approved date is used along with the child’s birth date (element #6) to calculate the child’s age at the time of the adoption.</p>
<p>Removal Episode, Elements 18 - 21</p>		<p><u>Forms/Screen/System</u>                      Form CFS – 1410, Registration/Case Opening - (Legal Information Section Will No Longer Be Used)                      Form CFS – 1425L, Legal History Maintenance                      Form 906/906-1, Placement/Payment Authorization                      There are instructions to this form to enter the time in which the child entered a placement.</p> <p>CYCIS Case Open/Reopen (CM-02) Screen                      CYCIS Court Hearing Results – Legal History (CM – 13) Screen                      CYCIS Living Arrangement History (CM-07) Screen</p> <p>The Legal Arrangement History screen contains a field for time.</p> <p>CYCIS Terminal Operator’s Manual (CM) Page 11 – Case Open/Reopen (CM – 02). This screen allows the user to add information related to the date and reason for opening or reopening a case. After entering data the user is automatically taken to the legal history screen (CM-13).</p> <p>See General Requirements findings item #1 regarding records that are incorrectly excluded from the reporting population. The start date of the removal episode will need to be modified to include the correct</p>

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		<p>date of removal from home and the start of the AFCARS episode.</p> <p>The State’s term “closed case” means the agency no longer has legal responsibility for care and placement. It is the equivalent of a legal discharge.</p> <p><u>Program Code CFAF6000</u>                      The State constructs an episode table based on the start date of a living arrangement. All Open, Transfer, and Close (OTC) segments of the database are read to determine removal episodes based on each time the case was opened and closed. Placements within a removal episode are determined by selecting valid foster care living arrangement segments and using legal status segments to provide status and status date information.</p> <p>If the child’s first living arrangement is “detention” or “Department of Corrections,” the extraction code is correctly not including the record until the child enters a foster care setting within the scope of title IV-E.</p> <p><u>#18, Program Code: CFAF6000, 4100</u>                      The extract code sets the value of element #18 equal to the start date of the first foster care living arrangement entry in the episode table where the living arrangement type is not “home of parent” (HMP).</p> <p><u>#19, Program Code: CFAF6000, 4105</u>                      The extract code reads through the episode table and totals the number of foster care placement indicators (included in the living arrangement data) that are set to “Y.”</p> <p><u>#20, Program Code: CFAF6000, 4110</u>                      The extract code reads through the episode table and uses the most recent applicable living arrangement date, discharge date or legal status date to set the value of element #20.</p> <p><u>#21, Program Code: CFAF6000, 4115</u>                      The extract code uses the episode table and reads from the most recent entry backwards to find the most recent non-foster care placement entry in the table. The foster care placement date of the previous entry is used to set the value of element #21. The following living arrangement types are ignored: Runaway, Unauthorized Placement, Abducted, Whereabouts Unknown, Unknown Contact, Youth in College, Institution DMH, Armed Service Duty, Youth Emergency Shelters, Hospital/Healthcare Facility, Institution DOC, Unauthorized Home of Parent, and College/University Scholarship. Of these living arrangements,</p>

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**State: Illinois**

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Data Element	Rating Factor	Notes/Findings
		<p>the following changes must be addressed:</p> <ul style="list-style-type: none"> <li>• Runaway: If a child is on runaway status at the time the IVB/IVE agency obtains responsibility for placement and care, the child is to be included in the AFCARS reporting population. If at the end of the report period the child is still on runaway status, the date of removal and placement date (elements #21 and #23) will be the same, element #41 will reflect “runaway,” and the number of placements will be zero. If the child has a second removal episode at some point in time, then the date reported previously for element #21 is to be reported in element #18. Due to the method used to construct the population table (it is based on living arrangements and not legal status), the extraction selection code will have to be modified to report this element as the date the agency received responsibility for placement and care. Modifications will need to be made for elements #18, #19, and #21.</li> <li>• Unauthorized Placement and Whereabouts Unknown: If the child has left his home (as a runaway or other reason) and the agency has placement and care responsibility of the child, then this situation should be treated the same as noted above for “runaway.”</li> <li>• Youth Emergency Shelters: If the child’s initial placement is in this setting and the agency’s responsibility for placement and care has been for more than 24-hours, then this record must be included in the AFCARS reporting population and the removal date is equivalent to the start date of the agency’s responsibility. If the agency removes a child from home and places him/her in this setting, or any other shelter setting, then the date the agency removed the child is to be reported as the start date of the removal episode.</li> <li>• Unknown contact and unauthorized home of parent: If the agency has received responsibility for placement and care of the child and/or has removed the child from his/her home, and the child returns home on his/her own prior to the agency placing the child in a foster care setting, the agency is to include the child in the foster care reporting population and would report this case in the same manner as noted above for runaway.</li> <li>• Abducted: If the child’s status is “abducted” at the time agency is given responsibility for placement and care, then report the removal date in the same manner as “runaway.”</li> <li>• Modifications may need to be made to include Youth in College and College/University Scholarship if the State’s definition of a child under title IV-E changes. The Children’s Bureau will make modifications to the State’s AFCARS Improvement Plan as needed.</li> </ul> <p><u>Post Site-Visit Corrections</u>                      The State indicated a correction for General Requirement #1 but it is not clear that it will include all the values listed previously as excluded. It seems that it is excluding them as initial placements since the</p>

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**State: Illinois**

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Data Element	Rating Factor	Notes/Findings
		<p>transaction code is not equal to “initiate plac.”</p> <p>The routine that excludes “youth emergency shelter (YES)” has been commented out and these records should now be included in the reporting population.</p> <p>The value “youth in college” has been included in section 4115 so that it is not counted as a removal. This may need to be reassessed once the final decision is made and approved regarding the age of a child.</p> <p>The values for Institution DMH and Armed Service Duty are correctly not included as removals.</p>
<p>#18 Date of First Removal from Home</p> <p>____(mo) ____ (day)____(year)</p>	<p>2</p>	<p>See notes in the row “Removal Episode, Elements 18 – 21.”</p> <p>The State is correctly not reporting the date of the first removal from home in those situations in which the only placement was a hospital or a locked facility.</p> <p>The State is correctly reporting the date of the first removal from home in those situations in which in the first removal episode the child’s first placement was a detention facility or a hospital and the child subsequently enters a foster care setting within the scope of title IV-E.</p> <p><u>Case File Review Findings</u></p> <p>6 (10%) of the records analyzed did not match what was reported in AFCARS. In four of these error cases the reviewers found an earlier removal date than the one reported to AFCARS.</p>
<p>#19 Total Number of Removals from Home</p>	<p>3 2</p>	<p><u>Frequency Report:</u> The numbers for elements #19 and 20 do not match.</p> <p>Because there is a discrepancy between these two elements, element #19’s rating was changed to a “2.”</p> <p>The State needs to determine where the error is occurring and provide an analysis to the Federal team.</p> <p>See notes in the row “Removal Episode, Elements 18 – 21.”</p> <p>In instances where the child’s only living arrangement is a hospital or detention at the time the title IVB/IVE agency obtains responsibility for placement and care, the program code is correctly not including the records in the removal count.</p> <p>Also, the AFCARS requirements are that all removal episodes that occur within the State are to be included and counted. Also, since a new record number is given to adopted children, the system must be able to connect the child’s prior removal history with the new record in the event the child re-enters foster care.</p>

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**State: Illinois**

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Data Element	Rating Factor	Notes/Findings
#20 Date Child was Discharged from last foster care episode (if applicable)  ____ (mo) ____ (day) ____ (year)	2	This element would then reflect the total number of removals for the child under both record numbers. <u>Frequency Report:</u> The numbers for elements #19 and 20 do not match.  See notes in the row “Removal Episode, Elements 18 – 21.”  <u>Case File Review Findings</u> There were records in the case file review sample that indicated the child had one removal but there was a date incorrectly reported for this element.
#21 Date of Latest Removal  ____ (mo) ____ (day) ____ (year)	2	See notes in the row “Removal Episode, Elements 18 – 21.”  The State is correctly not reporting the date of the latest removal from home in those situations in which the only placement was a hospital or a locked facility.  The State is correctly reporting the date of the latest removal from home in those situations in which in the child’s first placement was a detention facility or a hospital and the child subsequently enters a foster care setting within the scope of title IV-E.
#22 Date of Latest Removal Transaction Date  ____ (mo) ____ (day) ____ (year)	4	<u>Program Code:</u> CFAF6000, 4115 Element #22 is set to the value of the segment entered date for the living arrangement chosen to populate element #21.
#23 Date of Placement in Current Foster Care Setting  ____ (mo) ____ (day) ____ (year)	2	<u>Forms/Screen/System</u> Form 906/906-1, Placement/Payment Authorization  CYCIS Living Arrangement History (CM-07) Screen  CYCIS Terminal Operator’s Manual (CM) Page 49 - Living Arrangement History (CM-07)  <u>Frequency Report:</u> There are eight records missing a date.  <u>Case File Review Findings</u> 9 (14%) of the records analyzed did not match what was reported in AFCARS.  <u>Program Code:</u> CFAF6000, 4130 The program code evaluates the living arrangements for element #41 and then gets the date for this

**AFCARS ASSESSMENT REVIEW FINDINGS: Foster Care Data Elements**

**State: Illinois**

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Data Element	Rating Factor	Notes/Findings
		<p>element. The extract code checks for the most current living arrangement with a start date that is less than or equal to the end of the reporting period.</p> <p>Based on the legal status and living arrangement type, if element #41 is zero or blank, the program code sets this element to blank.</p> <p>If the child’s only placement is “runaway,” “abducted,” “unknown contact,” “unauthorized home of parent,” “unauthorized placement,” and “whereabouts unknown” include the date the agency received responsibility of placement and care as the placement date.</p> <p>See additional notes in elements #24 and #41.</p>
<p>#24 Number of Previous Placement Settings in This Episode</p>	<p align="center">2</p>	<p><u>Frequency Report:</u> There are no records missing a placement count.</p> <p><u>Case File Review Findings</u> 16 (25%) of the records analyzed did not match what was reported in AFCARS. In ten error cases the count was under-reported and in six it was over-reported. It appears the State is either not counting placement moves to detention or not counting the setting that follows the detention placement.</p> <p><u>NRC-CWDT TA, 6/2007</u> It appears that juvenile justice institutional placements (codes IDC and DET) and the value ‘OTH: Other’ are not included in the count for this element.</p> <p><u>Program Code: CFAF6000, 4120</u> The program code uses the date of removal from home (element #21) in order to determine every foster care placement recorded during this most recent episode. The total number derived is used to populate element #24. The following living arrangement types are correctly ignored in the count of placements: runaway, unauthorized placement, abducted, whereabouts unknown, whereabouts unknown periodic contact with case worker, and unauthorized home of parent.</p> <p>The program code is also not counting: institution DMH, youth emergency shelters, and hospital/healthcare facility. The State staff indicated “youth emergency shelters” (YES) are usually emergency shelters used at the time of removal. The program code must be modified to count all “shelter” placements if the child has a removal episode that is longer than 24 hours, or if the child is placed in the shelter at any time during a removal episode.</p>

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**State: Illinois**

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Data Element	Rating Factor	Notes/Findings
		<p>The State needs to identify whether the State Medicaid plan defines a time period for lengths of stays for hospitalizations and share this information with the Federal team. The placement count is not to include acute care stays in a hospital. Non-acute care hospital stays are to be counted as a placement move. This also applies to psychiatric hospitals.</p> <p>It does not appear that the extraction code is excluding the living arrangement “ID, institution: committed to the Department of Corrections.” However, based on the case file review findings the State needs to check and ensure that detention and other locked facilities are being counted for this element.</p> <p>The program code is apparently also counting a change in status of a foster home as a move. If the child is in the same home and the status changes for payment, care, as a pre-adoptive home, these are not placement moves and the count is not to be incremented.</p> <p>If a child’s only “placement” in the removal episode is a “runaway,” “abducted,” “unknown contact,” “unauthorized home of parent,” “unauthorized placement,” and “whereabouts unknown,” the placement count must be zero.</p> <p>In regard to institutions with several cottages on their campus, the State is not to count a move from one cottage to another. Only count if the site is at a different address. The State is to re-check the extraction code and the way these settings are entered to ensure that each move is not counted.</p> <p>See additional notes in element #41.</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>Frequency Report:</u> There are only two records reported with a voluntary placement agreement.</p> <p><u>Forms/Screen/System</u> Form CFS – 1425L, Legal History Maintenance The Federal team has additional questions regarding some of the State’s options. These will be addressed during the AIP phase.</p> <p>CYCIS Legal history screen (CM-13) Screen A voluntary placement agreement is also entered on this screen.</p> <p><u>Program Code:</u> CFAF6006, 4800 and 7128 Neither of the systems stores this information as historical data. If a child initially enters foster care under a</p>

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Data Element	Rating Factor	Notes/Findings
		voluntary placement agreement and the State subsequently obtains a court order to maintain that child in foster care, the information regarding a voluntary placement agreement is overwritten. The manner of removal is to continue being reported as “voluntary” even if a subsequent court order is issued to continue the child in foster care. The system must be modified to store the original manner of removal per removal episode.
<p>Actions or Conditions Associated With Child’s Removal (Indicate all that apply with a “1”.)</p> <p>[0-Does not Apply] 1-Applies</p>		<p><u>NRC-CWDT TA, 6/2007</u> Only one condition associated with the child’s removal is being reported to AFCARS. There are also AFCARS values that are not currently collected and reported for Foster Care elements #26-40. Illinois should determine a way to collect all applicable conditions associated with the child’s removal from home. In addition to meeting AFCARS requirements, this will provide valuable information to the State agency regarding the living situations from which children are being removed (e.g., presence of substance abuse by a parent).</p> <p><u>Frequency Report (n=20,493)</u>: The sum of all record reported as “applies” is 19,761. It does not appear, based on the frequencies that all applicable reasons are being reported.</p> <p><u>Forms/Screen/System</u> Form CFS 1410 - Registration/Case Opening</p> <p>CYCIS Case Open/Reopen (CM-02) Screen</p> <p>The instructions for the CFS 1410 refer to a “reason for case opening” and indicate to “select and enter the appropriate reason code.”</p> <p>The CFS 1420 includes a section to record changes to the case opening reasons if the reason for the Department’s services changes from the reasons at the time the case opened. There also is a date field to note the date the reason changed.</p> <p>There is not one specific location in either SACWIS or CYCIS that collects <u>all</u> of the conditions associated with a child’s removal from home. Additionally, there are several categories that are not collected as a data field in either system. These are noted below with a rating factor of “1.” As noted in the case file review findings, there were several records in which multiple reasons for removal were found in the paper file but not reported in AFCARS. Based on the post-site visit analysis of the case file review and the test cases, it was determined that multiple conditions associated with a child’s removal are not reported so the elements that were rated a “3” onsite are now rated a “2.”</p>

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Data Element	Rating Factor	Notes/Findings
		<p>The State may want to add additional reasons in order to more accurately capture what is contributing to a child’s removal from home. For instance, some States have added Domestic Violence, Safe Haven, Methamphetamine use, caretaker inability to cope due to illness, or mental health reasons as additional options.</p> <p>The forms and screens must be modified to collect at a minimum all of the conditions listed in AFCARS and to allow the case worker to select all applicable conditions.</p> <p><u>Case File Review Findings</u> For the majority of elements the reviewers found that additional conditions applied but was reported as “does not apply.”</p> <p><u>Program Code: CFAF6006, 3000</u> The program code must be modified to a) set the elements that the State is not collecting to blanks; b) report all conditions that apply.</p>
#26 Physical Abuse	3 2	<p><u>Case File Review Findings</u> 5 (8%) of the records analyzed did not match what was reported in AFCARS. The responses should have been “applies” instead of “does not apply.”</p>
#27 Sexual Abuse	3 2	<p><u>Case File Review Findings</u> 1 of the records analyzed did not match what was reported in AFCARS. The response should have been “applies” instead of “does not apply.”</p>
#28 Neglect	3 2	<p>This is a default value if the program code does not find any conditions.</p> <p><u>Case File Review Findings</u> 5 (8%) of the records analyzed did not match what was reported in AFCARS. The responses should have been “applies” instead of “does not apply.”</p>
#29 Parent Alcohol Abuse	1	<p><u>Case File Review Findings</u> 7 (11%) of the records analyzed did not match what was reported in AFCARS. The responses should have been “applies” instead of “does not apply.”</p> <p>There were no codes or instructions for this item in the Form CFS 1410 Instructions, Case Opening Section.</p> <p>This information is not collected as a database field.</p>

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Data Element	Rating Factor	Notes/Findings
		<p>There is no extract logic for this element.</p> <p>The State must add this field to its information system and include it in the extraction code.</p> <p>This element must be set to blank.</p>
#30 Parent Drug Abuse	1	<p><u>Case File Review Findings</u> 17 (27%) of the records analyzed did not match what was reported in AFCARS. The responses should have been “applies” instead of “does not apply.”</p> <p>There were no codes or instructions for this item in the Form CFS 1410 Instructions, Case Opening Section.</p> <p>This information is not collected as a database field.</p> <p>There is no extract logic for this element. The State must add this field to its information system and include it in the extraction code.</p> <p>This element must be set to blank.</p> <p>The system must be able to differentiate between drug abuse and alcohol abuse (i.e., cannot have simply “substance abuse”).</p>
#31 Child Alcohol Abuse	1	<p><u>Case File Review Findings</u> 3 (5%) of the records analyzed did not match what was reported in AFCARS. The responses should have been “applies” instead of “does not apply.”</p> <p>There were no codes or instructions for this item in the Form CFS 1410 Instructions, Case Opening Section.</p> <p>This information is not collected as a database field.</p> <p>There is no extract logic for this element.</p> <p>The State must add this field to its information system and include it in the extraction code.</p>

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Data Element	Rating Factor	Notes/Findings
		<p>This element must be set to blank.</p> <p>The system must be able to differentiate between drug abuse and alcohol abuse (i.e., cannot have simply “substance abuse”).</p> <p>This element must include infants addicted at birth.</p>
#32 Child Drug Abuse	1	<p><u>Case File Review Findings</u> 5 (8%) of the records analyzed did not match what was reported in AFCARS. The responses should have been “applies” instead of “does not apply.”</p> <p>There were no codes or instructions for this item in the Form CFS 1410 Instructions, Case Opening Section.</p> <p>The system must be able to differentiate between drug abuse and alcohol abuse (i.e., cannot have simply “substance abuse”).</p> <p>This element must include infants addicted at birth.</p> <p>This information is not collected as a database field.</p> <p>There is no extract logic for this element.</p> <p>The State must add this field to its information system and include it in the extraction code.</p> <p>This element must be set to blank.</p>
#33 Child Disability	3 2	<p>The program code maps “CI, child ill/handicap” to this element. The State needs to ensure that this is being selected and reported only if the child’s illness or disability was a contributing factor for why the child was placed in foster care.</p>
#34 Child’s Behavior Problem	3 2	<p><u>Case File Review Findings</u> 3 (5%) of the records analyzed did not match what was reported in AFCARS. The responses should have been “applies” instead of “does not apply.”</p> <p>“PC, Parent-Child Relationship Problems – The family and/or child is in need of services because the relationship between the parent and the child is so poor that the parent is unable to care for the child.” This</p>

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Data Element	Rating Factor	Notes/Findings
		value is mapped to AFCARS “child’s behavior problem.” While this may be appropriate, the State needs to ensure that supervisors are reviewing the use of this option on a case by case basis to ensure that it accurately reflects the reason the child came in to care is consistent with the AFCARS definition of “child’s behavior problem” or if the reason should be “caretaker’s inability to cope.”
#35 Death of Parent	1	<p>There were no codes or instructions for this item in the Form CFS 1410 Instructions, Case Opening Section.</p> <p>This information is not collected as a database field.</p> <p><u>Program Code:</u> CFAF6006, 3005 The extraction code incorrectly checks the fields related to deprivation for purposes of determining eligibility for funding.</p> <p>The State must add this field to its information system and include it in the extraction code.</p> <p>This element must be set to blank.</p>
#36 Incarceration of Parent	1	<p><u>Case File Review Findings</u> 6 (10%) of the records analyzed did not match what was reported in AFCARS. The responses should have been “applies” instead of “does not apply.”</p> <p>There were no codes or instructions for this item in the Form CFS 1410 Instructions, Case Opening Section.</p> <p>This information is not collected as a database field.</p> <p><u>Program Code:</u> CFAF6006, 3005 The extraction code incorrectly checks the fields related to deprivation for purposes of determining eligibility for funding.</p> <p>The State must add this field to its information system and include it in the extraction code.</p> <p>This element must be set to blank.</p>
#37 Caretaker Inability to Cope Due to Illness or Other Reasons	1	<p><u>Case File Review Findings</u> 6 (10%) of the records analyzed did not match what was reported in AFCARS. The responses should have</p>

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Data Element	Rating Factor	Notes/Findings
		<p>been “applies” instead of “does not apply.”</p> <p>There were no codes or instructions for this item in the Form CFS 1410 Instructions, Case Opening Section.</p> <p>This information is not collected as a database field.</p> <p><u>Program Code:</u> CFAF6006, 3005 The extraction code incorrectly checks the fields related to deprivation for purposes of determining eligibility for funding.</p> <p>The State must add this field to its information system and include it in the extraction code.</p> <p>This element must be set to blank.</p>
#38 Abandonment	1	<p><u>Case File Review Findings</u> 1 of the records analyzed did not match what was reported in AFCARS. The responses should have been “applies” instead of “does not apply.”</p> <p>There were no codes or instructions for this item in the Form CFS 1410 Instructions, Case Opening Section.</p> <p>This information is not collected as a database field.</p> <p>There is no extract logic for this element.</p> <p>The State must add this field to its information system and include it in the extraction code.</p> <p>This element must be set to blank.</p>
#39 Relinquishment	1	<p>This information is not collected as a database field.</p> <p><u>Program Code:</u> CFAF6006, 3000 The extraction code is incorrectly checking for “AA, Adoption Test.”</p> <p>Safe Haven entries into foster care are to be reported as “relinquishment.”</p>

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Data Element	Rating Factor	Notes/Findings
		<p>The State must add this field to its information system and include it in the extraction code.</p> <p>This element must be set to blank.</p>
#40 Inadequate Housing	1	<p><u>Case File Review Findings</u> 2 (3%) of the records analyzed did not match what was reported in AFCARS. The responses should have been “applies” instead of “does not apply.”</p> <p>There were no codes or instructions for this item in the Form CFS 1410 Instructions, Case Opening Section.</p> <p>This information is not collected as a database field.</p> <p><u>Program Code:</u> CFAF6006, 3005 The extraction code incorrectly checks the fields related to deprivation for purposes of determining eligibility for funding.</p> <p>The State must add this field to its information system and include it in the extraction code.</p> <p>This element must be set to blank.</p>
<p>#41 Current Placement Setting</p> <p>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</p>	2	<p><u>Forms/Screen/System</u> Form 906/906-1, Placement/Payment Authorization The instructions do not include either a placement type or a placement end reason of “runaway.”</p> <p>CYCIS Living Arrangement History (CM-07) Screen</p> <p>CYCIS Terminal Operator’s Manual (CM) Page 49 - Living Arrangement History (CM-07)</p> <p><u>Frequency Report (n=20,493):</u> Pre-Adoptive Home = 1,074 (5%); Foster Family Home (Relative) = 6,661 (33%); Foster Family Home (Non-Relative) = 7,148 (35%); Group Home = 273 (1%); Institution = 1,654 (8%); Supervised Independent Living = 1,605 (8%); Runaway = 210 (1%); Trial Home Visit = 1,860 (9%); Not reported = 8 (.04%)</p> <p><u>Case File Review Findings</u> 9 (14%) of the records analyzed did not match what was reported in AFCARS. There were errors for</p>

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Data Element	Rating Factor	Notes/Findings
		<p>nearly every response type.</p> <p><u>Program Code:</u> CFAF6000, 4130</p> <p>The extract code finds the most current living arrangement with a start date that is prior to the end of the reporting period. It evaluates the living arrangement type codes for mapping to this element. Except for what is noted below, the State is correctly mapping its values to the AFCARS values. The State has a living arrangement type “ABD, abducted.” The program code evaluates the living arrangement the child was in prior to the “abduction” and correctly reports this setting for element #41. Also, even though “runaway” is not included in the instructions for the CFS 906/901-1 it is included in the extraction code and there are records reported for this value.</p> <p>If the living arrangement type is “other (OTH),” the code performs a separate routine (4135) to determine the service type or the provider type. In the first section if “WS-TYPE-SERV (1, LIVAR-INDEX)” is greater than spaces, this element is set to “institution.” Explain what exactly this routine is doing in the State’s Improvement Plan. Otherwise, it evaluates the provider type. The values included in the extraction code are not listed in the instructions for the forms or on the code table. These values definitions need to be provided to the Federal team.</p> <p>There is no code value to identify an acute care hospitalization and the extraction code does not assess the length of stay in a hospital. See the notes in element #24 regarding acute care hospitalizations. The State needs to identify a time period for lengths of stays for acute care hospitalizations and share this information with the Federal team. If the child’s hospitalization is for acute care, then the placement would not be reported for element #41.</p> <p>If at the time the agency obtains responsibility for care and placement of the child, and the child is on runaway status and is still on runaway status as of the end of the report period, then report “runaway” for this element.</p> <p>The instructions for the CFS 484 form, which is used for adoptions, indicates that in order for an adoption case to be closed the CFS 906/906-1 must be completed and the worker is to indicate the final living arrangement of “home of adoptive parents (HAP).” Since this is the case, the program code must check the living arrangement prior to “HAP” and if the provider is the same, the living arrangement would be “pre-adoptive home.” If it is a different provider, then the type of living arrangement identified is to be reported for this element.</p>

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Data Element	Rating Factor	Notes/Findings
		<p>If a child is living with relatives who intend to adopt the child, the State needs to ensure that this element is being reported as “pre-adoptive home” and not “foster family home, relative.” It is not clear from the extraction code that this is being reported correctly.</p> <p>The State has several codes mapped to the AFCARS value “supervised independent living.” It seems that most of these are not appropriate as the child may not actually be in the AFCARS reporting population due to age and eligibility for title IV-E funds. The State intends to change its age definition of a child. If the Children’s Bureau approves the State’s amended title IV-E plan, these values will have to be re-evaluated for their relevance in AFCARS. This item is in the State’s AFCARS Improvement Plan and the State and Federal team will re-evaluate. Listed below is additional information regarding these codes.</p> <ul style="list-style-type: none"> <li>• Community Integrated Living Arrangement (CIL) is used for “developmental disabled youth, 18 years of age or older.” This value is mapped to the AFCARS value for “supervised independent living.” If the youth is 18 and not eligible for title IV-E, then he/she will not be in the reporting population based on the changes noted in General Requirements item #1. This item will also have to be re-evaluated if the State changes its definition of a “child” for title IV-E. The AFCARS definition for “supervised independent living” is “An alternative transitional living arrangement where the child is under the supervision of the agency but without 24 hour adult supervision, is receiving financial support from the child welfare agency, and is in a setting which provides the opportunity for increased responsibility for self care.” The State needs to evaluate if these settings have 24 hour adult supervision or not. If they do, the State needs to create another code type and map the setting to the appropriate AFCARS setting.</li> <li>• Youth in College (YIC), College/University Scholarship (CUS), and Youth in Employment (YIE) are being mapped to the AFCARS value for “supervised independent living.” This arrangement needs to be re-evaluated. If the youth is 18 and receiving funds under title IV-E and does not have a foster home that he/she returns to on a regular basis, then the mapping to the AFCARS value for “supervised independent living” is correct. Otherwise, the State should continue reporting the child’s foster home as his/her current placement setting and not increment the placement count in element #24. If the definition of “child” changes, then this will need to be discussed with the Federal team for further possible modifications.</li> <li>• The State is also mapping “Armed Services Duty (ASD)” and “Job Training Program (JTP)” to the AFCARS value for “supervised independent living.” Neither of these should be included as living arrangements if the young person has reached the age of majority and the agency no longer has responsibility for care and placement.</li> </ul> <p>If the child’s only placement is “abducted,” “unknown contact,” “unauthorized home of parent,”</p>

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		<p>“unauthorized placement,” and “whereabouts unknown” set this element to blank.</p> <p>The State needs to clarify if the values ‘GDN, Guardian Successor’ and “SGH, Subsidized Guardian Home” are always placements with non-relatives. The extraction code maps these values to “foster home, non-relative” and it seems that a relative could become a guardian. Also, it was not clear why “subsidized guardian home” is included here; these records were excluded in the selection logic for the reporting population. The State indicated they would comment out this section and check the results.</p>
<p>#42 Is Current Placement Out-of-State?</p> <p>1=Yes (Out of State placement) 2=No (In-State placement)</p>	<p align="center">2</p>	<p><u>Forms/Screen/System</u> Form 906/906-1, Placement/Payment Authorization</p> <p>CYCIS Living Arrangement History (CM-07) Screen</p> <p>CYCIS Terminal Operator’s Manual (CM) Page 49 - Living Arrangement History (CM-07)</p> <p><u>Frequency Report (n=20,493):</u> Yes = 2,954 (14%); No = 17,464 (85%); Not reported = 75 (.37%)</p> <p><u>Case File Review Findings</u> 11 (18%) of the records analyzed did not match what was reported in AFCARS. The AFCARS file indicated “yes” but the child’s placement was in Illinois.</p> <p><u>Program Code:</u> CFAF6006, 3500 The extract code looks for provider data for the child. If no provider information is found, the program code uses the living arrangement State address and sets element #42 to “no” if the State is “IL.” Otherwise, this element is set to “yes.” If provider information is found, the program uses the provider State address and sets element #42 to “no” if the State is “IL,” otherwise it sets the value to “yes.” The extraction code must be re-evaluated, see the case file review findings. There are several records reported as out-of-State placements that are not.</p>
<p>#43 Most recent case plan goal</p> <p>1 = Reunify With Parent(s) Or Principal Caretaker(s) 2 = Live With Other Relative(s) 3 = Adoption 4 = Long Term Foster Care</p>	<p align="center">2</p>	<p><u>Forms/Screen/System</u> Form CFS 1420 - Case Review Form Form CFS 1425L - Legal History Maintenance</p> <p>CYCIS Case Review (CM-09) Screen CYCIS Legal History (CM-13) Screen CYCIS Permanency Goal History (CM-11) Screen</p>

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Data Element	Rating Factor	Notes/Findings
<p>5 = Emancipation 6 = Guardianship 7 = Case Plan Goal Not Yet Established</p>		<p>CYCIS Terminal Operator’s Manual (CM) Page 80 - Case Review (CM-09); pg.114 - Legal history screen (CM-13)</p> <p>The CFS 1420 is completed at the time of the initial service plan, 30 days after a child enters foster care. The “turnaround” copy is used to record future service planning and non-administrative case review activity.</p> <p><u>Frequency Report (n=20,493):</u> Reunify = 7,704 (38%); Live With Other Relative(s) = 0; Adoption = 3,153 (15%); Long-Term Foster Care = 415 (2%); Emancipation = 4,404 (21%); Guardianship = 1,177 (6%); Case Plan Goal Not Yet Established = 3,640 (18%); Not reported = 0</p> <p>The State’s policy is that case plan goals must be established within 45 days of a child’s removal.</p> <p><u>Test Cases</u> It appears that the program code is not retrieving the case plan goal based on dates.</p> <p><u>Case File Review Findings</u> 17 (27%) of the records analyzed did not match what was reported in AFCARS. There were several where the goal was “not yet established” but the child had been in care for several years. These are the cases that are being set to “case plan goal not yet established” because the “goal” is 08 (Substitute care pending court decision) or 24 (Substitute care pending court decision). These are not “goals” these are a legal status. The State should continue reporting the goal the child had up to that point until the new goal is established.</p> <p><u>Program Code:</u> CFAF6006, 4000 and 7120 Except as noted below, the State is correctly mapping its case plan goals to the appropriate AFCARS value.</p> <p>The State uses the values 05 (Family Placement: relatives) and 09 (Delegated relative authority) and maps them to “live with relative.” However, as indicated by the frequencies there are no records reported for this value. The State should add a value to distinguish goals of guardianship with relatives from those that are with non-relatives.</p> <p>The State maps 06 (Independence) and 27 (Independence) to the AFCARS value “emancipation.” This should only be set to emancipation if there is a permanent connection with an adult.</p> <p>Please explain why the value 04 (Family Placement: Foster parents) is mapped to “guardianship.”</p>

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		<p>The State is correctly setting the case plan goal to blank if the child has been in care for more than 60 days and no case plan goal is found. The State may want to change to 30 or 45 days since a goal must be established within 45 days per State policy.</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>Forms/Screen/System</u>                  Form CFS 1410 - Registration/Case Opening</p> <p>SACWIS Person Management Screen</p> <p>CYCIS Client Basic Registration (CR-03) Screen                  CYCIS Family Relationship (CR-09) Screen</p> <p><u>Frequency Report</u> (n=7,413): Married Couple = 2,451 (33%); Unmarried Couple = 774 (10%); Single Female = 3,518 (47%); Single Male = 415 (6%); Unable to Determine = 254 (3%); Not reported = 1</p> <p><u>Case File Review Findings</u>                  37 (59%) of the records analyzed did not match what was reported in AFCARS. All of the records indicated “unable to determine” but the reviewers found a family structure. Also, these children had not been abandoned and year of birth was reported for element #45, and #46 if applicable.</p> <p><u>Program Code:</u> CFAF6006, 5000, 6800,7205 and 7600                  The extract code selects from the family relationship table where the relationship code is natural parent, legal parent, putative father, adoptive parent, or step-parent. If no information is found, this element is incorrectly mapped to “unmarried couple.”</p> <p>If the second caretaker field contains “UK,” then this element is incorrectly set to single female or male depending on gender. The value “UK” should only be used if the child was abandoned and no one is available to provide information regarding family structure.</p>
<p>#45 1<sup>st</sup> Primary Caretaker’s Birth Year</p> <p>____(mo) ____ (day)____(year)</p>	<p align="center">3</p>	<p><u>Forms/Screen/System</u>                  Form CFS 1410 - Registration/Case Opening</p> <p>SACWIS Person Management Screen</p> <p>CYCIS Client Basic Registration (CR-03)</p>

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Data Element	Rating Factor	Notes/Findings
		<p><u>Frequency Report:</u> There are 11 records with a year of birth of 1900 and two for 1901. In element #44 there is 7,158 records reported with a family structure. For element #45 there is 7,335 records with a year of birth. There are 78 records reported as blank.</p> <p><u>Case File Review Findings</u> 18 (29%) of the records analyzed did not match what was reported in AFCARS.</p> <p><u>Program Code:</u> CFAF6006, 6910 The extract code populates the 1<sup>st</sup> primary caretaker’s birth year based on the birthday of the caretaker with a sex code of female.</p>
<p>#46 2<sup>nd</sup> Primary Caretaker’s Birth Year (if applicable)</p> <p>____(mo) ____ (day)____(year)</p>	<p align="center">3</p>	<p><u>Forms/Screen/System</u> Form CFS 1410 - Registration/Case Opening</p> <p>SACWIS Person Management Screen</p> <p>CYCIS Client Basic Registration (CR-03)</p> <p><u>Frequency Report:</u> There are 3,225 records reported as “married couple” and “unmarried couple.” For element #46 there 2,190 records with a year of birth.</p> <p><u>Case File Review Findings</u> 9 (14%) of the records analyzed did not match what was reported in AFCARS.</p> <p><u>Program Code:</u> CFAF6006, 6910 The extraction code populates the 2<sup>nd</sup> primary caretaker’s birth year based on the birth date of the caretaker whose sex code is not female.</p>
<p>#47 Mother’s Date of TPR</p> <p>____(mo) ____ (day)____(year)</p>	<p align="center">2</p>	<p><u>Forms/Screen/System</u> Form CFS 1410 - Registration/Case Opening, Deceased Date Form CFS – 1425L, Legal History Maintenance</p> <p>CYCIS Client Basic Registration (CR-03), Deceased Date CYCIS Court Hearing Results – Legal History (CM – 13) Screen CYCIS Death Information (CR10) Screen</p>

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Data Element	Rating Factor	Notes/Findings
		<p><u>Test Cases</u> Dates outside of the report period were extracted for this element. Also, deceased dates were not reported.</p> <p><u>Program Code CFAF6006, 6910 and 7210</u> The extract code populates the mother’s TPR date using the parental rights termination date for the caretaker with a relationship code of natural parent and a sex code of female. If a date is not found, the program code checks for a deceased date and, if found, use that in place of the TPR date.</p> <p>Ensure that the extraction code is always providing the latest TPR date on a “mom” and is not checking just for a natural parent. There may be a legal mother whose parental rights are being terminated.</p>
<p>#48 Legal or Putative Father’s TPR ____(mo) ____ (day)____(year)</p>	<p align="center">2</p>	<p><u>Forms/Screen/System</u> Form CFS 1410 - Registration/Case Opening, Deceased Date Form CFS – 1425L, Legal History Maintenance</p> <p>CYCIS Client Basic Registration (CR-03), Deceased Date CYCIS Court Hearing Results – Legal History (CM – 13) Screen CYCIS Death Information (CR10) Screen</p> <p><u>Test Cases</u> Dates outside of the report period were extracted for this element. Also, deceased dates were not reported.</p> <p><u>Program Code: CFAF6006, 6910 and 7210</u> The extract code populates the father’s TPR date using the parental rights termination date for the caretaker with a relationship code of natural parent and a sex code of male. If a parental rights termination date is not found, the program code checks for a deceased date and, if found, use that in place of the TPR date.</p> <p>Ensure that the extraction code is always providing the latest TPR date on a “dad” and is not checking just for a natural parent. There may be a legal or putative father whose parental rights are being terminated.</p>
<p>#49 Foster Family Structure</p> <p>0 = Not Applicable 1 = Married Couple 2 = Unmarried Couple 3 = Single Female</p>	<p align="center">2</p>	<p><u>Forms/Screen/System</u> Form 906/906-1, Placement/Payment Authorization</p> <p>CYCIS Living Arrangement History (CM-07) Screen The information regarding providers is listed on the above forms and screens. However, these are not the originating screens for data entry on providers. Please clarify where information is entered for the foster</p>

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4 = Single Male		<p>care providers. Are providers entered on the person management screen in SACWIS? Does this include relative foster care providers?</p> <p>Management Accounting and Reporting System (MARS) This system is used for payments to providers and all payments are generated out of MARS based on information in CYCIS. Please clarify whether this system contains the background information on providers as well as addresses, etc.</p> <p><u>NRC-CWDT TA, 6/2007</u> The frequency report revealed no cases with the value “0: not applicable” and 8,833 (41%) cases not reported. The frequency for FC element #41 indicates that there were 5,231 children placed in a setting other than a foster family or pre-adoptive home. Therefore, there are 3,602 records where the child is in a family home setting, but the foster family home structure is missing.</p> <p>The code is checking for the presence of one or two foster parents and their genders. If there is a male and a female foster parent present, this element is reported as “1: married couple.” If there are two foster parents of the same gender, this element is reported as “2: unmarried couple.” If there is only a female or a male foster parent, this element is mapped as “3: single female” or “4: single male,” respectively. State staff indicated that the provider information module does not include information on foster family marital status. State staff is also going to further investigate policy regarding whether a same- or different-gender unmarried couple could be licensed as foster parents.</p> <p><u>Frequency Report</u> (n=20,493): Not applicable = 0; Married Couple = 5,483 (27%); Unmarried Couple = 45 (.22%); Single Female = 6,573 (32%); Single Male = 565 (3%); Not reported = 7,827 (38%) Element #41 indicates 5,602 records were reported with a living arrangement that is a non-foster home setting. These records should be reported as “not applicable” for this element. Also, there are 2,225 records that are missing the family structure information for those children whose placement is a foster home. See notes below from the case file review.</p> <p><u>Case File Review Findings</u> 7 (11%) of the records analyzed did not match what was reported in AFCARS. There were several records that were reported as blank but the child was in a foster home and the reviewer found the information. It appears that if the child is living with a relative this information is not reported to AFCARS or is not entered into the system.</p>

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Data Element	Rating Factor	Notes/Findings
		<p><u>Program Code: CFAF6006, 5500, 5515, 7520, 7550</u>                      The extract code uses the provider database and the background check section to obtain information about the foster parents. The foster family structure is derived from comparing the sex codes for foster parents 1 and 2.</p> <p>If “foster parent 1” and “foster parent 2” are both blank, this element is set to blank.</p> <p>Element 49 is set to “0” (not applicable) if the value for element #41 (current placement setting) is anything greater than “3.” However, as noted above in the frequencies there are no records reported as “not applicable.” It is likely that the program code does not get to this logic before setting the element to blank. Be sure this logic runs first for this element.</p>
#50 1 <sup>st</sup> Foster Caretaker’s Birth Year	3	<p><u>Case File Review Findings</u>                      6 (10%) of the records analyzed did not match what was reported in AFCARS. There were several records that were reported as blank but the child was in a foster home and the reviewer found the information. It appears that if the child is living with a relative this information is not being entered into either system.</p> <p><u>Program Code: CFAF6006, 5500, 7520, 7550</u>                      The extract code reads the provider database background check for foster parent 1 and sets this element with the year of birth.</p>
#51 2 <sup>nd</sup> Foster Caretaker’s Birth Year	3	<p><u>Program Code: CFAF6006, 5500, 7520, 7550</u>                      The extract code reads the provider database background check for foster parent 2 and sets this element to the year of birth.</p>
#52 1 <sup>st</sup> Foster Caretaker’s Race  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	2	<p><u>Screen/Systems</u>                      In CYCIS there is only room for recording a single race, which includes whether the person is Hispanic.</p> <p><u>NRC-CWDT TA, 6/2007</u>                      Review of the program code revealed that the foster parents’ race and Hispanic origin are based on a single race code. If the individual’s race is “W: white,” the race is reported as white and Hispanic origin is reported as “unable to determine.” If “H: Hispanic” is indicated, the race is reported as “unable to determine” and Hispanic origin is reported as “1: yes.” If the values “O: other” or “U: unknown” are found, race and Hispanic origin are both reported to AFCARS as “unable to determine.” If the child is residing in a non-foster home setting, this element is reported as blank.</p> <ul style="list-style-type: none"> <li>• If foster care element #41 (Current Placement Setting” has a value of 4, 5, 6, 7 or 8, indicating that the child is not in a foster family or pre-adoptive home), these element should be reported a blanks.</li> </ul>

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Data Element	Rating Factor	Notes/Findings
		<ul style="list-style-type: none"> <li>• Race and Hispanic origin must be collected and reported separately. Each individual should have all applicable races reported, as well as a response as to Hispanic origin.</li> <li>• Until this change is made, report the race as blank if the race value of “H (Hispanic)” is recorded.</li> <li>• The AFCARS value “unable to determine” should be used only if the foster parent refuses to provide this information.</li> <li>• Discontinue use of the State code “other” and map this value to blanks.</li> <li>• Rather than “unknown,” consider using the value “client refused” to better describe the appropriate use of this element.</li> </ul> <p><u>Case File Review Findings</u> There were several records that were reported as blank but the child was in a foster home and the reviewer found the information. It appears that if the child is living with a relative this information is not being entered into either system. Also, there were instances in which more than one race was identified by the reviewer.</p> <p><u>Program Code: CFAF6006, 5505</u> There is no logic to check for “Native Hawaiian/Other Pacific Islander,” it is left as initialized to “does not apply.” This value should be reported as blank since the extraction code does not check for it.</p> <p>If a value of “O, other” or “U, unknown,” or any other value is found, it is incorrectly mapped to “unable to determine.” These values and invalid values should be mapped to spaces.</p>
<p>#53 1<sup>st</sup> Foster Caretaker’s Hispanic or Latino Origin</p> <p>[0 = Not applicable] 1 = Yes 2 = No 3 = Unable to Determine</p>	<p align="center">1</p>	<p><u>Screen/Systems</u> In CYCIS there is only room for recording a single race, which includes whether the person is Hispanic.</p> <p><u>NRC-CWDT TA, 6/2007</u> Review of the program code revealed that the foster parents’ race and Hispanic origin are based on a single race code. If the individual’s race is “W: white,” the race is reported as white and Hispanic origin is reported as “unable to determine.” If “H: Hispanic” is indicated, the race is reported as “unable to determine” and Hispanic origin is reported as “1: yes.” If the values “O: other” or “U: unknown” are found, race and Hispanic origin are both reported to AFCARS as “unable to determine.” If the child is residing in a non-foster home setting, this element is reported as blank.</p> <ul style="list-style-type: none"> <li>• If foster care element #41 (Current Placement Setting” has a value of 4, 5, 6, 7 or 8, indicating that the child is not in a foster family or pre-adoptive home), this element should be “0: not applicable.” If the</li> </ul>

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		<p>child is known to be in a foster family or pre-adoptive home but the foster parent’s Hispanic origin is not known, this element should be blank. “Unable to determine” should be used only if the foster parent refuses to provide this information.</p> <ul style="list-style-type: none"> <li>• Race and Hispanic origin must be collected and reported separately. All AFCARS values for Hispanic origin (yes, no, unable to determine and missing) should be reported.</li> <li>• Until this change is made, report Hispanic origin as blank if the individual has a race value of: W (white), B (black), I (Indian), or A (Asian), O (other) or U (unknown).</li> </ul> <p><u>Case File Review Findings</u> 41 (66%) of the records analyzed did not match what was reported in AFCARS. In 36 error cases, this element was reported as “unable to determine” instead of “no.” Also, it appears that if the child is living with a relative this information is not being entered into either system.</p> <p><u>Program Code: CFAF6006, 5505</u> The extraction code maps “O” or “U” to “unable to determine” as well as missing data. These must be mapped to blanks. There is no logic to set the Hispanic Origin code to either “0” or “2.” This was supported by the case file review findings.</p>
<p>#54 2<sup>nd</sup> Foster Caretaker’s Race (if applicable)</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 align="center">2</p>	<p><u>Screen/Systems</u> In CYCIS there is only room for recording a single race, which includes whether the person is Hispanic.</p> <p><u>NRC-CWDT TA, 6/2007</u> Review of the program code revealed that the foster parents’ race and Hispanic origin are based on a single race code. If the individual’s race is “W: white,” the race is reported as white and Hispanic origin is reported as “unable to determine.” If “H: Hispanic” is indicated, the race is reported as “unable to determine” and Hispanic origin is reported as “1: yes.” If the values “O: other” or “U: unknown” are found, race and Hispanic origin are both reported to AFCARS as “unable to determine.” If the child is residing in a non-foster home setting, this element is reported as blank.</p> <ul style="list-style-type: none"> <li>• If foster care element #41 (Current Placement Setting” has a value of 4, 5, 6, 7 or 8, indicating that the child is not in a foster family or pre-adoptive home), these element should be reported a blanks.</li> <li>• Race and Hispanic origin must be collected and reported separately. Each individual should have all applicable races reported, as well as a response as to Hispanic origin.</li> <li>• Until this change is made, report the race as blank if the race value of “H (Hispanic)” is recorded.</li> <li>• The AFCARS value “unable to determine” should be used only if the foster parent refuses to provide</li> </ul>

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		<p>this information.</p> <ul style="list-style-type: none"> <li>• Discontinue use of the State code “other” and map this value to blanks.</li> <li>• Rather than “unknown,” consider using the value “client refused” to better describe the appropriate use of this element.</li> </ul> <p><u>Case File Review Findings</u> While there were not a lot of errors marked for this element, the issues identified for 1<sup>st</sup> foster caretaker applies to this element.</p> <p><u>Program Code: CFAF6006, 5505</u> There is no logic to check for “Native Hawaiian/Other Pacific Islander,” it is left as initialized to “does not apply.” This value should be reported as blank since the extraction code does not check for it.</p> <p>If a value of “O, other” or “U, unknown,” or any other value is found, it is incorrectly mapped to “unable to determine.” These values and invalid values should be mapped to spaces.</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>	<p align="center">1</p>	<p><u>Screen/Systems</u> In CYCIS there is only room for recording a single race, which includes whether the person is Hispanic.</p> <p><u>NRC-CWDT TA, 6/2007</u> Review of the program code revealed that the foster parents’ race and Hispanic origin are based on a single race code. If the individual’s race is “W: white,” the race is reported as white and Hispanic origin is reported as “unable to determine.” If “H: Hispanic” is indicated, the race is reported as “unable to determine” and Hispanic origin is reported as “1: yes.” If the values “O: other” or “U: unknown” are found, race and Hispanic origin are both reported to AFCARS as “unable to determine.” If the child is residing in a non-foster home setting, this element is reported as blank.</p> <ul style="list-style-type: none"> <li>• If foster care element #41 (Current Placement Setting” has a value of 4, 5, 6, 7 or 8, indicating that the child is not in a foster family or pre-adoptive home), this element should be “0: not applicable.” If the child is known to be in a foster family or pre-adoptive home but the foster parent’s Hispanic origin is not known, this element should be blank. “Unable to determine” should be used only if the foster parent refuses to provide this information.</li> <li>• Race and Hispanic origin must be collected and reported separately. All AFCARS values for Hispanic origin (yes, no, unable to determine and missing) should be reported.</li> <li>• Until this change is made, report Hispanic origin as blank if the individual has a race value of: W</li> </ul>

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Data Element	Rating Factor	Notes/Findings
		<p>(white), B (black), I (Indian), or A (Asian), O (other) or U (unknown).</p> <p><u>Program Code:</u> CFAF6006, 5510</p> <p>The extraction code maps “O” or “U” to “unable to determine” as well as missing data. These must be mapped to blanks. Note: there is no logic to set the Hispanic Origin code to either “0” or “2.”</p>
Outcome information		<p><u>Forms/Screen/System</u></p> <p>Form CFS 1425 – Change of Status Form CFS 1425L – Legal History Maintenance</p> <p>CYCIS Case Closing (CM-04) Screen</p> <p>CYCIS Terminal Operator’s Manual (CM) Page 27 – Case Closing (CM-04)</p> <p>The CFS 1425 contains a section to record the information regarding case closure. This is not a “turnaround” form. The instructions contain a list of the codes for the reason the case closed. Some of the reasons listed are reasons a case closed and not outcome information used to record a discharge from responsibility for placement and care. There is a “legal status” section and is used for child cases only. The instructions indicate that the child’s case cannot be closed until the legal relationship is entered. If the legal relationship has not ended, the worker is to enter “no” next to each child on the form.</p> <p>The CFS 1425L is used to report changes in a child’s legal status during the course of a case, the outcome of court hearings are recorded, and the legal responsibility at the opening of a case. At the time of the opening of a case, this form is to be attached to the CFS 1410, Registration/Case Opening Form.</p> <p><u>Program Code:</u> CFAF6000, 4140 and 4142</p> <p>As noted in the section above Removal Episode, Elements 18 – 21, the State constructs an episode table based on the start date and end date of a living arrangement. All Open, Transfer, and Close (OTC) case types (segments of the database) are read to determine removal episodes based on each time the case was opened and closed. Placements within a removal episode are determined by selecting valid foster care living arrangement segments and using legal status segments to provide status and status date information.</p>
#56 Date of Discharge from foster care  ____(mo) ____ (day)____(year)	2	<p><u>Case File Review Findings:</u> 6 (10%) of the records analyzed did not match what was reported in AFCARS.</p> <p><u>Frequency Report:</u> There were 38 records with a date of discharge but no discharge reason.</p>

**AFCARS ASSESSMENT REVIEW FINDINGS: Foster Care Data Elements**

**State: Illinois**

**AFCARS Reporting Period: October 1, 2009 – March 31, 2010 (2010A)**

Data Element	Rating Factor	Notes/Findings
		<p><u>Program Code:</u> CFAF6000, 3680 The extract code uses the date of the last foster care living arrangement for the child.</p> <p>See General Requirement #8. The State is incorrectly reporting children who are in the home of their parent while the agency maintains responsibility for placement and care as discharged after 30 days.</p> <p><u>Post Site-Visit Corrections</u> The extraction code (CFS 6000) was modified by setting the child’s record as discharged at the time the child is 18 and no longer eligible for title IV-E. It is not clear though that the correction addresses GR #7 as the 2010B data file still includes children over the age of 18 (12% of the records).</p> <p>The extraction code (CFS 6000) was modified. The logic in section 2500 that sets the discharge date after 30 days has been commented out and will not be executed.</p>
<p>#57 Date of Discharge Transaction Date  ____(mo) ____ (day)____(year)</p>	<p>3 2</p>	<p><u>Program Code:</u> CFAF6000, 3680 As noted in General Requirements item #20, the State does not have a transaction date associated with the removal date and the legal discharge date. The extract code uses the date of the last foster care living arrangement to populate the discharge date and it uses the segment entered date (computer generated) as the discharge transaction date. Due to the changes that are needed for the living arrangement, trial home visit, etc., this element was rated a “2.”</p>
<p>#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</p>	<p>2</p>	<p><u>Frequency Report</u> (n=20,493): Not Applicable = 0; Reunification = 1,278 (6%); Living with Other Relative(s) = 59 (.29%); Adoption = 637 (3%); Emancipation = 532 (3%); Guardianship = 307 (2%); Transfer to Another Agency = 5 (.02%); Runaway = 0; Death of Child = 0; Not reported = 17,675</p> <p>There were 38 more records with a date of discharge than records with a discharge reason.</p> <p><u>Program Code:</u> CFAF6000, 4140 and 4142 The extraction code bases the discharge reason on the end reason of the living arrangement type as follows: “Home of Parent” is mapped to “reunification,” “Home of Relative” is mapped to “living with other relative(s),” “Home of adoptive parent” is mapped to “adoption,” “Independent living only,” “youth in college,” “youth in employment,” community integrated living arrangement,” “transitional living program,” “college/university scholarship -DCFS scholarship only,” “armed services duty,” “unauthorized placement,” and “unauthorized home” are mapped to “emancipation.”</p>

**AFCARS ASSESSMENT REVIEW FINDINGS: Foster Care Data Elements**

**State: Illinois**

**AFCARS Reporting Period: October 1, 2009 – March 31, 2010 (2010A)**

Data Element	Rating Factor	Notes/Findings
		<p>“Guardian (successor)” and “subsidized guardian home” are mapped to “guardianship.”                      “Runaway,” “abducted,” “whereabouts unknown,” and “whereabouts unknown, periodic contact with caseworker” are mapped to “runaway.”</p> <p>If the discharge reason is blank or zero after checking the living arrangement type, it then checks the “case close” reason and maps discharge reason as follows: “Completed adoption” and “relative adoption” are mapped to “adoption,” “reached majority” is mapped to “emancipation,” “child deceased” is mapped to “death of child.” Also, it checks the “release to” code and map as follows: “father,” “mother,” or “parent” are mapped to “reunification;” “relative” is mapped to “live with relative;” “OR” is mapped to “emancipation,” “GS” is mapped to “guardianship,” and “other agency is mapped to “transfer to another agency.”</p> <p>There is no logic to set this element to “not applicable.”</p> <p>See General Requirement #8. The State is incorrectly reporting children who are in the home of their parent while the agency maintains responsibility for placement and care as discharged after 30 days.</p> <p>Since the State is using placement end reasons, there are values listed that are not actually an outcome goal or may not truly reflect that the agency does not have placement and care responsibility. It is not clear why the extraction code is not solely using the “case close” window and reasons. A review of the case closing reasons indicates that not all permanency options are listed. These would need to be added to the list.</p> <p>The reasons: runaway, abducted, whereabouts unknown, and whereabouts unknown, periodic contact with caseworker should only be reported as discharges if the agency no longer has responsibility for placement and care. Also, the AFCARS value “runaway” is not appropriate for “abducted.”</p> <p><u>Post site-visit extraction code changes</u>                      The extraction code was modified and maps the living arrangement codes “foster home adoptive (FHA),” “foster home boarding (FHB),” “foster home Indian (FHI),” “foster home boarding-private agency (FHP),” and “foster home specialized (FHS)” to “not applicable.”</p> <p>The extraction code (CFAF6000) was modified by setting the child’s record as discharged at the time the child is 18 and no longer eligible for title IV-E. It is not clear though that the correction addresses GR #7 as the 2010B data file still includes children over the age of 18 (12% of the records).</p>

**AFCARS ASSESSMENT REVIEW FINDINGS: Foster Care Data Elements**

**State: Illinois**

**AFCARS Reporting Period: October 1, 2009 – March 31, 2010 (2010A)**

Data Element	Rating Factor	Notes/Findings
		<p>The extraction code (CFAF6000) was modified. The logic in section 2500 that sets the discharge date after 30 days has been commented out and will not be executed.</p> <p>The extraction code (CFAF6000) was modified to include the placement type “DEC, deceased.” It is mapped to the AFCARS value for “death of child.”</p>
#59 Title IV-E (Foster Care)	<p>3 2</p>	<p><u>Program Code:</u> CFAF6006, 6000, 6005, 7135</p> <p>The extract code cycles through the case journal database AFDC MANG segments and if an entry is found for the current report period, it is compared to a select set of values. If a match is found, element #59 is set to “applies.” There are several codes that are read to determine this element. However, the State needs to define what these values represent. This element is rated a “2” pending a review of those values and because of the case file review findings.</p> <p><u>Case File Review Findings</u> 8 (13%) of the records analyzed did not match what was reported in AFCARS. In the majority of cases the response should have been “applies” instead of “does not apply.”</p>
#60 Title IV-E (Adoption Subsidy)	4	<p><u>Program Code</u> No extraction logic for this element. The State does not pay/claim title IV-E adoption subsidy until after an adoption is finalized.</p>
#61 Title IV-A (Aid to Families with Dependent Children)	1	<p><u>Program Code</u> There is no extraction logic for this element.</p> <p>The State will follow-up to determine if relatives who are not receiving a foster care payment are receiving title IV-A (TANF).</p> <p>This element is not to include emergency assistance payments. Also, this element should only include payments that occur after the child entered foster care.</p>
#62 Title IV-D (Child Support)	3	<p><u>Frequency Report</u> 94% of the records were reported as “does not apply.”</p> <p><u>Program Code:</u> CFAF6006, 6000, 6010, 7700, 7710 The extract code checks the “Trust” database. If there is a receipt that falls within the reporting period, the program code sets this element to “apply.”</p> <p>The State will follow-up on what happens to the payment once it is received and will update the Federal</p>

**AFCARS ASSESSMENT REVIEW FINDINGS: Foster Care Data Elements**

**State: Illinois**

**AFCARS Reporting Period: October 1, 2009 – March 31, 2010 (2010A)**

Data Element	Rating Factor	Notes/Findings
		team of its findings.
#63 Title XIX (Medicaid)	3 2	<p><u>Frequency Report</u> The frequencies for this element appear under-reported; 41% reported as “applies.” The State needs to follow-up with the Federal team on the funding source for the “health card.”</p> <p><u>Case File Review Findings</u> 19 (30%) of the records analyzed did not match what was reported in AFCARS. In the majority of cases the response should have been “applies” instead of “does not apply.”</p> <p><u>Program Code:</u> CFAF6006, 6000, 6005, 7135 The extract code is checking for this element in the same manner as described in element #59 and at the same time.</p>
#64 SSI or other Social Security Act Benefits	3	<p><u>Frequency Report</u> 13% of the records indicate “applies.” The State is going to double check if this is accurate.</p> <p><u>Program Code:</u> CFAF6006, 6000, 6010, 7700, 7705 The extraction code reads the “Trust” database for the client. If there is a receipt that falls within the reporting period, it sets the value of this element to “applies.”</p>
#65 None of the Above	2 3	<p><u>Program Code:</u> CFAF6006, 6000 The extraction code correctly sets element #65 to “applies” if any of the elements #59 – 64 are “does not apply.”</p>
#66 Amount Of Monthly Foster Care Payment (regardless of source)	2	<p><u>Program Code:</u> CFAF6006, 3500, 7505 The extract code checks the living arrangement and if a payment amount is found that is greater than zero and paid within the report period, element #66 is set to this amount.</p> <p>The State’s extraction code incorrectly extracts the first month instead of the most recent month’s payment (goes forwards not backwards).</p>

**AFCARS ASSESSMENT REVIEW FINDINGS: Adoption Data Elements**

**State: Illinois**

**AFCARS Reporting Period: October 1, 2009 – March 31, 2010 (2010A)**

Data Element	Rating Factors	CB Findings/Notes
#1 State FIPS Code	4	<p><u>Program Code:</u> CFAF6155 The extract code writes the State’s code value of “17” to this field.</p>
#2 Report Period End Date	4	<p><u>Program Code:</u> CFAF6155 The extract code receives this information from a manually updated date parameter read into the program at start up.</p>
#3 Record Number	4	<p>The child is assigned a new record number at time of the adoption.</p> <p><u>Program Code:</u> CFAF6150</p>
#4 State Agency Involvement  1 = Yes 2 = No	4	<p><u>Program Code:</u> CFAF6155 The extract code always sets the value for State Agency Involvement to “1” (Yes).</p> <p>As noted in the General Requirements Findings the State is only reporting those adoptions in which the agency has involvement.</p>
#5 Child Date of Birth	4	<p><u>Forms/Screen/System</u> Form CFS 1410 - Registration/Case Opening Form CFS 484, Adoptions/Guardianship Tracking The initial CFS 484 form is computer generated from CYCIS at the time a goal of adoption is entered, “a permanency goal of substitute care pending judicial determination regarding TPR (code 24),” and if there is a legal status of either “adoptive rights” or “surrender both parents.” The CFS 484 is a “turnaround” document. There is a section on the CYCIS screen “adoptions/guardianship tracking” (CM-46 and 47) that contains the child’s CYCIS information. This information is informational only and cannot be updated from these screens.</p> <p>CYCIS Client Basic Registration (CR-03) Screen CYCIS Adoptions/Guardianship Tracking (CM-46)</p> <p>CYCIS Client Registration Manual (CR) Page 14 – Client Basic Registration (CR-03): “The purpose of the client basic registration screen is to inquire, add, and update for client information on all CFS clients. This screen is the fundamental client screen in MARS/CYCIS. This screen’s data must be added to the system before any other client screen data can be entered, with the exception of the assessment screen (CM-90).”</p> <p>For those counties using SACWIS, this information is entered on the Person Management Screen. Those not using SACWIS complete the CFS 1410 form. Either the CFS1410 form or a “person profile” from the</p>

**AFCARS ASSESSMENT REVIEW FINDINGS: Adoption Data Elements**

**State: Illinois**

**AFCARS Reporting Period: October 1, 2009 – March 31, 2010 (2010A)**

Data Element	Rating Factors	CB Findings/Notes
		<p>SACWIS is submitted to clerical staff to enter the information into CYCIS. The CFS 1410 is used to open a case. Changes are made on the “turnaround” form that is printed from CYCIS and turned in to clerical staff for data entry.</p> <p><u>Program Code:</u> CFAF6155, 1100, 7200</p>
<p>#6 Child Sex</p> <p>1 = Male 2 = Female</p>	<p align="center">4</p>	<p><u>Forms/Screen/System</u> Form CFS 1410 - Registration/Case Opening CYCIS Client Basic Registration (CR-03) Screen</p> <p>Form CFS 484, Adoptions/Guardianship Tracking CYCIS Adoptions/Guardianship Tracking (CM-46)</p> <p><u>Program Code:</u> CFAF6155, 1100, 7200 The program code maps the State’s value “M” to AFCARS “male” and “F” to “female.”</p>
<p>#7 Child’s Race</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 align="center">2</p>	<p><u>Forms/Screen/System</u> Form CFS 1410 - Registration/Case Opening Form CFS 484, Adoptions/Guardianship Tracking</p> <p>CYCIS Client Basic Registration (CR-03) Screen CYCIS Adoptions/Guardianship Tracking (CM-46) The CM-46 and 47 screens do not display multiple races. There is only space for a race. This screen should be modified to display all applicable races of the child.</p> <p>SACWIS Person Management Screen The SACWIS system currently has fields for a primary race and four other races. The State should consider removing any distinctions of “primary” and “secondary.” The Children’s Bureau recommends each race option should be listed individually and the case worker can select all that apply.</p> <p>The State may want to change the language from “unable to determine” to “abandoned” so that it is clear to the case worker when it is a suitable option.</p> <p>Clarify the interfacing of information between the screens CR-03 and CM-46. Since the CM-46 screen does not collect all race values is only one passed through from CR-03 and SACWIS?</p>

**AFCARS ASSESSMENT REVIEW FINDINGS: Adoption Data Elements**

**State: Illinois**

**AFCARS Reporting Period: October 1, 2009 – March 31, 2010 (2010A)**

Data Element	Rating Factors	CB Findings/Notes
		<p><u>Frequency Report</u> There was only one record reported as the child being multi-racial.</p> <p><u>Program Code:</u> CFAF6155, 1100, 7200 Five sets of values for race code are maintained on the Client Registration Root segment in order to allow multiple racial categories per person.</p> <p>The program code maps “AO, Asian/Orient/Pac ISL” to “Asian.” The State needs to update its code table to reflect “AO” as “Asian/Oriental.”</p> <p>The program code maps “NR” (not reported) or “DI” (no value for DI on code table) to “unable to determine.” The State’s value “not reported” should be mapped to blanks. Missing data are to be reported as blanks.</p> <p>The value “DI” is not on the screens of either system. The programmer notes in CFAF6006 indicate this value was added June 27, 2010. It is not included in the instructions or on the code table. Please define this value and update related documentation.</p>
<p>#8 Child Hispanic/Latino Origin</p> <p>1 = Yes 2 = No 3 = Unable to Determine</p>	<p align="center">2</p>	<p><u>Forms/Screen/System</u> Form CFS 1410 - Registration/Case Opening Form CFS 484, Adoptions/Guardianship Tracking</p> <p>CYCIS Client Basic Registration (CR-03) Screen CYCIS Adoptions/Guardianship Tracking (CM-46)</p> <p>This element is rated a “2” since the data is collected in the SACWIS and this is where the program code should be extracting it in order to populate this element. However, the CYCIS screen does not have a separate field for Hispanic/Latino Origin. The screen must be modified to include a field for Hispanic/Latino ethnicity.</p> <p>In the SACWIS system there is a value “none.” In order to make it clearer to the case workers, replace it with “non-Hispanic/Latino.”</p> <p>The State may want to consider adding “abandoned” and “declined” in place of the AFCARS value of “unable to determine” in order to make the options available to the worker more meaningful.</p>

**AFCARS ASSESSMENT REVIEW FINDINGS: Adoption Data Elements**

**State: Illinois**

**AFCARS Reporting Period: October 1, 2009 – March 31, 2010 (2010A)**

Data Element	Rating Factors	CB Findings/Notes
		<p><u>Frequency Report (n=640):</u> Yes = 40 (6%); No = 457 (71%); Unable to determine = 143 (22%); Not Reported = 0</p> <p><u>Case File Review Findings:</u> 9 (38%) of the records analyzed did not match what was reported in AFCARS. In the majority of the error cases, the AFCARS data indicated “unable to determine.” In general, the reviewers found that the child was not of Hispanic/Latino Origin.</p> <p><u>Program Code:</u> CFAF6155, 1100, 1120 The extract code uses the client ethnic code found on the Client Registration database Root segment to populate this element. The extract code correctly maps the Hispanic Origin codes to the AFCARS value of “yes.” If “NH, Not Hispanic” is found, this element is set to “no.”</p> <p>The extraction code incorrectly maps “not reported” to “unable to determine.” “Not reported” reflects that either the person did not provide the information or that the case worker inquired but the person declined to give the information. Missing data are to be mapped to blanks in AFCARS. This value should be mapped to blank until the State adds the additional options for abandoned and declined.</p>
<p>#9 Has Agency Determined Special Needs</p> <p>1 = Yes 2 = No</p>	<p align="center">3</p>	<p><u>Frequency Report (n=640):</u> Yes = 608 (95%); No = 32 (5%); Not Reported = 0</p> <p><u>Program Code:</u> CFAF6155, 1100, 1130 The extract code bases the answer to this question on the presence of a value for element #10.</p>
<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>	<p align="center">1</p>	<p><u>NRC-CWDT TA, 6/2007</u> This code performs a search for child characteristics rather than an indication of the worker’s determination of the child’s special needs. The high number of children with a primary basis of “age” is due to the child’s age being checked first. This element should appear as a question for the worker to answer. The response should be based on the worker’s determination of the greatest barrier to the child’s adoption and not the system making a determination.</p> <p><u>Forms/Screen/System</u> There are no forms to collect this information.</p> <p>This information is not collected as a database field in either system.</p> <p>The State team indicated that they have no “other State defined” special needs. They also do not base</p>

**AFCARS ASSESSMENT REVIEW FINDINGS: Adoption Data Elements**

**State: Illinois**

**AFCARS Reporting Period: October 1, 2009 – March 31, 2010 (2010A)**

Data Element	Rating Factors	CB Findings/Notes
		<p>special needs on race/ethnic background.</p> <p>The State will must add a field for primary basis of special need. This information should be based on a worker’s judgment as to what the child’s primary barrier is to being adopted. It should not be determined by the information system.</p> <p><u>Frequency Report</u> (n=640): Not applicable = 32; Race/Original Background = 0; Age = 532 (83%); Sibling group = 71 (11%); Medical, etc. = 5 (.78%); Other = 0; Not reported = 0</p> <p><u>Case File Review Findings</u>: 10 (42%) of the records analyzed did not match what was reported in AFCARS. In all of the error cases the AFCARS data indicated the child’s primary basis for special needs was “age.” However, in the majority of the error cases, the reviewers noted the child’s special need was “membership in a sibling group.”</p> <p><u>Program Code</u>: CFAF6155, 1130, 9500</p> <p>The extract code determines the primary basis of special needs through a decision hierarchy. The logic used to populate element #10 is as follows: if the child is older than 2, set the primary basis to “2” (age). Otherwise, if the client handicapped code is not “Disability Suspended,” “Diagnosis Unattain,” “Adult Mental Disorder,” “No Handicap,” or “AD DevDis/ Mental Dis” set the Primary Basis to “4.”</p> <p>The program code then checks the family cluster database for this client to see if multiple siblings are involved. If they are, this element is set to “sibling group.”</p> <p>The State needs to ensure that once changes are made elements #11 - 15 are only reported if the value for element #10 is “medical conditions or mental, physical or emotional disabilities.”</p>
#11 Mental Retardation	2	<p>For adoption elements #11 - 15, see foster care elements #11 - 15.</p> <p><u>Program Code</u>: CFAF6155, 1130</p>
#12 Visually/Hearing Impaired	2	
#13 Physically Disabled	2	
#14 Emotionally Disturbed	2	
#15 Other Diagnosed Condition	2	
#16 Mother's Birth Year	3	<p><u>Case File Review Findings</u>: 4 (17%) of the records analyzed did not match what was reported in AFCARS. There was no data submitted to AFCARS, but the reviewers found a date.</p>

**AFCARS ASSESSMENT REVIEW FINDINGS: Adoption Data Elements**

**State: Illinois**

**AFCARS Reporting Period: October 1, 2009 – March 31, 2010 (2010A)**

Data Element	Rating Factors	CB Findings/Notes
		<p><u>Program Code:</u> CFAF6155, 6100 The extract code reads the Family Relationship table for the birth parent’s information and if the mother’s year of birth is found, it is used to populate element #16.</p>
#17 Father’s Birth Year	3	<p><u>Case File Review Findings:</u> 6 (26%) of the records analyzed did not match what was reported in AFCARS. There was no data submitted to AFCARS, but the reviewers found a date.</p> <p><u>Program Code:</u> CFAF6155, 6100 The extract code reads the Family Relationship table for the birth parent’s information and if the father’s year of birth is found, it is used to populate element #17.</p>
<p>#18 Mother Married at Time of Birth</p> <p>1 = Yes 2 = No 3 = Unable to Determine</p>	1	<p><u>NRC-CWDT TA, 6/2007</u> Adoption element #18, which asks whether the child’s natural mother was married at the time of the child’s birth, is not being collected or reported by Illinois. Currently all adoption records are reported as “unable to determine” for this element. Illinois needs to create a field for this question in CYCIS, SACWIS and applicable forms. Other States have found that this information is most effectively collected at the beginning of a case (i.e., when the child is first removed from the home). When this question is added, consider having the intake or foster care worker enter this information. Also keep in mind that the value “unable to determine” is to be used only if the child was abandoned. Until Illinois begins to collect this information, this element should be reported as blanks for all adoption records.</p> <p><u>Forms/Screen/System</u> There are no forms to collect this information.</p> <p>This information is not collected as a database field in either system.</p> <p><u>Frequency Report:</u> All records are reported as “unable to determine.”</p> <p>The systems do collect marital status of the birth mother. However, a specific start and end date for a marriage is not recorded. The State can either create a field, perhaps on the person management screen, or add dates to the marital status field. If dates are added, the program code would compare the child’s date of birth to the marital start/end dates to determine the response to this element.</p> <p><u>Case File Review Findings:</u> 23 (100%) of the records analyzed did not match what was reported in AFCARS. The AFCARS report indicated “unable to determine” but the reviewers found the information.</p>

**AFCARS ASSESSMENT REVIEW FINDINGS: Adoption Data Elements**  
**State: Illinois**  
**AFCARS Reporting Period: October 1, 2009 – March 31, 2010 (2010A)**

Data Element	Rating Factors	CB Findings/Notes
		<p><u>Program Code:</u> CFAF6155  This element is incorrectly hard coded to “unable to determine.” This element must be mapped to blank until the system and/or extraction code are modified to collect this data.</p>
#19 Date of Mother's TPR	2	<p><u>Forms/Screen/System</u>  Form CFS 1410 - Registration/Case Opening, Deceased Date  Form CFS 1425L, Legal History Maintenance  Form CFS 484, Adoptions/Guardianship Tracking</p> <p>CYCIS Client Basic Registration (CR-03), Deceased Date  CYCIS Court Hearing Results – Legal History (CM – 13) Screen  CYCIS Death Information (CR10) Screen  CYCIS Adoptions/Guardianship Tracking (CM-46)</p> <p><u>Frequency Report:</u> There were 15 records missing the mother’s TPR date.</p> <p><u>Program Code:</u> CFAF6155, 6100  The extract code uses the mother’s data to obtain legal status information from the case journal database legal segment. If a legal finding of “Termination Mother” or “Surrender Mother” or “Specific Consent by Mother” or “General Consent of Mother” or “Mother Deceased” or “MM” (no value found in code table for this code), the date is used for this element.</p> <p>Also, see the findings for foster care element #47.</p>
#20 Date of Father's TPR	2	<p><u>Forms/Screen/System</u>  Form CFS 1410 - Registration/Case Opening, Deceased Date  Form CFS 1425L, Legal History Maintenance  Form CFS 484, Adoptions/Guardianship Tracking</p> <p>CYCIS Client Basic Registration (CR-03), Deceased Date  CYCIS Court Hearing Results – Legal History (CM – 13) Screen  CYCIS Death Information (CR10) Screen  CYCIS Adoptions/Guardianship Tracking (CM-46)</p> <p><u>Frequency Report:</u> There were 16 records missing the father’s TPR date.</p>

**AFCARS ASSESSMENT REVIEW FINDINGS: Adoption Data Elements**

**State: Illinois**

**AFCARS Reporting Period: October 1, 2009 – March 31, 2010 (2010A)**

Data Element	Rating Factors	CB Findings/Notes
		<p><u>Program Code:</u> CFAF6155, 6100</p> <p>The extract code uses the father’s data to obtain legal status information from the case journal database legal segment. If a legal finding of “Termination Father” or “Surrender Father” or “Specific Consent by Father” or “General Consent of Father” or “Father Deceased” or “MF” (no value found in code table for this code), the date is used for this element.</p> <p>See the findings for foster care element #48.</p>
#21 Date Adoption Legalized	2	<p><u>NRC-CWDT TA, 6/2007</u></p> <p>It appears that the date that the adoption was finalized is being reported for this element. The date that the child was discharged from foster care with a reason of “adoption” is used to determine the adoption population. This is why there are older dates appearing in AD element #21.</p> <p>State staff indicated that in rare cases, an adoption will be finalized but the State custody order is not vacated for several months so that the agency may remain involved with the family. Therefore, the finalization date may occur in 2006 with the discharge from foster care with a reason of adoption in 2007.</p> <ul style="list-style-type: none"> <li>• State staff is further investigating whether the date that the child’s adoption was finalized or the date that the child was discharged from foster care with a reason of “adoption” is being reported for this element. Staff is also investigating which date the adoption population is based on.</li> <li>• Once the adoption has been finalized, the date of the adoption finalization should be reported for this element.</li> </ul> <p><u>Forms/Screen/System</u> Form CFS 484, Adoptions/Guardianship Tracking</p> <p>CYCIS Adoptions/Guardianship Tracking (CM-46) Screen</p> <p><u>Frequency Report</u> There were 12 records missing this information.</p> <p><u>Program Code:</u> CFAF6155, 1100</p> <p>The extract code reads the adoption finalization table for the client and sets this element based on the adoption finalization date found in the table. The State is also checking the discharge from foster care reason of “adoption” to identify records that are to be reported as adoptions.</p>

**AFCARS ASSESSMENT REVIEW FINDINGS: Adoption Data Elements**

**State: Illinois**

**AFCARS Reporting Period: October 1, 2009 – March 31, 2010 (2010A)**

Data Element	Rating Factors	CB Findings/Notes
		<p>Records that do not have a legalized adoption date should not be reported.</p> <p>Prior to the execution of CFAF 6155, program CFAF6150 creates the pool of adoption cases to be processed for AFCARS. This program attempts to account for potentially missing adoptions during the reporting period by looking at foster care cases that have closed with a reason code of adoption. These are compared to the cases on the adoption finalization table for the reporting period and if one is found that has not been entered in this table, it is included in the AFCARS adoption report. Since element #21 is being pulled only from the adoption finalization table these records will be missing this information. Not only will this element be missing, but for all cases that are pulled into AFCARS in this fashion any data obtained in CFAF6155 from the adoption finalization table will be missing. This includes all adoptive parents' demographic information – date of birth, race, Hispanic origin, and marital status.</p>
<p>#22 Adoptive Family Structure</p> <p>1 = Married Couple                  2 = Unmarried Couple                  3 = Single Female                  4 = Single Male</p>	<p align="center">2</p>	<p><u>Forms/Screen/System</u>                  Form CFS 484, Adoptions/Guardianship Tracking</p> <p>“Unmarried couple” is not an option listed on the CFS 484.</p> <p>CYCIS Adoptions/Guardianship Tracking (CM-46)</p> <p><u>Frequency Report (n=640):</u> Married couple = 338 (53%); Unmarried couple = 0; Single female = 284 (44%); Single male = 14 (2%); Not reported = 4 (.63%)</p> <p>State staff indicated that in the case of unmarried couples that are either same or different-gender, one member of that couple would be identified as the adoptive parent. The other member may later petition for joint custody.</p> <p>The AFCARS definition for this element indicates to select “the category which best describes the nature of the adoptive parent(s) family structure.” Since there may be a couple that is not married but are living together as a couple and both are caretakers, the State should report these as ‘unmarried couple’ in order to better reflect the child’s situation.</p> <p><u>Program Code:</u> CFAF6155</p> <p>If the mother and father’s family structure are blank or “unknown (UK),” the extraction sets this element to blank.</p>

**AFCARS ASSESSMENT REVIEW FINDINGS: Adoption Data Elements**

**State: Illinois**

**AFCARS Reporting Period: October 1, 2009 – March 31, 2010 (2010A)**

Data Element	Rating Factors	CB Findings/Notes
		<p>The extract code uses data from the adoption finalization table. The code checks for the marital status of the adoptive mother and adoptive father. If a marital status of married is found for both the adoptive mother and father, this element is reported as “1: married.” If a marital status of divorced, separated, widowed or not married is found for the adoptive mother and no status is found for the adoptive father, this element is mapped to “3: single female.” An equivalent process is performed to identify a structure of “4: single male.” If none of the other conditions apply, the extraction code sets this element to “unmarried couple.” This line appears to not be executed. The State needs to comment out this line since if the information is missing the element is to be reported as missing.</p> <p>See notes in element #21 regarding the program code.</p>
#23 Adoptive Mother's Year of Birth	2	<p><u>Forms/Screen/System</u> Form CFS 484, Adoptions/Guardianship Tracking</p> <p>CYCIS Adoptions/Guardianship Tracking (CM-46)</p> <p><u>Program Code:</u> CFAF6155 The extract code populates this field from the mother’s birth date retrieved from the Adoption Finalization table.</p> <p>Also, see the notes for the program code in element #21.</p>
#24 Adoptive Father's Year of Birth	2	<p><u>Forms/Screen/System</u> Form CFS 484, Adoptions/Guardianship Tracking</p> <p>CYCIS Adoptions/Guardianship Tracking (CM-46)</p> <p><u>Program Code:</u> CFAF6155 The extract code populates this field from the father’s birth date retrieved from the Adoption Finalization table.</p> <p>Also, see the notes for the program code in element #21.</p>
#25 Adoptive Mother's Race a. American Indian or Alaska Native b. Asian	2	<p><u>Forms/Screen/System</u> Form CFS 484, Adoptions/Guardianship Tracking</p> <p>CYCIS Adoptions/Guardianship Tracking (CM-46)</p>

**AFCARS ASSESSMENT REVIEW FINDINGS: Adoption Data Elements**

**State: Illinois**

**AFCARS Reporting Period: October 1, 2009 – March 31, 2010 (2010A)**

Data Element	Rating Factors	CB Findings/Notes
c. Black or African American d. Native Hawaiian or Other Pacific Islander e. White f. Unable to Determine		The CM-46 screen has individual fields for each of the race categories, plus a field for Hispanic origin. Note that the instructions for the CFS 484 do not match the field on the screen.  <u>Program Code:</u> CFAF6155 The extract code reads the Client Registration database Root segment for the Adoptive Mother's demographic data. Race code values are mapped as described previously for Foster Care parent's  Since the CM-46 screen contains this data and allows for all applicable races to be selected, the extraction code should be using this screen to populate this element.
#26 Adoptive Mother's Hispanic Origin  0 = Not Applicable 1 = Yes 2 = No 3 = Unable to Determine	1 2	<u>Forms/Screen/System</u> Form CFS 484, Adoptions/Guardianship Tracking  CYCIS Adoptions/Guardianship Tracking (CM-46)  The CM-46 screen has a field for Hispanic origin. Note that the instructions for the CFS 484 do not match the field on the screen.  <u>Program Code:</u> CFAF6155 Hispanic code values from the Client Registration database Root segment are translated as described previously for Foster Care parents.  Since the CM-46 screen contains this data and allows for all applicable races to be selected, the extraction code should be using this screen to populate this element.
#27 Adoptive Father's Race  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	2	<u>Forms/Screen/System</u> Form CFS 484, Adoptions/Guardianship Tracking  CYCIS Adoptions/Guardianship Tracking (CM-46)  The CM-46 screen has individual fields for each of the race categories, plus a field for Hispanic origin. Note that the instructions for the CFS 484 do not match the field on the screen.  <u>Program Code:</u> CFAF6155 The extract code reads the Client Registration database Root segment for the Adoptive Father's demographic data: Race code values are mapped as described previously for Foster Care parents.

**AFCARS ASSESSMENT REVIEW FINDINGS: Adoption Data Elements**

**State: Illinois**

**AFCARS Reporting Period: October 1, 2009 – March 31, 2010 (2010A)**

Data Element	Rating Factors	CB Findings/Notes
<p>#28 Adoptive Father's Hispanic Origin</p> <p>0 = Not Applicable 1 = Yes 2 = No 3 = Unable to Determine</p>	<p>4 2</p>	<p>Since the CM-46 screen contains this data and allows for all applicable races to be selected, the extraction code should be using this screen to populate this element.</p> <p><u>Forms/Screen/System</u> Form CFS 484, Adoptions/Guardianship Tracking</p> <p>CYCIS Adoptions/Guardianship Tracking (CM-46)</p> <p>The CM-46 screen has a field for Hispanic origin. Note that the instructions for the CFS 484 do not match the field on the screen.</p> <p><u>Program Code:</u> CFAF6155 Hispanic code values from the Client Registration database Root segment are translated as described previously for Foster Care parents.</p> <p>Since the CM-46 screen contains this data and allows for all applicable races to be selected, the extraction code should be using this screen to populate this element.</p>
<p>#29 –32</p> <p>0 = Does not Apply 1 = Applies</p>		<p><u>Screen:</u> There is not a field for this information. Instead the extraction code is using the child’s living arrangement. If the child was not in the State’s foster care system, then there is no information recorded for these elements.</p> <p><u>Frequency Report</u> Of the 640 records, 639 were reported as both “foster parent” and “non-relative.” Only one record was reported as having the relationship “relative.”</p> <p><u>Program Code:</u> CFAF6155 The extract code reads the case journal database root segment. The value for elements #29 – 32 is set based on cycling through the living arrangement segments for the child to determine the type code of the most current living arrangement. These elements are initialized to zero prior to the selection logic described below.</p>
<p>#29 Relationship of Adoptive Parent to Child - Stepparent</p>	<p>1</p>	<p><u>Program Code:</u> CFAF6155 There is no logic to set this element except initialization to “0.” This element is to be set to blank.</p>
<p>#30 Relationship of Adoptive Parent to Child - Other Relative</p>	<p>1</p>	<p><u>Program Code:</u> CFAF6155 If current living arrangement type code = “HMR” (home of relative) set element #30 to “1.”</p>

**AFCARS ASSESSMENT REVIEW FINDINGS: Adoption Data Elements**  
**State: Illinois**  
**AFCARS Reporting Period: October 1, 2009 – March 31, 2010 (2010A)**

Data Element	Rating Factors	CB Findings/Notes
		<p>Since this does not necessarily mean that the relatives are the adoptive parents, this information may be inaccurate.</p> <p><u>Case File Review Findings:</u> 11 (46%) of the records analyzed did not match what was reported in AFCARS. Instead of “applies,” the response should have been “does not apply.”</p>
#31 Relationship of Adoptive Parent to Child - Foster Parent	1	<p><u>Program Code:</u> CFAF6155            If current living arrangement type code is not “HMR,” this element is to “applies.”</p>
#32 Relationship of Adoptive Parent to Child - Other Non-Relative	1	<p><u>Program Code:</u> CFAF6155            If current living arrangement type code is not “HMR,” set the value of element #32 to “applies.”</p> <p><u>Case File Review Findings:</u> 11 (46%) of the records analyzed did not match what was reported in AFCARS. Instead of “does not apply,” the response should have been “applies.”</p>
#33 Child Was Placed from  1 = Within State 2 = Another State 3 = Another Country	1	<p><u>Program Code:</u> CFAF6155            This element is incorrectly hard coded to “within State.”</p> <p>As noted in the General Requirements findings, it is possible for the State to have an agreement with a family living in Illinois who adopts a child from a private agency in another State. This would be considered a “non-ward” case and is to be reported to AFCARS.</p>
#34 Child Was Placed by  1 = Public Agency 2 = Private Agency 3 = Tribal Agency 4 = Independent Person 5 = Birth Parent	1	<p><u>Frequency Report</u>            All records were reported as “public agency.”</p> <p><u>Screen:</u>            There is no field or screen to collect this data.</p> <p><u>Program Code:</u> CFAF6155            This element incorrectly is hard coded “public agency.”            The State does enter into adoption assistance agreements with families that are adopting through a private agency and the child is determined special needs. In this case the child was placed by a private agency, not the State public agency.</p>
#35 Receiving Monthly Subsidy  1 = Yes 2 = No	2	<p><u>Program Code:</u> CFAF6155            The extraction code checks the Adoption Assistance case number and if found, it reads the living arrangement segment for the payment amount. If it is greater than zero set element #35 to “1”, otherwise set it to “2”.</p>

**AFCARS ASSESSMENT REVIEW FINDINGS: Adoption Data Elements**  
**State: Illinois**  
**AFCARS Reporting Period: October 1, 2009 – March 31, 2010 (2010A)**

Data Element	Rating Factors	CB Findings/Notes
		Need to add another condition to check for Medicaid only subsidy.
#36 Monthly Amount	2	<u>Program Code:</u> CFAF6155 The program code is checking for the “living arrangement payment amount.” The amount reported for this element must be the amount in the adoption agreement.
#37 Adoption Assistance - title IV-E	4 3	<u>Program Code:</u> CFAF6155, 1200 The extraction code maps this field by determining if element #36 is greater than zero and there is a title IV-E eligible code. If so, this element is set “applies” otherwise it is set to “does not apply.”  Based on the case file review findings, the State needs to re-examine the process for entering and extracting this data.  <u>Case File Review Findings:</u> 4 (18%) of the records analyzed did not match what was reported in AFCARS.