

AFCARS ASSESSMENT REVIEW IMPROVEMENT PLAN: Foster Care Data Elements

State: Indiana

AFCARS Reporting Period: April 1, 2007 - September 30, 2007 (2007B)

Data Element	Rating Factor	Findings	Tasks	Estimated/ Completed Date	Notes/Comments
#5 Date of Most Recent Periodic Review (if applicable)	2	<p><u>Program code</u> (<u>pkg_cm_afcars.bdy.doc; LNs 2603-2660</u>):</p> <p>1) The extraction code checks for and extracts the “order date.”</p> <p><u>Data Quality:</u> <u>2007B and 2008A Frequency Report:</u></p> <p>1) There are several records with review dates between 1990 and 2006.</p> <p><u>Case file review findings:</u></p> <p>2) 17 (31%) of the records analyzed did not match what was reported in AFCARS. In two of the error cases no data were reported to AFCARS, but the child had been in foster care for more than six months.</p>	<p><u>Program code</u></p> <p>1) Modify the extraction code to select the hearing date when reporting the most recent periodic review.</p> <p><u>Data Quality/ Training/ Supervision</u></p> <p>1) 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.</p> <p>2) Describe, develop, and implement a method to ensure the accurate and timely entry of this data.</p>		<p><u>Program code</u></p> <p>1) <u>Indiana response 8/08:</u> The extraction code which calls for order date instead of hearing date will be amended when redesign of the court section of Case Management is completed and order date is no longer entered in system.</p> <p><u>Data Quality/ Training/ Supervision</u></p> <p>1) <u>Indiana’s Response 8/08:</u> The extraction code has been revised and cases have been reviewed and corrected so they will no longer be inappropriately pulled into AFCARS report. Once we corrected the extraction code we were left with a number of long-closed cases whose removal end dates had never been recorded in the system. These have been corrected by entering the appropriate removal end date. Once we have completed our review of the extraction code, we will resubmit previous AFCARS data.</p>
#10 Has the child been clinically diagnosed as having a disability(ies)? 1=Yes 2=No	2	<p><u>Screen:</u> Special Needs Details</p> <p>1) There is not a specific field for the collection of this information.</p> <p>2) There are multiple screens used</p>	<p><u>Screen:</u></p> <p>1) The State needs to add the question and the AFCARS response options.</p> <p>2) The State needs to make</p>		<p><u>Screen:</u></p> <p>1) <u>Indiana’s Response 8/08:</u> These changes are being included in the system redesign.</p> <p>2) <u>Indiana’s Response 8/08:</u> These</p>

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3=Not yet Determined		for the collection of information pertaining to a child’s health, including a “Medical Passport” section. The Medical Passport includes fields that collect the information that is also collected on the “Special Needs Detail screen.”	<p>modifications to consolidate all this information into one section of the system.</p> <p><u>State Proposal:</u> Add a field to record the date a child health exam is completed. If no date is entered, the answer will be "not yet determined."</p> <p>If a date is entered, the State intends to require the user to enter an answer of “Yes” or “No” to the question “Has child been diagnosed with a disability?”</p> <p>If the answer is “yes,” the system will require a selection of a disability type and the date of the diagnosis.</p> <p>3) The State may want to implement a tickler at 30 days after removal that reminds the caseworker to update this information</p> <p>3a) Another option would be to modify the extraction code to set any record to blank if the response is “not yet determined” and the child has been in care for 31 or more days.</p>		changes are being included in the system redesign.

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		<p><u>Program Code (LNs 5412-5447, 502-578):</u> 1) This element is derived from the responses in foster care elements #11-15. If a diagnosed condition is found, this element is mapped to “yes,” and if no diagnosed condition is found this element is mapped to “no.”</p> <p><u>Data Quality:</u> 2007B Frequency Report (n=15, 531): Yes = 1,761 (11%); No = 13,770 (89%); Not yet determined = 0; Not reported = 0 2008A Frequency Report (n=15, 423): Yes = 1,724 (11%); No = 13,699 (89%); Not yet determined = 0; Not reported = 0</p> <p><u>Case file review findings:</u> 23 (40%) of the records analyzed did not match what was reported in AFCARS. In all of the error cases the response should have been “yes” instead of “no.”</p>	<p><u>Program Code:</u> 1) Modify the extraction code based on changes made to the system screens. 2) After modifications are made to the screens, if the worker does not answer the question, then elements #10 through 15 are to be reported as blank.</p> <p><u>Data Quality/Training/Supervision:</u> 1) Describe how the State will provide monitoring oversight to ensure that workers enter this information. 2) Implement training and supervisory oversight for the correct entry of this data.</p>	<p><u>Program Code:</u> 1) <u>Indiana’s Response 8/08:</u> These changes are being included in the system redesign.</p>
Foster care and adoption elements #11- 15 #11 Mental Retardation #12 Visually/Hearing Impaired	2	<p><u>Screen: Special Needs Details</u> 1) The options list contains all types of characteristics; diagnosed conditions and behaviors noted by the worker. There is a check box for “clinically diagnosed” next to</p>	<p><u>Screen:</u> 1) As part of the screen redesign for the collection of elements #10 - 15, separate the child’s health conditions from other characteristics and locate them</p>	<p><u>Screen:</u> 1) <u>Indiana’s Response 8/08:</u> These changes are being included in system redesign.</p>

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#13 Physically Disabled #14 Emotionally Disturbed #15 Other Diagnosed Condition [0 = Does not apply] 1 = Applies		the “need subtype” field. <u>Program Code:</u> 1) “Legally blind” is not listed on the State’s special needs mapping table. 2) The State incorrectly maps “Cushing Syndrome” (PH036) to element #13. 3) The State incorrectly maps “Cystic Fibrosis” (PH035) to element #13. 4) The State incorrectly maps “substance-related disorder” (DP011 and ME013) to element #14. 5) The State incorrectly maps “pelvic inflammatory disease” (DM039) to element #15. 6) The State incorrectly maps “scoliosis” (PH055 and DM046) to element #15. <u>Data Quality:</u>	on the medical profile section of the system 2) When modifying the system, be sure to include start and end dates for each diagnosis. <u>Program Code:</u> 1) Add the option “legally blind” to both the option list and to the extraction code. 2) Map the value PH036 to element #15. 3) Map the value PH035 to element #15. 4) Do not include “substance-related disorder” in AFCARS. 5) 4) Do not include “pelvic inflammatory disease” in AFCARS. 6) Do not include “scoliosis” in AFCARS. <u>Data Quality/Training/</u>		

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		<p><u>Case file review findings (foster care):</u> 1) Based on the findings of the review of paper case files and the frequency report, the data submitted to ACF does not reflect the conditions of the children in the State's foster care system. The error cases indicate that there are more children diagnosed with a health/mental health condition than what is being reported to AFCARS.</p> <p><u>Case file review findings (adoption element #14):</u> 2 (11%) of the records analyzed did not match what was reported in AFCARS. One error case should have been "applies" instead of "does not apply." The other error case should have been "does not apply" instead of "applies." The primary basis for special needs was "membership in a sibling group."</p>	<p><u>Supervision</u> 1) Describe, develop, and implement a method to ensure the accurate and timely entry of this data.</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</p>	<p align="center">2</p>	<p><u>Program code (Pkg_cm_afcars.bdy, LNs 5463-5482, 2667-2743):</u></p> <p>1) The program code defaults to "5, unable to determine."</p>	<p><u>Program Code:</u> 1) Modify the program code to remove the default value. Map missing data to blank. 2) If the child was previously adopted, but the age is unknown, this element must be mapped to blank.</p>		

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5 = Unable to Determine					
#18 Date of First Removal from Home (mo) (day) (year)	2	<u>Program code:</u> 1) In instances where the child's first living arrangement is a hospital or a locked facility at the time the agency obtains responsibility for care and placement, the program code incorrectly extracts the date the child entered the hospital or locked facility as the removal date.	<u>Program Code:</u> 1a) If the child's first removal from home only includes placements in a locked facility or a hospital, then the program code must not use the start date (the date the agency received responsibility for care and placement) of this removal for element #18. 1b) If the child's first removal from home involved an initial placement in either a locked facility or a hospital prior to the child being placed in a traditional foster care setting, the date the foster care placement began is to be reported for element #18.		<u>Indiana's Response 8/08:</u> This issue is being addressed in redesign of service case management.
#19 Total Number of Removals from Home	2	<u>Program Code: LN 5487</u> 1) The State incorrectly includes one day removal episodes in the removal count even though they are correctly excluding one day removals for elements 18 and 21. 2) The program code incorrectly counts removal episodes where the child's only living arrangement was a locked facility or a hospital.	<u>Program Code:</u> 1) Modify the extraction code to never count removal episodes that are less than 24 hours. 2) Modify the program code to not include in the number of removals instances in which the child's only living arrangement was a locked facility or a hospital.		
#21 Date of Latest	2	<u>Program Code:</u>	<u>Program Code:</u>		<u>Program Code:</u>

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Removal (mo) (day) (year)		<p>1) In instances where the child’s first living arrangement is a hospital or a locked facility at the time the agency obtains responsibility for care and placement, the program code incorrectly extracts the date the child entered the hospital or locked facility as the removal date.</p> <p>2) The program code does not extract the start day of a “runaway” status when it is the first and only placement for the report period.</p>	<p>1) If the child’s first removal from home only includes placements in a locked facility or a hospital, then the program code must not use the start date (the date the agency received responsibility for care and placement) of this removal for element #21.</p> <p>1b) If the child’s first removal from home involved an initial placement in either a locked facility or a hospital prior to the child being placed in a traditional foster care setting, the date the foster care placement began is to be reported for element #21.</p> <p>2) Modify the program code to extract the start date of a runaway, if at the end of the report period the child is still on runaway status.</p>		<p>1) <u>Indiana’s Response 8/08</u>: This issue is being addressed in redesign of service case management.</p> <p>2) <u>Indiana’s Response 8/08</u>: This issue is being addressed in redesign of service case management.</p>
#22 Date of Latest Removal Transaction Date (mo) (day) (year)	2	<p><u>Program Code (LN 2811)</u>:</p> <p>1) The program code reports the transaction date of removal and the manner of removal for removal episodes that begin and end on the same day, in addition to episodes lasting longer than one day.</p>	<p><u>Program Code</u>:</p> <p>1) The State must delete the section of the code that selects one-day removal date.</p>		
#23 Date of Placement in Current Foster Care Setting	2	<p><u>Screen</u>: Placement Details, Placement Detail Tab</p> <p>1) The redesign of ICWIS is</p>	<p><u>Screen</u>:</p> <p>1) Continue with ICWIS redesign.</p>		

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		<p>addressing the gaps in placements that currently exist. Workers will be able to record the child's location and the history view will show all locations that the child has been reflecting a 24/7/365 timeframe.</p> <p><u>Program Code:</u> 1) The program code extracts the start date of a hospital stay.</p> <p>2) The program code does not extract the start day of a "trial home visit."</p> <p>3) The program code does not extract the start day of a "runaway" status.</p>	<p><u>Program Code:</u> 1) The program code must be modified to exclude acute care stays in hospitals.</p> <p>1b) Continue to extract the start date of hospital stays that are for non-acute care.</p> <p>2) Modify the extraction code to report the start date of a "trial home visit."</p> <p>3) Modify the extraction code to report the start date of "runaway."</p>		
#24 Number of Previous Placement Settings in This Episode	2	<p><u>Screen:</u> Placement Details, Placement Detail Tab 1) The redesign of ICWIS is addressing the gaps in placements that currently exist. Workers will be able to record the child's location and the history view will show all locations that the child has been reflecting a 24/7/365 timeframe.</p>	<p><u>Screen:</u> 1) Continue with ICWIS redesign.</p>		

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		<u>Program Code:</u> 1) The program code does not exclude acute care hospital visits from the count.	<u>Program Code:</u> 1) Modify the program code to exclude acute care stays from the number of placements. 1a) Provide the State's policy on acute care to the Children's Bureau for review. 1b) Continue to count hospital stays that are not for acute care.	
#25 Manner of Removal From Home for Current placement Episode 1 = Voluntary 2 = Court Ordered 3 = Not Yet Determined	2	<u>Program code (Pkg_cm_afcars.bdy, LNs 2811-2903)</u> 1) The program code incorrectly reports changes from a voluntary placement agreement to a court order for the manner of removal.	<u>Program Code:</u> 1) Modify the extraction code to check if the original manner of removal reason is a voluntary placement agreement and if so, report it for this element.	
#34 Child's Behavior Problem	2	<u>Program Code:</u> If no reason for removal is found, the extraction code incorrectly sets this element to "applies."	<u>Program Code:</u> The State must set all values to blank if no reason is entered into any of the fields. This should then cause an error in order to alert the staff that it needs to be addressed.	
#41 Current Placement Setting 1 = Pre-Adoptive Home 2 = Foster Family Home-Relative 3 = Foster Family Home-Non-Relative	2	<u>Program Code:</u> 1) The program code does not include "pre-adoptive" placement settings.	<u>Program Code:</u> 1) Continue with ICWIS redesign (there will be a field to identify when a home is a pre-adoptive home). 1a) Modify the extraction code to include "pre-adoptive" foster	

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4 = Group Home 5 = Institution 6 = Supervised Independent Living 7 = Runaway 8 = Trial Home Visit		2) The extraction code does not differentiate acute care hospital stays.	homes. 2) Modify the program code to extract hospital stays that are not for acute care to "institution."		
#43 Most recent case plan goal 1 = Reunify With Parent(s) Or Principal Caretaker(s) 2 = Live With Relative(s) 3 = Adoption 4 = Long Term Foster Care 5 = Emancipation 6 = Guardianship 7 = Case Plan Goal Not Yet Established	2	<u>Program Code:</u> 1) "Independent living" is mapped to "emancipation" in AFCARS. Independent Living is not considered a permanency plan by state policy 2) The State has a goal of "planned permanent living" that is currently mapped to "long-term foster care." In order for this goal to be mapped to the AFCARS value of "emancipation," there must be an established relationship between the child and an adult where the adult has made a permanent connection to the youth. <u>State Response 8/08: Changes in Permanent Plan Goals:</u> <i>Action Item:</i> Policy agreed to provide documentation that DCS has informed users that Long Term foster care is no longer considered an acceptable permanency plan in Indiana and that the Planned Permanent Living Arrangement (leading to emancipation) is the	<u>Program Code:</u> 1) State's plan: The goal of "independent living" will be end dated and no longer available to the caseworker to select. 2) State's plan: Indiana will map the goal of Planned Permanent Living Arrangement (and add the phrase, "leading to emancipation,") to the AFCARS code of Emancipation. 3) Provide the Children's Bureau with the documentation to workers regarding use of case plan goals.		

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		<p>permanency plan to be selected for the child when there are no other viable alternatives. DUE DATE: 8-31-08</p> <p><i>Action Item:</i> Policy will provide a definition for Planned Permanent Living Arrangement permanency goal and when to choose it. DUE DATE: 8-31-08</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>	2	<p><u>Program Code:</u> 1) The extraction uses the “effective date” but it is not associated with the report period.</p> <p><u>Data Quality</u> <u>Case file review findings:</u> 7 (12%) of the records analyzed did not match what was reported in AFCARS. There were situations in which the AFCARS data indicated a single female but the reviewers found that the caretakers were married.</p>	<p><u>Program Code:</u> 1) Modify the extraction code to check that the effective date is not after the end of report period being submitted and is also associated with the current date of removal.</p> <p><u>Data Quality/Training/Supervision</u> 1) Develop and implement a training/oversight plan to ensure correct data is entered into the system.</p>	
<p>#47 Mother’s Date of TPR #48 Legal or Putative Father’s TPR</p>	2	<p><u>Program Code:</u> The program code is incorrectly extracting the order date and not the hearing date.</p>	<p>The State is to use the hearing date and not the court order date.</p>	
<p>#53 1st Foster Caretaker’s Hispanic or Latino Origin #55 2nd Foster Caretaker’s Hispanic</p>	2	<p><u>Program Code</u> <u>(pkg_cm_afcars.bdy, LNs 2264):</u> 1) The program code incorrectly sets this element to blank if the child is in a group home, institution, etc.</p>	<p><u>Program Code</u> 1) When the living arrangement is other than a foster home in element #49, set this element to “not applicable.”</p>	

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Origin 0 = Not applicable 1 = Yes 2 = No 3 = Unable to Determine		2) The program code incorrectly sets element #55 to blank if there is only one foster parent. If the child is placed in a non-foster home setting, then this element should be mapped to “not applicable” instead of blank. Also, if there is only one foster parent, then this element should be set to “not applicable.”	2) When there is no second foster parent, map this element to “not applicable.”	
#56 Date of Discharge from foster care	2	<u>Screen</u> : Placement Details, Change tab 1) When a placement setting ends, the worker enters the date and reason for the end of the placement. Based on what the end reason is, the system will: 1) automatically end the removal episode; 2) allows the worker to select whether to end the removal episode; or 3) does not allow the worker to end the episode. This approach could contribute to dropped records. <u>Program Code</u> (Pkg_cm_afcars.bdy, LNs 3905-4020): 1) See General Requirements item #8. The State is incorrectly including youth over the age of 18.	<u>Screen</u> 1) The State should re-evaluate the way the system is collecting this information as part of the redesign. One option to consider is to have separate screens/fields for the entry of discharge outcome information and information related to placement changes. <u>Program Code</u> 1) Develop a method that will indicate the youth has discharged from foster care (from the AFCARS reporting population) at the age of 18.	<u>Screen</u> 1) <u>Indiana’s Response 8/08</u> : This change is planned for redesign.
#58 Reason for Discharge	2	<u>Screen</u> : Placement Details, Change tab	<u>Screen</u> 1) The State should re-evaluate	<u>Screen</u> 1) <u>Indiana’s Response 8/08</u> : This

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<p>[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>1) When a placement setting ends, the worker enters the date and reason for the end of the placement. Based on what the end reason is, the system will: 1) automatically end the removal episode; 2) allows the worker to select whether to end the removal episode; or 3) does not allow the worker to end the episode. This approach could contribute to dropped records.</p> <p><u>Program Code</u> <u>(Pkg_cm_afcars.bdy, LNs 3905-4020):</u> 1) The State is incorrectly including placement end reasons that are not discharge (outcome information) reasons. The State value for “trial home visit” is incorrectly mapped to “living with other relatives.”</p> <p>2) The State’s extraction code also include the values: “11, less restrictive placement,” “12, more restrictive placement,” “16, judge’s order,” and “19, specialized care,” which are to “transfer to another agency.” These values are not discharge reasons.</p> <p>3) See General Requirements item #8. The State is incorrectly</p>	<p>the way the system is collecting this information as part of the redesign. One option to consider is to have separate screens/fields for the entry of discharge outcome information and information related to placement changes.</p> <p><u>Program Code</u> 1) If “trial home visit” is incorrectly selected along with the end-of-episode indicator, then this element must be mapped to blank.</p> <p>2) Remove these values from the extraction code. If they are selected along with the end-of-episode indicator, then this element must be mapped to blank.</p> <p>3) Develop a method to report these children as discharged due</p>		<p>change is planned for redesign.</p>

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		including youth over the age of 18.	to emancipation.		
#61 Title IV-A (Aid to Families with Dependent Children) 0-Does not apply 1-Applies	2	The State is incorrectly reporting that the family from whom the child was removed was receiving TANF.	The State must only report if it is a source of income while the child is in foster care.		
#65 None of the Above 0-Does not apply 1-Applies	2	In addition to checking whether FC elements #59-64 are blank, the program code should also check for other sources of State and Federal funding (e.g., State funds). If FC elements #59-64 are all blank or other sources of funding are found, this element should be marked as "applies." There is language that checks for other sources but it is commented out, the State needs to reactivate the code language.	Indiana's Response 8/08: We reactivated the code language; however, internal consistency errors then cropped up. We are continuing to review this problem.		
#6 Child Birth Date	3	<u>2007B and 2008A Frequency Report</u> : There are several records reflecting children more than 19 years old in the file. There are years of birth from 1977 to 1987. This element is rated a "3" because of the need for corrections to the reporting population. (See General Requirements item #8 and foster care elements #56 and #58.)	The Children's Bureau will review the State's data once changes have been completed regarding 18 year olds.		
Race Foster Care:	3	1) The State incorrectly reported Filipino as "Native Hawaiian or	1) The State needs to provide clarification to caseworkers that	1) 7/28/08	1) <u>Indiana's Response 8/08</u> : An ICWIS "Tip of the Day" was sent on

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<p>#8 Child #52 1st Foster Caretaker #54 2nd Foster Caretaker (if applicable)</p> <p>Adoption: #7 Child #25 Adoptive Mother #27 Adoptive Father</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>0 = Does not apply 1 = Apply</p>		<p>Other Pacific Islander.”</p> <p>2) The extraction code has been corrected so that if no race information is entered into the screen this element will be mapped to blanks.</p>	<p>Filipino is to be entered as “Asian.”</p> <p>2) The State needs to provide supervisory oversight to ensure that workers are asking individuals this information and are not selecting a race based on their own observations.</p> <p>2a) Describe, develop, and implement a method to ensure ongoing accuracy of this data.</p> <p>A. For children: The State may want to add the option “abandoned” instead of “unable to determine.” The value would be mapped to AFCARS’ value of “unable to determine.</p> <p>B. For youth and adults: The State may want to the add the option “declined” in order to collect information on when an individual does not want to provide this information.</p> <p>C. Since NYTD data collection will begin October 1, 2010 and includes the values of “unknown” and “declined,” the State may want to go ahead and add “abandoned” to its options</p>	<p>2) 7/28/08</p>	<p>7-28-08 to all ICWIS users advising them of this issue.</p> <p>2) <u>Indiana’s Response 8/08</u>: An ICWIS “Tip of the Day” 7-29-08 was sent to All ICWIS Users reminding them of this.</p> <p>A. <u>Indiana’s Response 8/08</u>: This change is being included in redesign.</p> <p>C. <u>Indiana’s Response 8/08</u>: This change is being included in redesign.</p>

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			at this time. 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.	
Hispanic/Latino Origin Foster Care: #9 Child Adoption: #8 Child #26 Adoptive Mother #28 Adoptive Father 1 = Yes 2 = No 3 = Unable to Determine	3	1) <u>Post site-visit corrections:</u> If no Hispanic/Latino Origin information is entered into the system, this element is mapped to blank. <u>A. Screen:</u> There is a field that appears to be drop-down list but it only contains “Hispanic/Latino Origin. Below this field are the responses “yes,” “no,” and “unable to determine.” The State staff explained that at one time there were discussions to add other ethnic groups to the list.	1) The State needs to provide supervisory oversight to ensure that workers are asking individuals this information and are not selecting a race based on their own observations. 1a) Describe, develop, and implement a method to ensure the accurate entry of this data. B. The State is encouraged to go ahead and add the option “declined” for the NYTD reporting while they are doing screen redesigns. C. The State may want to add the option “abandoned” instead	A. <u>Indiana’s Response 8/08:</u> The change to remove dropdown list is included in redesign. B. Indiana’s Response 8/08: This change is being included in redesign. C. Indiana’s Response 8/08: This change is being included in redesign.

AFCARS ASSESSMENT REVIEW IMPROVEMENT PLAN: Foster Care Data Elements

State: Indiana

AFCARS Reporting Period: April 1, 2007 - September 30, 2007 (2007B)

Data Element	Rating Factor	Findings Tasks		Estimated/Completed Date	Notes/Comments
			of “unable to determine,” the value would be mapped to AFCARS’ value of “unable to determine. This may make it clearer to the work when this option is to be used instead of “unable to determine		
#20 Date Child was Discharged from last foster care episode (if applicable)	3		The Children’s Bureau will review the State’s data once changes have been completed regarding 18 year olds and elements #18, 19, and 20. The State needs to ensure the accuracy of this element based on changes made for elements #18, 19, and 20.		
Actions or Conditions Associated With Child’s Removal (Indicate all that apply with a “1”.) #26 Physical Abuse #27 Sexual Abuse #28 Neglect #29 Parent Alcohol Abuse #30 Parent Drug Abuse #31 Child Alcohol Abuse #32 Child Drug Abuse #33 Child Disability #35 Death of Parent #36 Incarceration of	3	1) Nearly every element had errors in the case file review.	1) Describe, develop, and implement a method to ensure the accurate and timely entry of this data. A. As part of its redesign activities, the State may want to consider an auto-fill for those reasons that overlap in the lists on each tab so that the worker is only entering it once. This may also increase accuracy. The worker should still be required to have to go to the conditions associated with removal that are on the removal reason tab.		

AFCARS ASSESSMENT REVIEW IMPROVEMENT PLAN: Foster Care Data Elements

State: Indiana

AFCARS Reporting Period: April 1, 2007 - September 30, 2007 (2007B)

Data Element	Rating Factor	Findings Tasks	Estimated/Completed Date	Notes/Comments
Parent #37 Caretaker Inability to Cope Due to Illness or Other Reasons #38 Abandonment #39 Relinquishment #40 Inadequate Housing				
#45 1 st Primary Caretaker's Birth Year #46 2 nd Primary Caretaker's Birth Year (if applicable)	3	<p><u>2008A Frequency Report:</u> There are five records with a birth year of 1900 (107 years old). There are five records with a birth year of 1901. There is one record with a birth year of 2007 (an infant). There is one record with a birth year of 2004 (a 3 year old).</p> <p><u>2008A Frequency Report:</u> There are 11 records with a birth year of 1900 (107 years old). There are 23 records with a birth year of 1901. There is one record with a birth year of 2006 (a one year old). There are three records with a birth year of 2002 (a 5 year old); two records with a birth year of 2001; and four records with a birth year of 2000.</p> <p><u>Case file review findings:</u> 6 (11%) of the records analyzed did not match what was reported in AFCARS.</p>	Describe, develop, and implement a method to ensure the accurate and timely entry of this data.	
#62 Title IV-D (Child Support)	3	The State's interface with the Child Support information system is not	1. The State must begin to record whether a child support	<u>Indiana's Response 8/08:</u> We believe we have discovered a

AFCARS ASSESSMENT REVIEW IMPROVEMENT PLAN: Foster Care Data Elements

State: Indiana

AFCARS Reporting Period: April 1, 2007 - September 30, 2007 (2007B)

Data Element	Rating Factor	Findings Tasks		Estimated/ Completed Date	Notes/Comments
0-Does not apply 1-Applies		complete. However, the State does have a field in ICWIS where this information can be entered. However, the information is not being entered.	payment was received on behalf of the child. 2. Implement a process to ensure the timely and accurate entry of this information.		programming problem that does not allow child support to be correctly recorded in an ICWIS table. An incident report has been written to correct the error and allow our extraction code to function properly.

AFCARS ASSESSMENT REVIEW IMPROVEMENT PLAN: Adoption Data Elements
State: Indiana
AFCARS Reporting Period: April 1, 2007 - September 30, 2007 (2007B)

Data Element	Rating Factor	Findings	Tasks	Estimated/ Completed Date	Notes/Comments
<p>#9 Has Agency Determined Special Needs</p> <p>1 = Yes 2 = No</p>	2	<p><u>Screen/Program Code:</u> 1) The extraction code incorrectly uses the “special needs” screen for the collection of disability information (elements #11 - 15) to set the values for this element. There is a screen “AAP certification/ recertification” that contains the options: Not applicable; Age >2; Member of sibling group containing child aged > 2 placed in same home; and Medical conditions or mental, physical or emotional disabilities.</p>	<p><u>Program Code</u> 1) Modify the extraction code to check the “primary basis for special needs” field. If the response is “not applicable,” then element #9 is to be set to “no.” If there is a primary basis for special needs, then the answer to #9 is “yes.”</p>		<p><u>Program Code</u> 1) <u>State Response 8/08:</u> Code will be amended in redesign.</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 [State defined]</p>	2	<p><u>Screen</u> 1) The State does use “at-risk” situations as a basis of special needs, however, there is no means to collect this data.</p> <p><u>Program Code (Post site-visit finding)</u> 1) The program code incorrectly maps missing data to “other.” The State’s correction to the program code is incorrect. The correction maps missing data to “not applicable,” instead of blanks.</p> <p><u>Data Quality/ Training/ Supervision</u> <u>2008A Frequency Report (n=752):</u> Not applicable = 0; Race/Original</p>	<p><u>Screen</u> 1) Add an option on the screen in the “primary basis for special needs” field to reflect “at-risk conditions” or any other State defined special need.</p> <p><u>Program Code</u> 1a) Map missing data to blank. 1b) Map the new options used for “state defined special need” to the AFCARS value “other [State defined].”</p> <p><u>Data Quality/ Training/ Supervision</u> 1) Describe, develop, and</p>		<p><u>Screen</u> 1) <u>State Response 8/08:</u> This will be added in redesign.</p> <p><u>Program Code</u> 1a) <u>State Response 8/08:</u> This will be added in redesign. 1b) <u>State Response 8/08:</u> This will be added in redesign.</p>

AFCARS ASSESSMENT REVIEW IMPROVEMENT PLAN: Adoption Data Elements

State: Indiana

AFCARS Reporting Period: April 1, 2007 - September 30, 2007 (2007B)

Data Element	Rating Factor	Findings	Tasks	Estimated/ Completed Date	Notes/Comments
		Background = 0; Age = 129 (17%); Sibling group = 105 (14%); Medical, etc. = 24 (3%); Other = 494 (66%) <u>Case file review findings:</u> 4 (24%) of the records analyzed did not match what was reported in AFCARS. In all of the error records for element # 9, this element indicated "other." The primary basis was one of the other categories listed.	implement a method to ensure the accurate and timely entry of this data. 2) Once new options are added for "other state defined" provide training on the correct use of these options.		
#19 Date of Mother's TPR #20 Date of Father's TPR	2	<u>Program Code:</u> 1) The State is incorrectly extracting the court order date and not the hearing date.	<u>Program Code</u> 1) Modify the program code to extract the date of the hearing.		
#21 Date Adoption Legalized	2	<u>Program Code:</u> The State is incorrectly extracting the court order date and not the hearing date.	<u>Program Code</u> 1) Modify the program code to extract the date of the hearing.		
#29 Relationship of Adoptive Parent to Child - Stepparent #30 Relationship of Adoptive Parent to Child - Other Relative #31 Relationship of Adoptive Parent to Child - Foster Parent #32 Relationship of Adoptive Parent to Child - Other Non-	2	<u>Screen:</u> Placement Detail window – Relationship Dropdown list. This field does not allow the caseworker to select all the possible relationships between the child and the individuals that are adopting him or her. <u>Program Code</u> #32: If there is no response to the other categories, the program code defaults the response to "applies"	<u>Screen</u> Modify the screen to allow the selection of all relationships. <u>Program Code</u> 1) Modify the extraction code to map all relationships to the respective category.		

AFCARS ASSESSMENT REVIEW IMPROVEMENT PLAN: Adoption Data Elements

State: Indiana

AFCARS Reporting Period: April 1, 2007 - September 30, 2007 (2007B)

Data Element	Rating Factor	Findings	Tasks	Estimated/Completed Date	Notes/Comments
Relative 0 = Does not Apply 1 = Applies		for this element.	2) Map missing data to blanks.		
#33 Child Was Placed from 1 = Within State 2 = Another State 3 = Another Country	2	<p><u>Screen:</u> Case management - Placement History, Placement Details There is a field “Agency Location” that contains the options “In State, Outside State, or Another Country.”</p> <p><u>Program Code:</u> The program code maps the values “outside school district,” “outside county,” and “outside State” checkboxes to “within State.” “Outside State” should be mapped to “another state.”</p>	<p><u>Program Code</u></p> <p>It appears that the program code checks fields on the restrictive tab and not the “agency location” field on the placement details tab. The State should review the collection and extraction of this information and make corrections accordingly.</p>		
#34 Child Was Placed by 1 = Public Agency 2 = Private Agency 3 = Tribal Agency 4 = Independent Person 5 = Birth Parent	2	<p><u>Screen:</u> Case management - Placement History, Placement Details, Placement Detail and Restrictive Tabs There is a field “Who Made Placement” on the “Placement Detail” tab.</p> <p>The State must remove the section in the program code that sets private agency to public agency.</p> <p><u>Post site-visit corrections:</u> The section of the program code has been commented out.</p>	<p><u>Screen/Program Code</u></p> <p>The State needs to create a way to record the difference between private agencies that are placing the child for adoption but are under contract with the public agency and are acting on behalf of the public agency from non-contractual private agencies.</p>		

AFCARS ASSESSMENT REVIEW IMPROVEMENT PLAN: Adoption Data Elements

State: Indiana

AFCARS Reporting Period: April 1, 2007 - September 30, 2007 (2007B)

Data Element	Rating Factor	Findings	Tasks	Estimated/ Completed Date	Notes/Comments
#35 Receiving Monthly Subsidy 1 = Yes 2 = No	2	<p><u>Program Code:</u> The program code checks the “IV-E AAP” indicator and the “IV-E CAS” indicator.</p> <p><u>2008A Frequency Report (n=752):</u> Yes = 385 (51%); No = 367 (49%)</p> <p><u>Case file review findings:</u> 4 (25%) of the records analyzed did not match what was reported in AFCARS. In three error cases the responses should have been “yes” instead of “no.” In one error case the response should have been “no” instead of “yes.”</p>	<p><u>Program Code</u> The program code must be modified to also check for State subsidies and if the adoption agreement is for Medicaid only services.</p>		
#36 Monthly Amount	2	<p><u>Program Code</u> The State is to report the actual amount entered in the adoption agreement.</p> <p><u>Case file review findings:</u> 9 (60%) of the records analyzed did not match what was reported in AFCARS. In six of the error cases an amount should have been reported.</p>	<p><u>Post site-visit corrections:</u> The State indicated they have corrected this, but it does not appear accurate. State needs to review the finding and the correction and contact the Federal team to discuss.</p>		
#17 Father's Birth Year	3	<p><u>Case file review findings:</u> 2 (11%) of the records analyzed did not match what was reported in AFCARS. One record indicated a birth year of 1901.</p>	Describe, develop, and implement a method to ensure the accurate and timely entry of this data.		
#18 Mother Married at Time of Birth	3	<p><u>Case file review findings:</u> 2 (11%) of the records analyzed did not</p>	Describe, develop, and implement a method to ensure		

AFCARS ASSESSMENT REVIEW IMPROVEMENT PLAN: Adoption Data Elements

State: Indiana

AFCARS Reporting Period: April 1, 2007 - September 30, 2007 (2007B)

Data Element	Rating Factor	Findings	Tasks	Estimated/Completed Date	Notes/Comments
1 = Yes 2 = No 3 = Unable to Determine		match what was reported in AFCARS. In one error case the field was blank but the reviewer found that the mother had been married at the time of the child's birth. In one error case it should have been "no" instead of "unable to determine."	the accurate and timely entry of this data.		
#37 Adoption Assistance - title IV-E	3	<p><u>Program Code:</u> The program code checks the "IV-E AAP" indicator and the "IV-E CAS" indicator.</p> <p><u>Case file review findings:</u> 5 (39%) of the records analyzed did not match what was reported in AFCARS. The reviewers found that the response to this element should have been "no" instead of "yes."</p>	The State needs to review the extraction code and cases to identify the cause of the errors in the case file review.		