

AFCARS ASSESSMENT REVIEW IMPROVEMENT PLAN: Foster Care Data Elements

State: North Carolina

AFCARS Reporting Period: October 1, 2007 – March 31, 2008 (2008A)

AFCARS Data Element	Rating Factor	Findings	Tasks	Estimated/ Completed Date	State/ACF's Comments/Notes ACF's Sign-off Notes
#4 Record Number	1	A county case number and a Services Information System (SIS) client identification (ID) number are assigned to each child and each county assigns its own client ID numbers. The SIS ID is used for the AFCARS record number, but this record does not remain the child's ID statewide and a child's foster care history is not associated with the record number.	Implement statewide ID numbers for each child that remains that child's ID.		
#5 Date of Most Recent Periodic Review (if applicable)	2	<p><u>Program Code (pqa847 LNs 109600-113500):</u> 1) The program code incorrectly extracts a review date that occurs after the end of the report period.</p> <p>2) The program code excludes periodic reviews that occurred within the first seven months of a removal episode. The State conducts administrative reviews (agency review). These occur at 30 and 60 days, then every six months as needed.</p> <p><u>Form:</u> DSS-5094, Child Placement and Payment Report (CPRR), section VII. Case Reviews</p>	<p><u>Program Code</u> 1) Modify the extraction code to only extract review dates that occur prior to the end of the report period being submitted.</p> <p>2) Modify the program code to extract review dates regardless of how soon after a child's removal it occurred.</p> <p><u>Form</u> 1) Modify the instructions to field 43 on the DSS-5094 form to indicate which types of court reviews are applicable and to be</p>		

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		<p><u>Data Quality</u> <i>Frequency Report:</i> There are records with review dates between 1991 and 2006. It appears that the number of records reported with older review dates and the number of records indicating the youth is over the age of 18 are similar.</p> <p><i>Case File Review Findings:</i> The majority of errors were due to the extraction code not reporting reviews that have occurred within the first seven months of a removal episode.</p>	<p>recorded on the form. The State can include dispositional hearings.</p> <p><u>Data Quality/Training/Supervision</u> 1) 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. 2) Implement supervisory oversight for the correct and timely entry of this data.</p>		
<p>Foster Care #9 Hispanic/Latino Origin</p> <p>Adoption #8 Child Hispanic Origin</p> <p>1 = Yes 2 = No 3 = Unable to Determine</p>	<p align="center">2</p>	<p><u>Foster care, Program Code (pqa847 LNs 126700, 13871-138834):</u> 1) The program code incorrectly initializes this element to "2, no." 2) The program code never sets this element to "3, unable to determine."</p> <p>Adoption 3) The program code maps missing values to the invalid value of "0."</p>	<p><u>Program Code</u> 1) Modify the extraction code to initialize this element to blank. 2) Add mapping and coding for "unable to determine." If the State implements the values "abandoned" and "declined," these would be mapped to AFCARS value "unable to determine." 3) Modify the adoption program code to map</p>		

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		<p><u>Form:</u> DSS-5094, Child Placement and Payment Report (CPPR), section I. SIS Information</p> <p>1) The codes currently in use also do not include the option of the AFCARS value "unable to determine" for Hispanic origin.</p> <p><u>Data Quality</u> <u>Frequency Report</u> (n=13,114): Yes = 1,077 (8%); No = 12,037 (92%); Unable to determine = 0; Not reported = 0</p>	<p>missing data to blanks.</p> <p><u>Form</u></p> <p>1) Modify the form and codes to include the option "unable to determine." The State may want to use the options of "abandoned" and "declined."</p> <p><u>Data Quality/Training/ Supervision</u></p> <p>Implement supervisory oversight for the correct and timely entry of this data.</p>		
<p>#10 Has the child been clinically diagnosed as having a disability(ies)?</p> <p>1=Yes 2=No 3=Not yet Determined</p>	<p align="center">2</p>	<p><u>Program Code:</u></p> <p>1) The program code derives the response to this element based on the information entered for elements #11 - 15.</p> <p><u>Form:</u> DSS-5094, Child Placement and Payment Report (CPPR), section II. Child Information</p> <p>1) The form does not contain a field that collects this data</p>	<p><u>Program Code</u></p> <p>1) The system and program code need to be modified to collect the direct responses of "yes, no, and not yet determined."</p> <p>2) The diagnosed condition must be reflective of the report period being submitted.</p> <p><u>Form</u></p> <p>1) Modify the form to reflect the collection of this information as a question with the appropriate responses.</p>		

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		<p>via a question. Instead the case worker indicates the category reflective of the child diagnosed condition (see foster care elements #11 - 15).</p> <p><u>Data Quality Frequency Report</u> (n=13,114): Yes = 1,655 (13%); No = 10,881 (83%); Not yet determined = 578 (4%); Not reported = 0</p> <p>The staff indicated this data is under reported.</p> <p><u>Case File Review Findings:</u> 19 (26%) of the records analyzed did not match what was reported in AFCARS.</p> <p><u>Post Site-Visit corrections:</u> The program code has been modified to initialize the value of this element to blank (LN 151800).</p>	<p><u>Data Quality/Training/Supervision</u></p> <p>1) Describe, develop, and implement a method to ensure the accurate and timely entry of this data.</p> <p>2) Implement supervisory oversight for the correct and timely entry of this data.</p> <p>3) The Children's Bureau will monitor future and subsequent files for changes in the data.</p>		
<p>#11 - 15 Diagnosed Conditions</p> <p>#11 Mental Retardation</p> <p>#12 Visually/Hearing Impaired</p>	<p align="center">2</p>	<p><u>Form:</u> DSS-5094, Child Placement and Payment Report (CPPR), section II. Child Information</p> <p>1) There are no dates associated with each diagnoses.</p>	<p><u>Form/Program Code</u></p> <p>1a) Modify the form to include dates for each diagnosed condition</p> <p>1b) Modify the system to include fields for dates of diagnoses.</p>		

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#13 Physically Disabled #14 Emotionally Disturbed #15 Other Diagnosed Condition [0 = Does not apply] 1 = Applies		2) There is no guidance in the manual regarding how to match a diagnosis to the appropriate AFCARS disability category. 3) "ADHD" is incorrectly entered as "other medical conditions."	1c) Modify the extraction code to select the diagnosed condition based on whether it occurred in the report period. 2) The State needs to include guidance in the manual indicating which category a diagnosed condition belongs in, such as using the AFCARS disability resource list that is included in Technical Bulletin #14. 3) Instruct case workers to enter "ADHD" as "emotionally disturbed." <u>Data Quality/Training/Supervision</u> 1) Describe, develop, and implement a method to ensure the accurate and timely entry of this data. 2) Implement supervisory oversight for the correct and timely entry of this data. 3) The Children's Bureau will monitor future and subsequent files for changes in the data.		

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<p>#17 If yes, how old was the child when the adoption was legalized?</p> <p>[0 = Not Applicable] 1 = less than 2 years old 2 = 2-5 years old 3 = 6-12 years old 4 = 13 years or older 5 = Unable to Determine</p>	<p align="center">2</p>	<p><u>Program Code (pqa847 LNs 182300-184700):</u> 1) The program code does not check for the age of children that enter foster care and were previously adopted through an international adoption.</p> <p>2) The program code incorrectly maps the situation when the child has been previously adopted, but the age was unknown, to “4, 13 years or older.” In that case, it should be mapped to blank.</p> <p><u>Data Quality</u> <u>Frequency Report</u> (n=13,114): Not applicable = 12,810 (98%); Unable to determine = 68 (.52%); Not reported = 3</p> <p>The program code incorrectly maps missing information to “3, unable to determine.”</p> <p><u>Post Site-Visit Corrections:</u> The program code has been modified to correctly map missing data to blanks (LNs 184620-184640).</p>	<p><u>Program Code</u> 1) Modify the extraction code to include the age of the child at the time of an international adoption.</p> <p>2) If a child is known to have been previously adopted, but the age is unknown, modify the extraction code to report element #17 as blank.</p> <p><u>Data Quality/Training/ Supervision</u> 1) The State needs to ensure that caseworkers understand the use of “unknown” should be used if the child is abandoned or the parent is incapacitated.</p> <p>2) Describe, develop, and implement a method to ensure the accurate and timely entry of this data.</p> <p>3) The Children’s Bureau will monitor future and subsequent files for changes in the data.</p>		
<p>#18 Date of First</p>	<p align="center">2</p>	<p><u>Program Code (pqa847 LNs</u></p>	<p><u>Program Code</u></p>		

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Removal from Home ____ (mo) ____ (day) ____ (year)		<p><u>185100-187600</u>):</p> <p>1) The program code reports the begin date of the earliest of any living arrangement that is not “50, home of parents” or “51, home of legal guardian.” This means that regardless of the type of out-of-home living arrangement the start date will be reported as the date of the first removal date.</p> <p>2) If the first ever removal from home was less than 24 hours, the program code incorrectly includes the begin date for this element.</p> <p><u>Data Quality</u> <i>Case File Review Findings:</i> 7 (10%) of the records analyzed did not match what was reported in AFCARS.</p> <p>As noted in element #4, children in foster care are assigned unique IDs within each county, but those IDs do not cross county boundaries. A child who entered and was discharged from foster care in one county with one ID, who later enters foster care in another county with a</p>	<p>1) If the first ever removal from home contained as a the first placement a locked facility or hospital and the child then went to a foster care setting, the program code must extract the start date of this foster care setting as the date of removal.</p> <p>2) Modify the program code to exclude a removal episode of 24 hours or less if it is the first ever removal from home.</p> <p><u>Data Quality/Training/ Supervision</u></p> <p>1) The State must devise a method to report the first removal date that was associated with an earlier ID number. Identify the steps the State is taking to correct this issue.</p> <p>2) The Children’s Bureau will monitor future and subsequent files for changes in the data.</p>		

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		<p>different ID will not have the earlier foster care experience available for reporting purposes.</p> <p><u>Form:</u> DSS-5094, Child Placement and Payment Report (CPPR), section III. Placement Authority</p> <p><u>Post Site-Visit Corrections:</u> The program code has been modified to correctly exclude removal episodes whose only living arrangement type was a hospital or locked facility (LN 185810).</p>			
#19 Total Number of Removals from Home	2	<p><u>Program Code (pqa847 LNs 187900-191100,244300-267800.):</u> 1) The program code incorrectly does not exclude from the count previous removal episodes which lasted less than 24 hours.</p> <p><u>Data Quality</u> 1) <u>Post Site-Visit Corrections:</u> The program code has been modified to correctly exclude from the count, removal episodes whose only living arrangement type was a hospital or locked facility (LN 185810).</p>	<p><u>Program Code</u> 1) Modify the extraction code to exclude removal episodes that are 24 hours or less.</p> <p><u>Data Quality/Training/Supervision</u> 1) The Children's Bureau will monitor future and subsequent files for changes in the data.</p>		

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		<p><u>Case File Review Findings:</u> 7 (10%) of the records analyzed did not match what was reported in AFCARS.</p> <p>2) A child who entered and discharged from foster care in one county with one ID, who later enters foster care in another county with a different ID will not have the earlier foster care experience available for reporting purposes.</p>	<p>2) The State must devise a method to report the first removal date that was associated with an earlier ID number. Identify the steps the State is taking to correct this issue.</p>		
<p>#20 Date Child was Discharged from last foster care episode (if applicable)</p> <p>____(mo) ____ (day)____(year)</p>	<p align="center">2</p>	<p><u>Program Code (pqa847 LNs 191600-194100):</u></p> <p>1) The program code does not contain a check that the discharge date reported is prior to the date of removal for the current removal episode</p> <p>2) The program code does not exclude a removal episode whose duration was 24 hours or less,</p> <p>3) The wrong date may be reported for subsequent data file submissions, if a new removal episode begins after the reporting period but before the date of submission of that</p>			

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		<p>subsequent data file.</p> <p><u>Data Quality</u> <u>Post Site-Visit Corrections:</u> The program code has been modified to correctly exclude removal episodes whose only living arrangement is a hospital or locked facility.</p> <p><u>Case File Review Findings:</u> 7 (10%) of the records analyzed did not match what was reported in AFCARS.</p> <p>A child who entered and discharged from foster care in one county with one ID, who later enters foster care in another county with a different ID will not have the earlier foster care experience available for reporting purposes. The State must devise a method to report the date of a prior removal episode discharge date.</p>			
<p>#21 Date of Latest Removal</p> <p>____(mo) ____ (day)____(year)</p>	<p align="center">2</p>	<p><u>Program Code:</u> The date of removal is associated with the date of the first living arrangement within a removal episode and not the date of legal authority. This reflects the date the State physically</p>	<p><u>Program Code</u> 1) If the first ever removal from home contained as a the first placement a locked facility or hospital and the child then went to a foster care setting, the program code must extract the start</p>		

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		<p>removed the child instead of the date of the court order of removal.</p> <p>2) When the program code checks for the earliest removal date after the latest, non-blank discharge date, it incorrectly does not check that the latest discharge date is no later than the end of the reporting period.</p> <p><u>Data Quality</u> <u>Post Site-Visit Corrections:</u> The program code has been modified to correctly check for the earliest begin date of the child's living arrangement that is not a hospital or locked facility (LNs 88100-88200).</p>	<p>date of this foster care setting as the date of removal.</p> <p>2) Modify the extraction code to only check for dates that occur within the report period.</p> <p><u>Data Quality/Training/Supervision</u> 1) The Children's Bureau will monitor future and subsequent files for changes in the data.</p>		
#24 Number of Previous Placement Settings in This Episode	2	<p><u>Program Code (Pqa847 LNs 203400-212900):</u> 1) The program code currently includes all hospitalizations in the placement count.</p>	<p><u>Program Code</u> 1) The State needs to determine if the Medicaid State plan defines a length of stay for "acute care." If so, provide the Federal team with a copy of the plan with this language. If it does not, then the State needs to determine what they are going to consider an acute care hospital stay and provide the Federal team with their proposal.</p>		

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		<p>1a) The program code must be modified to exclude from the placement count hospitalizations for acute care. The code is to continue counting non-acute care hospital stays.</p> <p>2) When a child returns to the same living arrangement from which he/she ran away or when placed in his/her own home, the program code is incorrectly counting the return to the same living arrangement as a new move (the count is incorrectly incremented).</p> <p>3) The program code incorrectly sets the count to one (01) in the situation where the State/County gets care and placement responsibility for a child but the child is on runaway status and still is on runaway status as of the end of the report period.</p> <p>4) The program code incorrectly increments the count when the placement setting changes status (e.g. a foster home becomes a pre-adoptive home). As part of</p>	<p>1a) The program code must be modified to exclude from the placement count hospitalizations for acute care. The code is to continue counting non-acute care hospital stays.</p> <p>2) Modify the program code to not increment the placement count of a return from a runaway or "trial home visit" to the same prior location.</p> <p>3) Modify the program code to initialize the placement count to zero.</p> <p>3a) Modify the program code to not count the first placement setting of "runaway."</p> <p>4) Modify the program code to not count living arrangements as moves when only the status changes.</p>		

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		<p>the post site-visit phase the State modified the program code to incorrectly increment the count when the living arrangement type changes, despite the facility ID remaining the same (status change).</p> <p><u>Data Quality</u> <u>Post Site-Visit Corrections:</u> 1) The program code has been modified to correctly exclude from the count the living arrangement type "98, respite." 2) The program code has been modified to correctly not count the "perm box" values of 3 or 4</p> <p><u>Case File Review Findings:</u> 33 (45%) of the records analyzed did not match what was reported in AFCARS.</p>	<p><u>Data Quality/Training/ Supervision</u> 1) The Children's Bureau will monitor future and subsequent files for changes in the data. 2) The Children's Bureau will monitor future and subsequent files for changes in the data.</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>Program Code (Pqa847 LNs 213400-215500):</u> <u>Post site-visit corrections (LNs 214100-215300):</u> The value "10, transfer in from another NC county is mapped to "3, not yet determined." (See other issues related to cases being discharged and re-entered as</p>	<p><u>Program Code</u> 1) The State must devise a method to maintain removal information.</p>		

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		<p>a new removal for these situations.) The State mapped this value to "court ordered." This approach must be modified because a case that has the jurisdiction transferred from one county to another is not a new removal episode. The original removal manner is to still be reported for the child.</p> <p><u>Data Quality</u> <u>Post site-visit corrections (LNs 214100-215300):</u> The State has corrected the mapping of some values. State codes "5" and "6," "reserved for later use," "8, ICPC into NC" and "other values" are now correctly mapped to blank. "Relinquishment for adoption" is now correctly mapped to "court ordered." The State value "11, placement was originally VPA" is now correctly mapped to "voluntary."</p>	<p><u>Data Quality/Training/ Supervision</u> 1) The Children's Bureau will monitor future and subsequent files for changes in the data.</p>		
<p>#41 Current Placement Setting</p> <p>1 = Pre-Adoptive Home 2 = Foster Family</p>	<p align="center">2</p>	<p><u>Program Code Pqa847 LNs 215800-223500):</u> <u>Post Site-Visit Corrections:</u> 1) Living arrangements with State codes "72" and "74" are no longer extracted as</p>	<p><u>Program Code</u> 1) Provide definitions for the state codes.</p>		

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Home-Relative 3 = Foster Family Home-Non-Relative 4 = Group Home 5 = Institution 6 = Supervised Independent Living 7 = Runaway 8 = Trial Home Visit		placement settings. <u>Data Quality</u> The State code for runaway (76) is now correctly mapped to AFCARS "7, runaway." The State code "53, therapeutic home" is now mapped to "foster family home non-relative." State codes "50, home of parents" and "51, home of legal guardian" are now correctly mapped to blank. "98, respite," is no longer extracted as a placement setting.	<u>Data Quality/Training/Supervision</u> 1) The Children's Bureau will monitor future and subsequent files for changes in the data.		
#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	2	<u>Program Code (Pqa847 LNs 223800-226100)</u> 1) "Guardianship with relative (04)" is incorrectly mapped to "guardianship," 2) The program code incorrectly maps the value "Custody with non-removal parent or relative" (code 6) to "live with other relative." The value "custody with other court approved caretaker" is incorrectly mapped to the AFCARS value "live with other	<u>Program Code</u> 1) Modify the program code to map "guardianship with relative" to "live with relative." 2) The State must replace this value and separate it into 2 different values. "Custody with non-removal relative" is to be mapped to "live with relative(s)."		

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Established		<p>relatives.” This value should be mapped to “guardianship.”</p> <p>3) The State maps the value “09, Youth is 18-VPA” to “emancipation.</p> <p><u>Data Quality</u> Form: DSS-5094, Child Placement and Payment Report (CPR), section V. Permanent Plan (CPSS Manual page 23/24)</p> <p><u>Frequency Report</u> (n=13,114): Reunify = 7,675 (59%); Live With Other Relative(s) = 507 (4%); Adoption = 3,421 (26%); Long-Term Foster Care 0; Emancipation = 299 (2%); Guardianship = 1,028 (8%); Case Plan Goal Not Yet Established = 107 (1%); Not reported = 77</p>	<p>3) Since these youth are to be reported as discharged from foster care for AFCARS reporting purposes, this value should be commented out in the program code.</p> <p>3a) The State needs to identify if there are any other circumstances in which the AFCARS value “emancipation” would be used.</p> <p><u>Data Quality/Training/ Supervision</u> 1) Describe, develop, and implement a method to ensure the accurate and timely entry of this data.</p> <p>2) Implement supervisory oversight for the correct and timely entry of this data.</p> <p>3) The Children’s Bureau will monitor future and subsequent files for changes in the data.</p>		

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		<p><u>Case File Review Findings:</u> 14 (19%) of the records analyzed did not match what was reported in AFCARS.</p> <p>Post site-visit correction: The State code "6, custody with non-removal parent" is now mapped to "reunification"</p>			
<p>#47 Mother's Date of TPR</p> <p>#48 Legal or Putative Father's TPR</p> <p>____(mo) ____ (day)____(year)</p>	<p align="center">2</p>	<p><u>Program Code (Pqa847 LNs 162600-163400):</u> The program code does not check for the most recent TPR date if more than one is present. The date that was entered most recently will be reported. This is because only the recent TPR date is stored in the AFCARS table. Therefore, the most recently entered, rather than the most recent TPR date, is reported. If the State resubmits a prior report period, the latest TPR and not the one that may exist during the resubmitted report period is submitted. This would appear as a future date.</p> <p><u>Case File Review Findings:</u> 10 (14%) of the records analyzed did not match what was reported in AFCARS.</p>	<p><u>Program Code/System</u> A history of TPR dates must be maintained and the program code revised to pull the most recent TPR date and the for the report period being submitted.</p> <p><u>Data Quality/Training/Supervision</u> 1) Describe, develop, and implement a method to ensure the accurate and timely entry of this data. 2) Implement supervisory oversight for the correct and timely entry of this data. 3) The Children's Bureau will monitor future and subsequent files for changes in the data.</p>		

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<p>#49 Foster Family Structure</p> <p>0 = Not Applicable 1 = Married Couple 2 = Unmarried Couple 3 = Single Female 4 = Single Male</p>	<p align="center">2</p>	<p><u>Program Code (pqa847 LNs 164500-164900):</u> 1) State staff indicated that the only table that does not keep a date history is 112T, which contains this information, as well as the information for FC elements #49, and #52-55. Therefore, if the State were to resubmit an AFCARS file, the appropriate information for the applicable report period would not be reported.</p> <p>2) The program code has been modified to incorrectly report this element as blank if the current placement type is other than "1," "2", or "3" (LN 221900).</p> <p><u>Data Quality</u> <i>Post site-visit corrections:</i> Missing data are now correctly mapped to blanks (LNs 164500-164600).</p> <p><u>Form:</u> DSS-5094, Child Placement and Payment Report (CPPR), section XII. Substitute Parent Information</p> <p>Case workers are not</p>	<p><u>Program Code/System</u> 1) The State must create a history table associated with foster family information.</p> <p>2) When the placement type is not a foster home setting, this element should be reported as "0, not applicable"</p> <p><u>Data Quality/Training/Supervision</u> 1) Describe, develop, and implement a method to ensure the accurate and timely entry of this data.</p> <p>2) Implement supervisory oversight for the correct and timely entry of this data.</p> <p>3) The Children's Bureau will monitor future and</p>		

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State: North Carolina

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AFCARS Data Element	Rating Factor	Findings	Tasks	Estimated/ Completed Date	State/ACF's Comments/Notes ACF's Sign-off Notes
		<p>entering the information for relative foster parents. The State needs to have supervisors check that this data is being entered.</p> <p>The manual does not indicate how the worker should code a married couple that is separated. The state indicated they are entering it as "married."</p> <p><u>Case File Review Findings:</u> 21 (29%) of the records analyzed did not match what was reported in AFCARS.</p>	<p>subsequent files for changes in the data.</p>		
<p>#50 1st Foster Caretaker's Birth Year</p> <p>#51 2nd Foster Caretaker's Birth Year</p>	<p align="center">2</p>	<p><u>Program Code (Pqa847 LNs 165000-166200):</u> Review of the program code and data entry process indicates this information is not associated with a particular placement. It appears that if a new placement is entered but the foster caretaker's birth date is not updated, the previous foster parent's birth date will be reported.</p> <p><u>Data Quality</u> <i>Form:</i> DSS-5094, Child Placement and Payment Report (CPR), section XII. Substitute Parent</p>	<p><u>Program Code/System</u> 1) Modify the system to collect and store information related to each set of foster parents for each associated foster care setting the child is placed.</p> <p>1a) Modify the extraction code to extract the correct foster parent's date of birth information for the correct living arrangement.</p> <p><u>Data Quality/Training/ Supervision</u> <i>Form:</i> 1) If necessary, modify the form to ensure that the foster</p>		

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AFCARS Data Element	Rating Factor	Findings	Tasks	Estimated/ Completed Date	State/ACF's Comments/Notes ACF's Sign-off Notes
		<p>Information</p> <p>2) Case workers are not entering the information for relative foster parents.</p> <p><u>Case File Review Findings, #50:</u> 15 (21%) of the records analyzed did not match what was reported in AFCARS.</p> <p><u>Case File Review Findings, #51:</u> 12 (16%) of the records analyzed did not match what was reported in AFCARS.</p>	<p>parent information is correctly associated with the child's current foster care setting.</p> <p>2) Ensure that caseworkers are entering information on relative foster parents.</p> <p>3) Describe, develop, and implement a method to ensure the accurate and timely entry of this data.</p> <p>4) Implement supervisory oversight for the correct and timely entry of this data.</p>		
<p>#52 1st Foster Caretaker's Race</p> <p>#54 2nd Foster Caretaker's Race (if applicable)</p> <p>a. American Indian or Alaska Native</p> <p>b. Asian</p> <p>c. Black or African American</p> <p>d. Native Hawaiian or Other Pacific Islander</p> <p>e. White</p> <p>f. Unable to Determine</p>	<p align="center">2</p>	<p><u>Program Code (pqa847 LNs 167800-181800):</u></p> <p>The foster caretaker's race may not be associated with the current placement. In such cases, it is possible that race is reported even when it is not applicable to the current placement setting.</p> <p><u>Form:</u> DSS-5094, Child Placement and Payment Report (CPPR), section XII. Substitute Parent Information</p> <p>1) Case workers are not entering the information for relative foster parents.</p>	<p><u>Program Code/System</u></p> <p>1) Modify the extraction code to extract the correct foster care race information for the correct living arrangement.</p> <p><u>Form/Data Quality/Training/ Supervision</u></p> <p>1) The State needs to have supervisors check that this data is being entered.</p>		

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AFCARS Data Element	Rating Factor	Findings	Tasks	Estimated/ Completed Date	State/ACF's Comments/Notes ACF's Sign-off Notes
		<p>See FC element #49 for recommendations regarding a date history for these elements.</p> <p><u>Case File Review Findings:</u> 15 (21%) of the records analyzed did not match what was reported in AFCARS.</p> <p><u>Post Site-Visit Corrections:</u> The program code has been modified to correctly set this element to blank if foster care element #41 has a value = 4, 5, 6, 7, or 8 (LNs 221300-221450). If all race values are missing, the program code now correctly sets all race values in foster care element #52 a-f to blank (LNs 181948-181961).</p>	<p>2) The Children's Bureau will monitor future and subsequent files for changes in the data.</p>		
<p>#53 1st Foster Caretaker's Hispanic or Latino Origin</p> <p>#55 2nd Foster Caretaker's Hispanic Origin</p> <p>0 = Not applicable 1 = Yes 2 = No</p>	<p align="center">2</p>	<p><u>Program Code</u> (pqa847 LNs 167800-181946): 1) This element is incorrectly initialized to "2, no." 2) The program code incorrectly does not set this element to "not applicable" if foster care element #41 has a value = 4, 5, 6, 7 or 8.</p>	<p><u>Program Code</u> 1) Modify the program code to initialize this element to blank. 2) Modify the program code to check if the child's placement is a non-foster home setting, if it is then map this element to "not applicable."</p>		

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AFCARS Data Element	Rating Factor	Findings	Tasks	Estimated/ Completed Date	State/ACF's Comments/Notes ACF's Sign-off Notes
		<p>3) The foster caretaker's Hispanic origin may not be associated with the current placement. In such cases, it is possible that Hispanic origin is reported even when it is not applicable to the current placement setting.</p> <p><u>Data Quality</u> Form: DSS-5094, Child Placement and Payment Report (CPPR), section XII. Substitute Parent Information 1) Case workers are not entering the information for relative foster parents.</p> <p><u>Case File Review Findings:</u> 15 (21%) of the records analyzed did not match what was reported in AFCARS.</p>	<p>3) Modify the program code to associate the reporting of this information with the foster parents of the current, or if the child discharged from foster care the last, foster home.</p> <p><u>Data Quality/Training/ Supervision</u> 1) Provide training to case workers that this information is to be recorded for relative foster homes. 2) Describe, develop, and implement a method to ensure the accurate and timely entry of this data. 3) Implement supervisory oversight for the correct and timely entry of this data. 3) See FC element #49 for recommendations regarding a date history for these elements.</p>		
#56 Date of Discharge from foster care ____(mo) ____ (day)____(year)	2	<u>Program Code</u> The State is incorrectly including youth over the age of 18.	For youth that turn 18 within the reporting period, if element 56 is blank, set element 56 to the youth's 18 th birthday. 1) Supervisors need to		

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AFCARS Data Element	Rating Factor	Findings	Tasks	Estimated/ Completed Date	State/ACF's Comments/Notes ACF's Sign-off Notes
			<p>ensure this data is entered correctly and in a timely manner.</p> <p>2) CB will review and monitor the data in the 2009A and B report periods for improvement.</p>		
<p>#57 Date of Discharge Transaction Date</p> <p>____(mo) ____ (day)____(year)</p>	<p align="center">2</p>	<p><u>Program Code (pqa847 102100-107700):</u> The program code does not include a condition that checks if the placement authority termination date is no later than the end of the reporting period within the select statement itself. The current logic may result in transaction dates of discharge not being reported, especially for subsequent submissions in cases where another removal and/or discharge occur after the reporting period but before the time the subsequent data file is generated.</p>	<p><u>Program Code</u> 1) Modify the program code to ensure that the correct date is extracted for subsequent submissions.</p>		
<p>#58 Reason for Discharge</p> <p>[0 = Not Applicable] 1 = Reunification with Parent(s) or Primary Caretaker(s)</p>	<p align="center">2</p>	<p><u>Program Code (Pqa847 LNs 226600-233200):</u> 1) The placement authority termination reason field is selected from the client_id table, as the record where the timestamp and removal dates are the maximum values in the table. This logic could</p>	<p><u>Program Code</u> 1) Modify the program code to ensure that the correct date is extracted for subsequent submissions.</p>		

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State: North Carolina

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AFCARS Data Element	Rating Factor	Findings	Tasks	Estimated/ Completed Date	State/ACF's Comments/Notes ACF's Sign-off Notes
2 = Living with Other Relative(s) 3 = Adoption 4 = Emancipation 5 = Guardianship 6 = Transfer to Another Agency 7 = Runaway 8 = Death of Child		<p>produce the wrong values for a subsequent data file submission, if a new record with a later timestamp and removal date has been entered prior to submission of the data.</p> <p>2) The program code incorrectly maps the value "Custody with non-removal parent or relative" (code 05) to "live with other relative."</p> <p>3) The State is incorrectly including youth over the age of 18.</p> <p>4) The value "custody with other court approved caretaker" is incorrectly mapped to the AFCARS value "live with other relatives."</p> <p><u>Data Quality</u> Form: DSS-5094, Child Placement and Payment Report (CPR), section III. Placement Authority (CPPS</p>	<p>2) Map "Custody with non-removal parent" (i.e., non-custodial parent) to "reunification."</p> <p>2a) Modify the program code to map "custody to a non-custodial relative" to "live with relative(s)."</p> <p>3) For youth that turn 18 within the reporting period, if element 56 is blank, set element 58 to "4 (Emancipation)."</p> <p>4) Modify the program code to map "custody with other court approved caretaker" to "guardianship."</p> <p><u>Data Quality/Training/Supervision</u> Form: 1) The State must replace the value "Custody with non-removal parent or</p>		

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State: North Carolina

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AFCARS Data Element	Rating Factor	Findings	Tasks	Estimated/ Completed Date	State/ACF's Comments/Notes ACF's Sign-off Notes
		<p>Manual page 16)</p> <p>1) The State has an option of "Custody with non-removal parent or relative" (code 05).</p> <p>2) Caseworkers are incorrectly entering situations in which the responsibility of a case is transferred from one county title IVB/IVE agency to another as a discharge and the reason of "transfer to another agency." These are not discharges as the child is still in foster care in the responsibility of a county title IVB/IVE agency. Transfer to another agency is applicable for exits from foster care due to transfers of jurisdiction to an agency outside of the child welfare agency.</p>	<p>relative" (code 05) with two separate values.</p> <p>2) Describe, develop, and implement a method to ensure the accurate entry of this data.</p> <p>3) The State must devise a method to maintain removal information.</p>		
<p>Source(s) of Federal financial support/assistance for child</p> <p>0-Does not apply 1-Applies</p> <p>#65 None of the Above</p>	<p align="center">2</p>	<p>The program code must be modified to also check the field "child's resources." <i>Post Site-Visit Corrections:</i> The program code has been modified to set this element to "applies" when a non-zero value of CPARFEE is found in addition to support indicated as "applies" in one or more of the elements #59-</p>	<p>1) Please provide a definition of "CPARFEE."</p>		

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AFCARS Data Element	Rating Factor	Findings	Tasks	Estimated/ Completed Date	State/ACF's Comments/Notes ACF's Sign-off Notes
		<p>64. <u>Form:</u> DSS-5094, Child Placement and Payment Report (CPPR), section X. Eligibility Information This information is collected in checkboxes on the lower right-hand side of the form. Immediately to the left of this section is a section for IV-E eligibility with the instructions "Complete for all children for whom FC payments are made." State staff indicated that they think workers are carrying over these instructions for the collection of data on IV-A, Child Support, Medicaid and SSI. Due to this misunderstanding, workers may not be completing this section for children in an unpaid placement.</p>	<p>2) Provide clarification to workers and supervisors the instructions for this section of the form.</p> <p>3) The Children's Bureau will review the data for improvement.</p>		
<p>#66 Amount Of Monthly Foster Care Payment (regardless of source)</p>	<p>2</p>	<p>The program code reports the amount last paid to the provider, which may not be a full monthly payment. The extraction code must be modified to extract a full monthly payment. <u>Post Site-Visit Corrections:</u> The modifications for this element do not appear to address the findings (LNs 241000-243800).</p>	<p><u>Program Code</u> 1) Modify the extraction code to select a full monthly (calendar month) payment to a provider that represents the foster care maintenance payment.</p>		

AFCARS ASSESSMENT REVIEW IMPROVEMENT PLAN: Foster Care Data Elements

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AFCARS Data Element	Rating Factor	Findings	Tasks	Estimated/ Completed Date	State/ACF's Comments/Notes ACF's Sign-off Notes
<p>#6 Child Birth Date</p> <p>____(mo) ____ (day)____(year)</p>	3	<p><u>Form:</u> DSS-5094, Child Placement and Payment Report (CPPR), section I. SIS Information</p> <p><u>Frequency Report:</u> There are 114 (1%) of the records indicating the child is over the age of 18. The State is incorrectly including individuals over the age of 18 in its reporting population. (See General Requirements item #8 and foster care elements #56 and 58.)</p> <p>The State needs to ensure these data are accurate due to its use for the National Youth in Transition Database (NYTD).</p>	<p>2) Describe, develop, and implement a method to ensure the accurate and timely entry of this data.</p> <p>2) Implement supervisory oversight for the correct and timely entry of this data.</p> <p>3) The State must add instructions in the manual that if a child is abandoned (Safe Surrender), to use the 15th day of the month for the estimated date of birth.</p>		
<p>Foster Care: #8 Child's Race</p> <p>Adoption: #7 Child's Race</p> <p>#25 Adoptive Mother's Race</p> <p>#27 Adoptive Father's Race</p> <p>a. American Indian or Alaska</p>	3	<p><u>Frequency Report:</u> There are 597 (5%) records indicating two or more races. Note the findings from the case file review. There were cases in which the reviewers did find that the child was multi-racial and the information was not correctly recorded and reported.</p> <p><u>Post Site-Visit Corrections:</u> The program code has been</p>	<p>1) The Children's Bureau will monitor data from the 2009A and B report periods for accuracy.</p> <p>2) Describe, develop, and implement a method to ensure the accurate and timely entry of this data.</p> <p>3) Implement supervisory oversight for the correct and timely entry of this data.</p>		

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State: North Carolina

AFCARS Reporting Period: October 1, 2007 – March 31, 2008 (2008A)

AFCARS Data Element	Rating Factor	Findings	Tasks	Estimated/ Completed Date	State/ACF's Comments/Notes ACF's Sign-off Notes
Native b. Asian c. Black or African American d. Native Hawaiian or Other Pacific Islander e. White f. Unable to Determine 0 = Does not apply 1 = Apply		modified to correctly report missing data as blanks in foster care elements #8 a-f (LNs 138836-138861). <u>Form:</u> DSS-5094, Child Placement and Payment Report (CPPR), section I. SIS Information The State uses 64 codes to collect race and ethnicity information. Each code represents a race and ethnicity combination. Workers are likely to select a combination that is only partially correct, or may try to select a code from memory. An incorrect digit in the code can lead to reporting a race combination that does not reflect the race and ethnicity of the client.	3) Implement training and oversight to ensure that multi-racial data are being collected and recorded. <u>Form, Suggested Changes</u> The State should consider modifying the way race and Hispanic/Latino ethnicity information is collected. The State should consider assigning a value to each of the five individual race categories and instruct case workers to enter all applicable race codes. The form, the manual, and the CPPS would have to be modified to allow for the entry of this information. The extraction code will also need to be modified to extract all race categories. Additionally, in order to make the collection of this data more clear, the State could add the option of "abandoned" that would be used for the infants entering foster care through the State's Safe Surrender program. Additionally, since AFCARS guidance for situations in which an individual refuses to provide		

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State: North Carolina

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AFCARS Data Element	Rating Factor	Findings	Tasks	Estimated/ Completed Date	State/ACF's Comments/Notes ACF's Sign-off Notes
			<p>their race, the State can report this as “unable to determine.” However, it would be clearer if the worker had the option of “declined” to choose from when recording race information.</p> <p>The State will have to modify its options for race reporting in order to meet the National Youth in Transition Database (NYTD) requirements. NYTD includes the values of “unknown” and “declined.” The NYTD value of “unknown” encompasses two situations in which it can be used. See the Foster Care Findings document for additional information for these suggested changes.</p>		
<p>#16 Has this child ever been adopted?</p> <p>1 = Yes 2 = No 3 = Unable to Determine</p>	<p align="center">3</p>	<p><u>Form:</u> DSS-5094, Child Placement and Payment Report (CPPR), section II. Child Information</p> <p>1) <i>Post Site-Visit Corrections:</i> The program code has been modified to correctly map missing data to blank (LNs 74000-74100).</p>	<p><u>Form</u></p> <p>1) Make revisions to the manual in order to make it clear that “information unknown” is only to be used for situations in which the child is abandoned or the caretaker is incapacitated and unable to provide the information.</p> <p>1a) Otherwise, if this</p>		

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AFCARS Data Element	Rating Factor	Findings	Tasks	Estimated/ Completed Date	State/ACF's Comments/Notes ACF's Sign-off Notes
		<p><u>Frequency Report</u> (n=13,114): Yes = 236 (2%); No = 12,810 (98%); Unable to determine = 68 (.52%); Not reported = 120 (4%)</p>	<p>information is not known due to the worker not collecting it or entering it onto the form, then this field must be reported blank.</p> <p>2) Describe, develop, and implement a method to ensure the accurate and timely entry of this data.</p> <p>3) Implement supervisory oversight for the correct and timely entry of this data.</p> <p>4) The Children's Bureau will monitor future and subsequent files for changes in the data.</p>		
<p>#23 Date of Placement in Current Foster Care Setting</p> <p>____(mo) ____ (day)____(year)</p>	<p align="center">3</p>	<p><u>Post Site-Visit Corrections:</u> 1) The program code has been modified to correctly include living arrangements of "trial home visit" and "runaway" when reporting the date of placement in the current foster care setting (LNs 196400-196520).</p> <p><u>Form:</u> DSS-5094, Child Placement and Payment Report (CPPR), section VIII. Living Arrangement (CPPS Manual page 29 - 33, and page 43 for facility type.)</p>	<p>1) The Children's Bureau will monitor future and subsequent files for changes in the data.</p> <p>2) Describe, develop, and implement a method to ensure the accurate and timely entry of this data.</p> <p>3) Implement supervisory oversight for the correct and timely entry of this data.</p>		

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AFCARS Data Element	Rating Factor	Findings	Tasks	Estimated/ Completed Date	State/ACF's Comments/Notes ACF's Sign-off Notes
		<p>There are three rows on the form for living arrangements. The case workers are instructed to use a second blank page if more than 3 updates are entered at a time.</p> <p><u>Case File Review Findings:</u> 36 (49%) of the records analyzed did not match what was reported in AFCARS.</p>			
<p>Actions or Conditions Associated With Child's Removal (Indicate all that apply with a "1".)</p> <p>#26 Physical Abuse #27 Sexual Abuse #28 Neglect #29 Parent Alcohol Abuse #30 Parent Drug Abuse #31 Child Alcohol Abuse #32 Child Drug Abuse #33 Child Disability #34 Child's Behavior Problem</p>	<p align="center">3</p>	<p><u>Form:</u> DSS-5094, Child Placement and Payment Report (CPPR), section III. Placement Authority (CPPS Manual page 14)</p> <p>The State's list includes "domestic violence."</p>	<p>1) Domestic violence can be mapped to "neglect."</p> <p>2) The State needs to provide training that Fetal Alcohol Exposure should be recorded for this element.</p> <p>3) The State needs to provide training that Fetal Drug Exposure should be recorded for this element.</p> <p>4) The State incorrectly records Safe Haven (Safe Surrender) as abandonment. The State indicated they will probably add an option of "Safe Surrender" to the options list.</p> <p>5) Describe, develop, and implement a method to ensure the accurate and</p>		

AFCARS ASSESSMENT REVIEW IMPROVEMENT PLAN: Foster Care Data Elements

State: North Carolina

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AFCARS Data Element	Rating Factor	Findings	Tasks	Estimated/ Completed Date	State/ACF's Comments/Notes ACF's Sign-off Notes
#35 Death of Parent #36 Incarceration of Parent #37 Caretaker Inability to Cope Due to Illness or Other Reasons #38 Abandonment #39 Relinquishment #40 Inadequate Housing [0-Does not Apply] 1-Applies			timely entry of this data. 6) Implement supervisory oversight for the correct and timely entry of this data. 7) The State must devise a method to maintain removal information in instances when a foster care case remains open but the jurisdiction of the case is transferred to another county.		
#44 Caretaker Family Structure 1 = Married Couple 2 = Unmarried Couple 3 = Single Female 4 = Single Male 5 = Unable to Determine	3	<u>Program Code (Pqa847 LNs 157800-158200):</u> The program code maps a State value of "0" to AFCARS "5, unable to determine" for this element. All other State values are copied directly to the AFCARS element. The value "0" is for blank fields and it should be mapped to blank in AFCARS. <u>Post Site-Visit Corrections:</u> The program code has been modified to correctly map the State value of "0" to blank, instead of "5, unable to determine." LN 157900.	1) The Children's Bureau will monitor future and subsequent files for changes in the data. 2) Describe, develop, and implement a method to ensure the accurate and timely entry of this data. 3) Implement supervisory oversight for the correct and timely entry of this data.		
Source(s) of	3	<u>Form:</u> DSS-5094, Child	1) The Children's Bureau		

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State: North Carolina

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AFCARS Data Element	Rating Factor	Findings	Tasks	Estimated/ Completed Date	State/ACF's Comments/Notes ACF's Sign-off Notes
Federal financial support/assistance for child 0-Does not apply 1-Applies #63 Title XIX (Medicaid)		Placement and Payment Report (CPPR), section XI. Federal Assistance The number of records reported as applies appears to be under reported.	will monitor future and subsequent files for changes in the data. 2) Describe, develop, and implement a method to ensure the accurate and timely entry of this data. 3) Implement supervisory oversight for the correct and timely entry of this data.		

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State: North Carolina

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Element	Rating Factor	Findings			
<p>#4 State Agency Involvement</p> <p>1 = Yes 2 = No</p>	<p align="center">2</p>	<p>The program code does not identify private agency adoptions, whether the private agency was in-state or out-of-state, of children with special needs adoptions and map this element to “yes.”</p>	<p><u>Program code</u> 1) Modify the program code to check for both in-State and out-of-State private adoption agencies and set this element to “yes” as appropriate.</p> <p><u>Data Quality</u> 1) Subsequent and regular files will be assessed for accuracy once changes are completed to this element.</p> <p>A. The State may want to either add a field in AIMS to distinguish those records that are to be reported for AFCARS as “state agency involvement.” Or, the State needs to derive the response from the appropriate elements.</p>		
<p>#9 Has Agency Determined Special Needs</p> <p>1 = Yes 2 = No</p>	<p align="center">2</p>	<p><u>Program Code:</u> The program code does not check for the values “B” or “no.”</p> <p><u>Data Quality</u> Frequency Report (n=72): Yes = 52 (72%); No = 20</p>	<p><u>Program Code</u> 1) Modify the program code to map the values “B” and “no” to the AFCARS value “2, no.”</p> <p>2) Modify the program code to map missing data to blanks.</p> <p><u>Data Quality/Training/Supervision</u> 1) Develop a method to</p>		

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State: North Carolina

AFCARS Reporting Period: October 1, 2007 – March 31, 2008 (2008A)

Element	Rating Factor	Findings			
		(28%); Not reported = 0	ensure the accuracy of the data entered for this element. 2) ACF will evaluate the subsequent data files and the regular data files for improvement. 3) Subsequent and regular files will be assessed for accuracy once changes are completed to this element and #4.		
#11 Mental Retardation #12 Visually/Hearing Impaired #13 Physically Disabled #14 Emotionally Disturbed #15 Other Diagnosed Condition		<p><u>Program Code:</u> 1) Values for elements #11-15 are reported regardless of whether or not the value of element #10 is “4, Medical Conditions or Mental, Physical or Emotional Disabilities.”</p> <p>2) The program code incorrectly maps deaf/hearing impaired children to AD element #15: Other Diagnosed Condition.</p> <p><u>Data Quality</u> The State needs to include guidance in the manual indicating which category a diagnosed condition belongs in, such as using the AFCARS disability resource</p>	<p><u>Program code</u> 1) Modify the program code to only report diagnosed conditions if element #10 is “medical conditions or mental, physical or emotional disabilities.”</p> <p>2) Modify the program code to map “deaf/hearing impaired” to adoption element #12.</p> <p><u>Data Quality/Training/Supervision</u> 1) Describe, develop, and implement a method to ensure the accurate and timely entry of this data.</p> <p>2) Implement supervisory</p>		

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State: North Carolina

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Element	Rating Factor	Findings			
		list that is included in Technical Bulletin #14.	oversight for the correct and timely entry of this data. 3) Provide a reference document for caseworkers to use to identify the appropriate category for the diagnosed condition.		
#18 Mother Married at Time of Birth 1 = Yes 2 = No 3 = Unable to Determine	2	<u>Program Code:</u> Review of the program code revealed that missing data are incorrectly defaulted to "unable to determine." <u>Data Quality Form:</u> DSS-1808, Section II. History of Birth Parents (or last adoptive parents), C. Birth Mother The State may want to change "unknown" to "abandoned." 1) The State needs to clarify the option "married to adoptive spouse" for caseworkers. <u>Frequency Report (n=72):</u> Yes = 7 (10%); No = 44 (61%); Unable to determine = 0; Not reported = 21 (29%)	<u>Program code</u> 1) Modify the program code to map missing to blank. <u>Data Quality/Training/Supervision</u> 1) Instruct workers that this questions pertains to the biological mother only. 2) Describe, develop, and implement a method to ensure the accurate and timely entry of this data. 3) Implement supervisory oversight for the correct and timely entry of this data. 4) Subsequent and regular files will be assessed for accuracy once changes are completed to this element and #4.		
#19 Date of Mother's TPR	2	<u>Program Code:</u> The program code reports	<u>Program code</u> 1) Modify the program code		

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Element	Rating Factor	Findings			
#20 Date of Father's TPR		<p>the TPR date for the biological parents.</p> <p>Form 1808 indicates there are spaces to enter TPR dates for the biological father and the legal father.</p> <p>On AIMS, the instruction is to enter the latter of the biological, legal, or putative father's TPR date in the field "date birth father's parental rights terminated."</p>	<p>to be able to report a legal parent's TPR date.</p> <p><u>Data Quality/Training/Supervision</u></p> <p>1) Describe, develop, and implement a method to ensure the accurate and timely entry of this data.</p> <p>2) Implement supervisory oversight for the correct and timely entry of this data.</p> <p>3) The Children's Bureau will monitor future and subsequent files for changes in the data.</p>		
<p>#22 Adoptive Family Structure</p> <p>1 = Married Couple 2 = Unmarried Couple 3 = Single Female 4 = Single Male</p>	2	<p><u>Program Code:</u></p> <p>1) The program code incorrectly maps missing adoptive mother or father marital status to "single female" or "single male," respectively.</p> <p>1a) If no marital status has been found, this element is incorrectly mapped to "single male."</p> <p>2) The program code incorrectly maps "married/waiver spouse not joining."</p>	<p><u>Program Code</u></p> <p>1/1a) Missing data are to be mapped to blank.</p> <p>2) Modify the program code to map "married/waiver spouse not joining" to "married couple."</p>		

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Element	Rating Factor	Findings			
			<u>Data Quality/Training/Supervision</u> 1) Subsequent and regular files will be assessed for accuracy once changes are completed to this element and #4.		
#26 Adoptive Mother's Hispanic Origin #28 Adoptive Father's Hispanic Origin 0 = Not Applicable 1 = Yes 2 = No 3 = Unable to Determine	2	<u>Program Code:</u> 1) All values other than those for "yes" and "no, and missing data are incorrectly mapped to "0, not applicable." <u>Data Quality</u> Form 1808 collects this information through the 64 race codes, as referenced in the Foster Care Matrix of this report.	<u>Program Code</u> 1) Modify the program code to map missing data to blank. 2) Modify the program code to report the value "0, not applicable" when adoptive family structure element #22 is "4, single male" or "single female," according. <u>Data Quality/Training/Supervision</u> 1) Provide training to case workers that this information is to be recorded for relative foster homes. 2) Describe, develop, and implement a method to ensure the accurate and timely entry of this data. 3) Implement supervisory oversight for the correct and timely entry of this data.		
#29 Relationship of Adoptive Parent to	2	<u>AIMS</u> 1) The system used to collect	<u>AIMS</u> 1) Modify the system so that		

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Element	Rating Factor	Findings			
Child - Stepparent #30 Relationship of Adoptive Parent to Child - Other Relative #31 Relationship of Adoptive Parent to Child - Foster Parent #32 Relationship of Adoptive Parent to Child - Other Non-Relative 0 = Does not Apply 1 = Applies		this data also only allows one option to be entered. <u>Data Quality</u> The instructions to Form 1808 do not indicate to select all relationships that apply.	multiple relationships (#29 - 33) between the child and adoptive parents can be recorded. <u>Data Quality/Training/Supervision</u> 1) Add instruction to the form to indicate all that apply. 2) Subsequent and regular files will be assessed for accuracy once changes are completed to this element and #4.		
#36 Monthly Amount	2	<u>Program Code:</u> The program code incorrectly excludes the amount of State funding sources.	<u>Program Code</u> Modify the program code to include the amount of the agreed upon total adoption subsidy payment listed in the adoption agreement.		
#10 Primary Basis for Determining Special Needs 0 = Not Applicable 1 = Racial/Original Background 2 = Age 3 = Membership in a Sibling Group 4 = Medical Conditions or	3	<u>Data Quality</u> Frequency Report (n=72): Not applicable = 20; Race/Original Background = 1 (1.39%); Age = 11 (15%); Sibling group = 10 (14%); medical conditions or mental, physical or emotional disabilities = 21 (29%); Other = 9 (13%); Not reported = 0	Subsequent and regular files will be assessed for accuracy once changes are completed to elements #4 and 9.		

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Element	Rating Factor	Findings			
Mental, Physical or Emotional Disabilities 5 = Other		See findings for adoption element #16.			