

AFCARS ASSESSMENT REVIEW FINDINGS: Foster Care Data Elements

State: South Carolina

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

Data Element	Rating Factors	Notes/Findings
#1 State	4	<u>Program Code</u> ¹ The numerical State code “45” is hard coded in the extraction routine.
#2 Report Date (mo) (year)	4	<u>Program Code</u> The report period date is based on a function from a table that is used to identify the report period being processed.
#3 Local Agency (County or Equivalent Jurisdiction)	4	<u>Screen:</u> Case/Services Tab/Add Program Services/Field: Office <u>Program Code, lines 61 – 67: 901 - 929</u> The State uses the county FIPS code of the county office responsible for the child’s foster care case.
#4 Record Number	4	<u>Screen:</u> Intake/Person Data A person’s record number is created at intake. For those children removed and placed into foster care the record number is attached to a service type of “foster care services.” The system does not have an automated merge function to prevent duplicate cases from being recorded into the system. The State uses their monthly management reports to identify duplicate records and to notify the case worker when a duplicate record is found. The CAPSS ² support staff provide instructions to the case worker for combining all case information under the correct person ID. The duplicate record then is closed as “added in error.” <u>Program Code</u> The State encrypts the person number from the person table.
#5 Date of Most Recent Periodic Review (if applicable) (mo) (day) (year)	2	<u>Screen:</u> Case/Legal There are several options on this tab that allow the worker to select the type of legal action. For this element there are two options that can be selected: “FCRB” and “Legal.” The State utilizes Foster Care Review Boards (FCRB). They conduct periodic administrative reviews on children that have been in care for more than four months. The State indicated the FCRB members are not entering their information into CAPSS. The State is reviewing and assessing the process and whether to give the FCRB limited access to CAPSS or possibly creating an interface. During the SACWIS Monitoring visit in 2008, the Division of State Systems noted: [T]he FCRB maintains its own database for tracking reviews and recording recommendations. As

¹ The main AFCARS FC extract routine is usp_Batch_SWF600MP_HSW500P0_Extract

² Child and Adult Protective Services System

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		<p>administrative reviews are considered a SACWIS case management function, those activities must be performed in the SACWIS and not merely re-entered after being managed/tracked elsewhere. Furthermore, the FCRB process results in redundant, duplicative data entry and violates the SACWIS legislative mandate that the system promote the efficient, effective, and economical operation of the programs administered under titles IV-B and IV-E of the Social Security Act.</p> <p><u>Recommendation:</u> The State should re-evaluate its business process related to the FCRB to incorporate FCRB functions into CAPSS II. By working through CAPSS II, the FCRB will encourage staff to better utilize the system of record at the same time it is evaluating case practice. If the FCRB uses CAPSS II to support its business processes, it would improve the reliability of the data in CAPSS II and enhance the safety of the children in South Carolina.</p> <p><u>Frequency Report (n=6,780):</u> There are 18 records with a review year of 2008. In the State’s 2010B file there are no old review dates. The reviews dated in 2009 are likely those that occurred at the end of the calendar year.</p> <p><u>Case File Review Findings:</u> 35 (50%) of the records analyzed did not match what was reported in AFCARS. In 13 error cases, the date reported in AFCARS was after the end of the report period. In an additional 13 records, the reviewer found a review date that was later than the one reported to AFCARS. In two error cases, the AFCARS file was blank but the reviewer did find a review date. In two error cases, the date reported to AFCARS was more than six months prior to the end of the report period.</p> <p><u>Program Code, lines 70 – 78 and 1084 - 1120</u> The extraction code compares the most recent FCRB date with the most recent legal action date and uses the later of the two dates to map to this element.</p> <p>The program code incorrectly extracts legal actions that do not meet section 422(b)(8)(ii) and 475(5)(B) of the Social Security Act standards. These include: “NH” (Non-Emergency Removal Hearing), “RH” (Removal Hearing), “AH” (Adoption Hearing), “AP” (Appeals Hearing), and “IH” (Intervention Hearing) and “TH” (TPR Hearing). The only legal action that meets the requirements of section 422(b)(8) of the SSA is “PH” (Perm Plan Hearing) and “JH” (Judicial Review).</p> <p>The extraction code must be modified to extract a review date that occurs prior to the end of the report period. The State indicated they have corrected the extraction code to report a date that is prior to the end of the report period being submitted. The Federal team will review the corrected extraction code</p>

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		as part of the AFCARS Assessment Review Improvement (AIP) phase.
#6 Child Birth Date	4	<p><u>Screen:</u> Intake/Intake Tab/Person Data</p> <p><u>Program Code, lines 79 – 86 and 782 - 805</u> The program code selects the person birth date from the person table. If the exact date is not found, an approximate date is created using the year and month from the person table and setting day to 15.</p>
#7 Child Sex 1 = Male 2 = Female	4	<p><u>Screen:</u> Intake/Intake Tab/Person Data</p> <p><u>Program Code, lines 87 – 92 and 782 - 805</u> The State’s values for male and female are correctly mapped to the AFCARS value. The State’s value “unknown” is correctly mapped to blank.</p>
#8 Child’s Race a. American Indian or Alaska Native b. Asian c. Black or African American d. Native Hawaiian or Other Pacific Islander e. White f. Unable to Determine 0 = Does not apply 1 = Apply	2	<p><u>Screen:</u> Intake/Intake Tab/Person Data There is a field named “primary race.” The options are each of the race values plus “unknown/unable to determine.” The value “unknown” needs to be separate from “unable to determine.”</p> <p>The State should remove the word “primary” from the field.</p> <p>The system will allow the selection of a race and “unable to determine.” If a race is selected, the system should not also allow the worker to choose a value that is mapped to the AFCARS value “unable to determine.”</p> <p><u>State’s Document “Planned Changes for AFCARS Reporting”:</u> Revise Race to incorporate all races, no primary race and to add the new race designations in NYTD.</p> <p>Since the State has to add the new values for NYTD, the State may want to consider adding the option “abandoned” for AFCARS purposes.</p> <p>Also, the NYTD definition of “unknown” encompasses two situations in which it can be used. In order to make the response option “unknown” more meaningful to the case worker, the State may want to consider alternate terminology. One example might be "incapacitated" and "multi-racial-other race not known." These would then map in NYTD to "unknown." For AFCARS reporting purposes:</p> <ul style="list-style-type: none"> • If a child, youth, or parent is incapacitated and unable to provide the worker with race information, the worker would select "incapacitated/unknown." This value would be mapped to the AFCARS value "unable to determine." • If a person is multi-racial, but does not know the other race(s), the worker would select "multi-

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		<p>racial-other race not known/unknown." This value would then be mapped to blank and only the known race would be reported in AFCARS.</p> <p>Ensure that worker training reinforces the need to ask clients to self-identify all applicable races.</p> <p><u>Program udf AFCARS Race, Main Routine lines 93 - 94</u> The extraction routine selects the person’s primary race code as well as the secondary races (as applicable). The race values are correctly mapped to the AFCARS values. The value of “999, unknown/unable to determine” is mapped to “unable to determine.” The value “unknown” must be mapped to blank. If no race information is entered into the system, the extraction code incorrectly sets “unable to determine” to “apply.”</p> <p>The changes that are being implemented for NYTD will also require changes for the AFCARS extraction code.</p>
<p>#9 Hispanic/Latino Origin</p> <p>1 = Yes 2 = No 3 = Unable to Determine</p>	<p align="center">2</p>	<p><u>Screen: Intake/Intake Tab/Person Data/Field: Hispanic Ethnicity</u> The options include “unknown.” Case workers are using the value “unknown” when they do not know the child’s Hispanic/Latino origin. Therefore, the value must be mapped to blank.</p> <p><u>State’s Document “Planned Changes for AFCARS Reporting”:</u> Revise Hispanic Ethnicity to include all choices identified by NYTD.</p> <p>NYTD includes the options “unknown” and “declined.” “Unknown” means the youth and/or parent is unable to communicate the youth’s ethnicity. “Declined” means the youth or parent has declined to identify the youth’s Hispanic or Latino ethnicity. These options would be mapped to “unable to determine” in AFCARS. Also, the State may want to consider adding an option to reflect an abandoned child. See notes in foster care element #8 regarding mapping and screen changes for the NYTD values “unknown” and “declined.”</p> <p><u>Program Code, lines 107 – 112</u> The State correctly maps its values for “yes” and “no” to the AFCARS values. Since the current use of “unknown” represents not knowing a child’s Hispanic/Latino origin versus the parent or child being incapacitated and unable to provide the information, “unknown” must be mapped to blank.</p> <p>The changes that are being implemented for NYTD will require changes for the AFCARS extraction code also. Map “declined” to “unable to determine.”</p>

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10 - 15		<p><u>Screen: Person/Disabilities Tab</u> The layout of this tab is as follows (by column): Suspected Diagnosis (Yes/No/Unk); Disability (five AFCARS categories plus “dementia”); Diagnosed (Yes/No); Date (?); Comments (text field).</p> <p>The value “not yet determined” must be added to the options.</p> <p><u>State’s Document “Planned Changes for AFCARS Reporting”</u>: Rewrite Disabilities to incorporate all AFCARS requirements as defined in AFCARS Technical Bulletin #14.</p> <p>One issue with the design of CAPSS is that there are multiple screens where the worker may enter disability and special needs information, and the screen from which AFCARS information is reported is not often used by workers. This information is collected in the Person section on the “Disabilities” tab. There are also tabs in this section named “Medical,” “Mental Health” and “Characteristics” where similar information is collected. The “Disabilities” tab contains the AFCARS values for FC elements #11-15, while the Mental Health and Medical tabs contain more specific diagnoses as options. Only information entered on the Disabilities tab is reported to AFCARS, which is likely why disabilities appear to be greatly underreported. There is no prompt or tickler for the worker to visit this tab. As a result, diagnosed disability information is clearly underreported in the foster care file. Also, there is no connection between living arrangements, specifically therapeutic foster care, and whether a diagnosed condition has been entered into the system.</p> <p>The State must develop a way to streamline data entry of disability information and prevent the need for duplicate data entry in order to promote improved data quality for these elements. Consider integrating the Disabilities screen with the Medical and Mental Health screens. This would prevent the need for duplicate data entry and improve data quality for these elements.</p> <p>A better approach would be to add more specific diagnoses as selections on the screen and then map them to AFCARS values. This would prevent the worker from having to determine to which category a diagnosis (e.g. autism) should be reported. It will also provide the State with more specific data on the needs of children in care.</p> <p>There is no means by which a disability that has been resolved can be documented. If a child no longer has a disability, the worker would most likely change the response to “no” and there would no longer be a record that the disability had been present. The diagnosed date can be used in the interim but an end date must be added.</p>

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		<p>The State needs to make element #10 a question on the screen, maybe the person screen. If the response is “yes,” the user must enter the specific diagnosis information in order to save the screen.</p> <p>There also is a section under adoption that has a comprehensive list of diagnosed conditions that the state may want to look at and incorporate into their redesign of this part of the system.</p> <p>#11 - 15: As changes are made to CAPSS, it is of particular importance that a history of diagnoses is kept by including a start and end date for each diagnosed disability. If a child has a disability that is later resolved, this case information can be retained accurately and completely. Determine a method for collecting disability begin- and end-dates so that a history may be kept.</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>If yes, indicate each type of a disability with a “1.”</p>	<p align="center">2</p>	<p><u>Frequency Report (n=6,780):</u> Yes = 419 (6%); No = 6,361 (94%); Not yet determined = 0 (0%); Not reported = 0 (0%)</p> <p><u>Case File Review Findings:</u> 30 (40%) of the records analyzed did not match what was reported in AFCARS. The errors indicated that the response should have been “yes” instead of “no.”</p> <p><u>Program Code, lines 113 – 134</u> This element is derived from the categories of diagnosed conditions. If one exists (“MR” “HI” “VI” “ED” or “OM”) and there is a date in the disability diagnosed date, this element is set to “yes.” Otherwise, it is set to “no.” No logic exists to set the value to “not yet determined.” The default value is “no.” If there is no information entered, this element must be mapped to blank.</p> <p>When checking the diagnosed date, the program code does not compare it to the report period being submitted. The program code must be modified to ensure that the correct diagnosis is being reported for the right timeframe.</p>
<p>#11 Mental Retardation³</p> <p>[0 = Does not apply] 1 = Applies</p>	<p align="center">2</p>	<p><u>Case File Review Findings:</u> 15 (20%) of the records analyzed did not match what was reported in AFCARS.</p> <p><u>Program udf AFCARS Disability, Main Routine lines 135 - 136 (person disability type)</u> The extraction code searches for a person disability type of “MR, mental retardation,” a diagnosis date, and if the disability indicator is “Y.” If found, this element is set to “applies.” Otherwise, this element is set to “does not apply.”</p>
<p>#12 Visually/Hearing Impaired</p>	<p align="center">2</p>	<p><u>Case File Review Findings:</u> 5 (7%) of the records analyzed did not match what was reported in</p>

³ For additional information on mapping diagnosed conditions see AFCARS TB #14, Disability Information

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[0 = Does not apply] 1 = Applies		AFCARS. <u>Program Code, lines 137 - 146</u> The extraction code searches for a person disability type of “HI, hearing impaired” and “VI, visually impaired,” a diagnosis date, and the disability indicator is “Y.” If found, element #12 is set to “applies” otherwise, it is set to “does not apply.”
#13 Physically Disabled [0 = Does not apply] 1 = Applies	2	<u>Case File Review Findings:</u> 5 (7%) of the records analyzed did not match what was reported in AFCARS. <u>Program Code, lines 147 - 148</u> The extraction code searches for a person disability type of “PD, physically disabled,” a diagnosis date, and the disability indicator is “Y.” If found, element #13 is set to “applies” otherwise, it is set to “does not apply.”
#14 Emotionally Disturbed [0 = Does not apply] 1 = Applies	2	<u>Case File Review Findings:</u> 27 (36%) of the records analyzed did not match what was reported in AFCARS. <u>Program Code, lines 149 - 150</u> The extraction code searches for a person disability type of “ED, emotionally disturbed,” a diagnosis date, and the disability indicator is “Y.” If found, element #14 is set to “applies” otherwise, it is set to “does not apply.”
#15 Other Medically [0 = Does not apply] 1 = Applies	2	<u>Case File Review Findings:</u> 15 (20%) of the records analyzed did not match what was reported in AFCARS. <u>Program Code, lines 151 - 152</u> The extraction code searches for a person disability type of “OM, other medical conditions requiring special care,” a diagnosis date, and the disability indicator is “Y.” If found, element #15 is set to “applies” otherwise, it is set to “does not apply.”
#16 through #17		<u>Screen:</u> Case/Services Tab/Add Program Services/Field: Child Ever Adopted and Age Range at Adoption <u>Frequency Report:</u> The numbers for the "unable to determine" value for elements #16 and #17 do not match (see details from report below and frequency counts listed under individual elements). There is an issue at the point of data entry. If a worker selects “yes” for FC element #16, the worker may still select “not applicable” as the age range. The State has a planned edit change to address this

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		<p>and is planning to implement an edit on the screen.</p> <p>Modify the program code so that if FC element #16 is “yes” and the age range is “not applicable,” FC element #17 is reported as blank.</p> <p><u>Inter-Country Adoption Act (ICAA)</u> The system currently does not have the capacity to collect the information that must be reported under section 422(b)(12) of the Social Security Act (the Act). This section of the Act relates to inter-country adoptions and requires States to identify the number of children who were adopted from other countries and entered into State custody, the reasons for the disruptions or dissolutions, the permanency plan for the children, and identify the agencies that handled the placement or adoption. States are currently required to provide this information in the Five-Year Child and Family Services plan, and annually in the Annual Progress and Services Report. The State must add fields to enable the collection of information needed for reporting this information (SACWIS requirement).</p>
<p>#16 Has this child ever been adopted?</p> <p>1 = Yes 2 = No 3 = Unable to Determine</p>	<p align="center">2</p>	<p><u>Frequency Report (n=6,780):</u> Yes = 166 (2%); No = 6,082 (90%); Unable to determine = 532 (8%); Not reported = 0</p> <p><u>Screen:</u> Case/Services Tab/Add Program Services/Field: Child Ever Adopted</p> <p><u>Program Code, lines 153 – 165</u> This field is initialized to space. The State correctly maps its values for “yes,” “no” and “unable to determine” to the AFCARS values. Missing information is incorrectly mapped to “unable to determine.”</p> <p>The State needs to address training and supervisory oversight to ensure this information is being updated in a timely manner.</p> <p>The State team indicated they have modified the program code to map “unable to determine” in element #16 as” unable to determine” in element #17. The Federal team will have to review the extraction code as part of the AIP.</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</p>	<p align="center">2</p>	<p><u>Screen:</u> Case/Services Tab/Add Program Services/Field: Age Range at Adoption The screen includes the option “not applicable.”</p> <p><u>Frequency Report (n=6,780):</u> Not applicable = 6,118 (90%); Unable to determine = 557 (8%); Not reported = 0</p>

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2 = 2-5 years old 3 = 6-12 years old 4 = 13 years or older 5 = Unable to Determine		<p><u>Program Code, lines 166 – 178</u> The extract code checks the child ever adopted flag used in the logic for element #16 and uses it to set the child’s age at adoption. If element #16 is “yes,” then the program code extracts the age category from the age range field to this element.</p> <p>If #16 is “no,” this element is set to “not applicable.” “Unable to determine” is mapped to “unable to determine.”</p> <p>Missing information is incorrectly mapped to “unable to determine.”</p>
#18 Date of First Removal from Home ___(mo) ___ (day)___(year)	3	<p><u>Screen:</u> Case/Services Tab/Add Program Services/Field: Open Date</p> <p><u>Program Code, lines 179 – 185; 827 - 847</u> The extract code selects the earliest placement. It also selects the earliest temporary placement from the placement temp table where the start date is the same and the type is equal to “HO” (Hospital – temporary stay). The program code then builds a table of open service dates for service type of “CF” (Foster Care), support service type of blank, and a service open date that is before or equal to the child’s open service date.</p> <p>If a temporary placement is found, the value of element #18 is set to the temporary placement end date; otherwise it is set to the first occurrence of the service open date found on the service table.</p> <p>This element is rated a “3” because of the issue related to records reported of a child that is in care for 24 hours or less. See General Requirements item #5 for additional information.</p>
#19 Total Number of Removals from Home	3	<p><u>Program Code, lines 186 – 199</u> The extract code counts the total number of foster care services found in the logic for element #18 and uses this total to populate the Number of Removals from Home.</p> <p>See General Requirements #5 regarding removal episodes that are 24 hours or less. Depending on the approach taken by the State, element #19 may be rated a “2” during the AIP phase.</p>
#20 Date Child was Discharged from last foster care episode (if applicable) ___(mo) ___ (day)___(year)	3	<p><u>Program Code, lines 200 – 203 and 848 - 900</u> The extract code derives the date the child was discharged from the last (prior) foster care episode from the second entry of the table built for element #18; if a service open date is present it uses it to populate element #20, otherwise it leaves the field blank.</p> <p>This element is rated a “3” because of the issue related to records reported of a child that is in care for</p>

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<p>#21 Date of Latest Removal</p> <p>____(mo) ____ (day)____(year)</p>	<p align="center">4 3</p>	<p>24 hours or less.</p> <p><u>Screen:</u> Case/Services Tab/Add Program Services/Field: Open Date</p> <p><u>Program Code, lines 204 – 209 and 807 - 843</u></p> <p>The extract code obtains the latest placement event row for the child where the placement event’s service key is equal to the service key of the service table and the end reason is not “closed in error.”</p> <p>If a temporary placement is found that matches the placement event already identified, the date of latest removal is populated with the temporary placement date, otherwise the date is populated with the open date of the service record for the placement event.</p> <p>If the first placement is a temporary placement of “hospital,” the removal date is the end date of the temporary placement.</p> <p>This element was re-evaluated and rated a “3” due to the issue related to removal episodes that are 24 hours or less.</p>
<p>#22 Date of Latest Removal Transaction Date</p> <p>____(mo) ____ (day) ____ (year)</p>	<p align="center">4</p>	<p><u>Program Code, 210 – 212 and 827 - 843</u></p>
<p>Placement Information #23, 24, and 41</p>		<p><u>Screen:</u> Case/Placement Tab – Add, Update, View For Initial Placement: Services Tab/Add Program Services</p> <p><u>State’s Document “Planned Changes for AFCARS Reporting”:</u> 1) Address the issue of several cottages on the same campus so that if a child moves to a higher or lower level of care cottage on the same campus that it does not count this as a change in placement for AFCARS reporting.</p> <p>2) Address in policy, practice and CAPSS Trial Home Visits. Develop policy and procedure as well as changes to CAPSS so that Trial Home Visits are captured and reported correctly to AFCARS.</p>
<p>#23 Date of Placement in Current Foster Care Setting</p> <p>____(mo) ____ (day)____(year)</p>	<p align="center">2</p>	<p><u>Screen:</u> Case/Placement Tab – Add, Update, View For Initial Placement: Services Tab/Add Program Services</p> <p>The case workers are incorrectly entering respites as placements instead of a “temporary placement.” Consequently, the date of the respite stay is incorrectly included for this element. The State needs to address this through training.</p>

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		<p><u>Case File Review Findings:</u> 11 (15%) of the records analyzed did not match what was reported in AFCARS.</p> <p><u>Program Code, lines 213 – 236, 964 - 986</u> The program code finds the most recent placement event for the child where the placement is not coded as being entered in error and the placement date is prior to either the report period end date or the service close date. The start date of this placement is used to populate element #23 unless a temporary placement, starting on the same day and with a type of runaway or hospital is present, then the date of the temporary placement is mapped to this element.</p> <p>If the placement is a temporary one due to an acute care hospital stay, the date should remain the same as the date for the foster care setting prior to the hospitalization. The program code will need to be modified to assess the number of days of the hospital stay.</p> <p>The date that a “trial home visit” is not included in this element. The program code must be modified to extract this date.</p> <p>The State has a temporary placement type of “de-escalation,” which is a placement for children that need crisis stabilization. Currently, since these placements are entered on the temporary placement screen, they are not being reported to AFCARS. Based on discussions with State staff, these placements are to be included in AFCARS. The date the de-escalation placement begins must be reported for this element.</p> <p>Based on findings from the case file review, the State needs to check if the date is changing for those cases where the provider record number changes and ensure that the date the child first entered the placement is continued to be reported.</p> <p>The State indicated they corrected the extraction code to only report dates that occur prior to the end of the report period. The Federal team will assess the program code as part of the AIP.</p>
#24 Number of Previous Placement Settings in This Episode	2	<p><u>Case File Review Findings:</u> 33 (44%) of the records analyzed did not match what was reported in AFCARS.</p> <p><u>Program Code, lines 237 - 312</u> The program code builds a table of placement settings for the current episode from the placement event table. The placement count is based on the number of rows in this table. The placement event</p>

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		<p>has to be the same as the service’s service key and the placement is made prior to the services end date or the report period end date (whichever comes first).</p> <p>“De-escalation” placements are not currently being included because they are entered as “temporary placements.” These moves must be included in the number of placement moves.</p> <p>Since respites are being entered as placements and not temporary placements they are being incorrectly included in the placement count.</p> <p>Based on the case file review it was determined that foster homes that become pre-adoptive homes are being incorrectly entered again and also being counted in the number of placement moves.</p> <p>The State team indicated there is a need for more training to conduct through person searches and not create a new provider under a new provider number. If the case worker enters a provider into CAPSS without doing a search, there are two records for the same provider with two record numbers. There may also be other reasons the provider record numbers are changing. The program code is looking at provider numbers and so it is counting these as multiple placement moves. The extraction code should be able to determine whether this is actually the same placement and not a move.</p> <p>If an institution (umbrella agency) has several cottages on its campus and the child moves from cottage to cottage, this is not to be counted as a placement move.</p> <p>If a child’s only “placement” is “runaway,” then this element is to be reported as zero. The program code should be initialized to zero and map zero as the count if the child’s only placement is a runaway status.</p>
<p>#25 Manner of Removal From Home for Current placement Episode</p> <p>1 = Voluntary 2 = Court Ordered 3 = Not Yet Determined</p>	<p align="center">2</p>	<p><u>Screen:</u> Case/Services Tab/Add Program Services/Foster Care Removal Tab/Field: Authority to Place/Options: Emergency Protective Custody, Ex-Parte Order, Removal Order (Probable Cause/Removal Hearing), Voluntary Placement, Voluntary Agreement (18+ yrs), Voluntary Relinquishment</p> <p><u>Policy/Practice</u> The State agency does not have the authority to remove a child. Only law enforcement can remove a child from his/her home or a judge can order a child removed from his/her home.</p> <p>The State’s policy is that voluntary placement agreements are only 90 days.</p>

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		<p><u>Program Code, lines 313 – 323 and 1075 - 1083</u> The program code uses the value of the legal action code found in the most recent legal action table for the child and maps the State’s values to AFCARS.</p> <p>The values “VP” (Voluntary Placement), “VO” (Voluntary Agreement), “VR” (Voluntary Relinquishment), or “LF” (Legally Free) are mapped to “voluntary.”</p> <p>The values “XO” (Ex-Parte Order), “RO” (Removal Order), “EP” (Emergency Protective Custody), “JH” (Judicial Review), or “TA” (Temporary Crisis Agreement) are mapped to “court order.” All other situations are mapped to “not yet determined.”</p> <p>Currently the most recent manner of removal is being reported. If a child is placed in foster care under a voluntary placement agreement and a court order is subsequently obtained, this element is incorrectly reported as “court ordered.”</p> <p><u>State’s Document “Planned Changes for AFCARS Reporting”</u>: Revise Manner of Removal From Home to select the initial Manner of Removal.</p>
<p>Actions or Conditions Associated With Child’s Removal (Indicate all that apply with a “1”.)</p> <p>[0-Does not Apply] 1-Applies</p>		<p><u>Screen:</u> Case/Services Tab/Add Program Services/Foster Care Removal Tab/Field: Removal Reasons</p> <p>There is a comprehensive list of reasons for removal. In addition to the options included in AFCARS there are: lost child, caretaker disabling condition, relinquishment (at birth), relinquishment (other), runaway, lack of housing (homeless), family instability, hospitalization of parent, lack of employment (parent), pregnancy (of the child), child born to foster child, exploitation (non-sexual), and voluntary placement (non-CPS).</p> <p><u>Program udf_AFCARS_Removal_Reason, Main Routine lines 324 - 384</u> These elements are set to “applies” if found, otherwise the element is set to “does not apply.”</p>
#26 Physical Abuse	<p>3 4</p>	<p><u>Program Code</u> The extraction code maps the State value “PA, physical abuse” to this element.</p> <p><u>Case File Review Findings:</u> 6 (8%) of the records analyzed did not match what was reported in AFCARS. Four of the errors were in records with a current removal date prior to 1999.</p>
#27 Sexual Abuse	<p>3 4</p>	<p><u>Program Code</u> The extraction code maps the State value “SA, sexual abuse” to this element.</p>

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Data Element	Rating Factors	Notes/Findings
		<u>Case File Review Findings</u> : 4 (5%) of the records analyzed did not match what was reported in AFCARS. All of the errors were in records with a current removal date prior to 1999.
#28 Neglect	3	<u>Program Code</u> The extraction code maps the State value “EX, exploitation (non-sexual)” and “NG, neglect” to this element. <u>Case File Review Findings</u> : 7 (9%) of the records analyzed did not match what was reported in AFCARS. Three of the errors were in records with a current removal date prior to 1999.
#29 Parent Alcohol Abuse	3 4	<u>Program Code</u> The extraction code maps the State value “AP, alcohol abuse (parent)” to this element. <u>Case File Review Findings</u> : 10 (13%) of the records analyzed did not match what was reported in AFCARS. Nine of the errors were in records with a current removal date prior to 1999.
#30 Parent Drug Abuse	3	<u>Program Code</u> The extraction code maps the State value “DP, drug abuse (parent)” to this element. <u>Case File Review Findings</u> : 15 (20%) of the records analyzed did not match what was reported in AFCARS. Six of the errors were in records with a current removal date prior to 1999.
#31 Child Alcohol Abuse	3 4	<u>Program Code</u> The extraction code maps the State value “AC, alcohol abuse (child)” to this element. <u>Case File Review Findings</u> : 3 (4%) of the records analyzed did not match what was reported in AFCARS. All of the errors were in records with a current removal date prior to 1999.
#32 Child Drug Abuse	3	<u>Program Code</u> The extraction code maps the State value “DC, drug abuse (child)” to this element. <u>Case File Review Findings</u> : 8 (11%) of the records analyzed did not match what was reported in AFCARS. Two of the errors were in records with a current removal date prior to 1999.
#33 Child Disability	3	<u>Program Code</u> The extraction code maps the State value “CD, child disability” to this element. <u>Case File Review Findings</u> : 2 (3%) of the records analyzed did not match what was reported in AFCARS. One of the errors was in a record with a current removal date prior to 1999.
#34 Child’s Behavior Problem	3 4	<u>Program Code</u> The extraction code maps the State value “CB, child’s behavior” and “RN, runaway” to this element.

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Data Element	Rating Factors	Notes/Findings
		<p><u>Case File Review Findings</u>: 5 (7%) of the records analyzed did not match what was reported in AFCARS. Three of the errors were in records with a current removal date prior to 1999.</p>
#35 Death of Parent	3 4	<p><u>Program Code</u> The extraction code maps the State value “DE, death of parent” to this element.</p>
#36 Incarceration of Parent	3 4	<p><u>Program Code</u> The extraction code maps the State value “IP, incarceration of parent” to this element.</p> <p><u>Case File Review Findings</u>: 3 (4%) of the records analyzed did not match what was reported in AFCARS. Two of the errors were in records with a current removal date prior to 1999.</p>
#37 Caretaker Inability to Cope Due to Illness or Other Reasons	3	<p><u>Program Code</u> The extraction code maps the State value “CC, caretaker disabling condition,” “FI, family instability,” “HP, hospitalization of parent,” “LE, lack of employment (parent),” “PC, pregnancy (of the child),” “FC, child born to the foster child,” and “VP, voluntary placement (non-CPS)” to this element.</p> <p><u>Case File Review Findings</u>: 8 (11%) of the records analyzed did not match what was reported in AFCARS. Two of the errors were in records with a current removal date prior to 1999.</p>
#38 Abandonment	3 4	<p><u>Program Code</u> The extraction code maps the State value “LC, lost child” and “AB, abandonment” to this element.</p> <p><u>Case File Review Findings</u>: 5 (7%) of the records analyzed did not match what was reported in AFCARS. Three of the errors were in records with a current removal date prior to 1999.</p>
#39 Relinquishment	2	<p><u>Policy/Practice</u> Daniel’s Law - The custody is legally assumed upon notification from the hospital of an abandoned baby that meets the criteria of Daniel’s Law. These children are identified in the system with a “Daniel’s Law” designation.</p> <p>The State is to map the “Daniel’s Law” designation to this element.</p> <p><u>Program Code</u> The extraction code maps the State value “RB, relinquishment (at birth)” and “RO, relinquishment other” to this element.</p>
#40 Inadequate Housing	3 4	<p><u>Program Code</u> The extraction code maps the State value “IH, inadequate housing” and “LH, lack of homeless (homeless)” to this element.</p>

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Data Element	Rating Factors	Notes/Findings
<p>#41 Current Placement Setting</p> <p>1 = Pre-Adoptive Home 2 = Foster Family Home-Relative 3 = Foster Family Home-Non-Relative 4 = Group Home 5 = Institution 6 = Supervised Independent Living 7 = Runaway 8 = Trial Home Visit</p>	<p align="center">2</p>	<p><u>Case File Review Findings:</u> 9 (12%) of the records analyzed did not match what was reported in AFCARS. Five of the errors were in records with a current removal date prior to 1999.</p> <p><u>Screen:</u> Case/Placement Tab – Add, Update, View For Initial Placement: Services Tab/Add Program Services</p> <p><u>Frequency Report (n=6,780):</u> Pre-adoptive home = 661 (10%); Foster family home (relative) = 592 (9%); Foster family home (non-relative) = 3,852 (57%); Group home = 348 (5%); Institution = 1,186 (17%); Supervised independent living = 8 (.1%); Runaway = 133 (2%); Trial home visit = 0 (0%)</p> <p>Staff reported there are instances in which physical custody of the child is returned to the parent(s) but the State retains care and placement responsibility. The State is to continue reporting these cases to AFCARS and map this situation to a living arrangement of “trial home visit.”</p> <p><u>State’s Document “Planned Changes for AFCARS Reporting”:</u> Revise the number of children for a “Group Home” from 1 – 9 to 1 – 12 children and for “Institution” from more than 9 to more than 12. For AFCARS reporting purposes "group homes" are defined as substitute care settings which house 12 or fewer children, whereas an "institution" provides care for 7 – 12 children. Ensure that the placement settings being mapped to these elements meet the reporting requirements.</p> <p><u>Program Code, lines 385 – 472</u> The program code extracts the most recent placement entry date where the placement start date or a service end date less than or equal to the report period end date.</p> <p>It also extracts (if present) a temporary placement of “OR” (runaway) or “HO” (hospital) where the temporary placement ended after the reporting period begin date or is currently open.</p> <p>The program also gets the related license table row in order to check license capacity. This is to determine the size of group homes and institutional settings.</p> <p>The value “CP, court ordered parent” is mapped to “foster family home-relative.” This reflects children placed in own home “trial home visit.” This code should be mapped to “trial home visit.”</p> <p>There is a value in the program code “HL, hospital (non-temporary - more than 45 days)”The State indicated the heading is incorrect and will correct it.</p>

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Data Element	Rating Factors	Notes/Findings
		<p>CAPSS contains values for short- and long-term hospital stays. However, the length of time associated with the hospital stay is not defined. The State team will further explore what is used in their Medicaid State plan and will confer with the Federal team as part of the AIP.</p> <p>The values “GH, Group Home (includes DJJ, SIL and Child Caring Institution) (HS-LICENSE.LIC-CAPACITY = 0 or > 9)” set the value of element #41 to “institution.” Has been changed to 7. The Federal team has to review the extraction code.</p>
<p>#42 Is Current Placement Out-of-State?</p> <p>1=Yes (Out of State placement) 2=No (In-State placement)</p>	<p align="center">4</p>	<p><u>Screen:</u> Case/Placement Tab – Add, Update, View For Initial Placement: Services Tab/Add Program Services</p> <p><u>Frequency Report (n=6,780):</u> Yes = 35 (.52%); No = 6,745 (99.48%)</p> <p><u>State’s Document “Track +1169”</u> Edit needed on add/update to require at least one Address on Provider. (AFCARS 42) (*Note: Additional attention will be given to Address on providers whenever the Provider Project is dealt with in the future, but, for now, at least one address should be required.)</p> <p><u>Program Code, lines 474 – 478 and 1030 - 1051</u> The extract code checks the provider type and the provider address table entries for the placement.</p>
<p>#43 Most recent case plan goal</p> <p>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</p>	<p align="center">2</p>	<p><u>Frequency Report (n=6,780):</u> Reunify = 3,477 (51%); Live With Other Relative(s) = 233 (3%); Adoption = 2,054 (30%); Long-Term Foster Care 368 (5%); Emancipation = 560 (8%); Guardianship = 88 (1%); Case Plan Goal Not Yet Established = 0 (0%); Not reported = 0</p> <p><u>Screen:</u> Case/Legal Tab/Perm Plan</p> <p>The State needs to ensure that case workers understand that a goal to place the child with a non-custodial parent is “reunification.”</p> <p><u>Case File Review Findings:</u> 21 (28%) of the records analyzed did not match what was reported in AFCARS.</p> <p><u>Program Code, lines 479 – 490</u> The program code extracts the most recent legal permanency plan for the child and maps the primary plan code to the AFCARS values.</p>

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Data Element	Rating Factors	Notes/Findings
		<p>The system defaults to “return home” as the goal.</p> <p>There is no logic to set the value of element #43 to “7.” Since the requirements in title IV-E require a case plan goal within 60 days of removal, the State may correctly report this element as “case plan goal not yet established” if the goal has not yet been established. However, after 60 days following the most recent date of removal (FC element #21), if a case plan goal is not established and/or entered into the system, then this element must be set to blank.</p> <p>The State has implemented a new child and family assessment. The new assessment includes information on whether or not a permanent connection is identified for youth receiving IL services (aged 13 and older). The plan is not yet in the system once it is, the system and extraction code must be able to determine whether a goal of “APPLA” should be mapped to “long-term foster care” or “emancipation” based on whether there is a permanent connection with the foster parent. If the child has a permanent connection to an adult, then the State’s goal of APPLA is to be mapped to “emancipation.” Otherwise, the goal of APPLA is to be mapped to “long-term foster care.”</p> <p><u>State’s Document “Planned Changes for AFCARS Reporting”</u> Revise CAPSS to not automate „Return Home” as the initial case plan. Add a choice of “Not Yet Established” that is valid for 60 days after removal. Develop alerts/edits necessary to insure correctness of this field. Also to allow only one case plan at any point in time (one must end when another begins).</p>
Principal caretaker(s) information		<p><u>Screen:</u> Case/Services Tab/Add Program Services/Foster Care Removal Tab/Fields: Removed From – Family Structure, Primary Caretaker DOB, Secondary Caretaker DOB</p> <p><u>State’s Document “Planned Changes for AFCARS Reporting”:</u> Add alert for Caretaker Family Structure so that if “unable to determine” is chosen the worker is asked if the child was abandoned.</p>
#44 Caretaker Family Structure 1 = Married Couple 2 = Unmarried Couple 3 = Single Female 4 = Single Male 5 = Unable to Determine	3	<p><u>Frequency Report (n=6,780):</u> Married Couple = 1,277 (19%); Unmarried Couple = 1,069 (16%); Single Female = 3,591 (53%); Single Male = 279 (4%); Unable to Determine = 564 (8%); Not reported = 0 (0%)</p> <p>As a reminder, the value “unable to determine” is to be used only when the child was abandoned. The State may want to consider changing the value on the screen from “unable to determine” to “abandoned” in order to provide clarity of its proper use.</p> <p><u>Case File Review Findings:</u> 8 (11%) of the records analyzed did not match what was reported in AFCARS. In four of the error cases, the AFCARS file indicated “unable to determine” but the</p>

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Data Element	Rating Factors	Notes/Findings
		<p>reviewers were able to determine a marital status of the caretaker from whom the child was removed. The State needs to ensure that case workers are entering this data in a timely manner.</p> <p><u>Program Code, lines 491 - 498</u> The program code checks the “removed from: family structure” field on the screen for this information. The State is correctly mapping its values to the AFCARS values.</p>
<p>#45 1st Primary Caretaker’s Birth Year ____(mo) ____ (day)____(year)</p>	<p align="center">3</p>	<p><u>Frequency Report (n=6,780):</u> 1900 = 3 (.04%); There are 46 records with a year of birth of 1998 or more recent; there are 567 records (8%) left blank.</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, lines 500 – 509</u> The program code checks for the year of birth of the 1st primary caretaker from the “removed from: primary caretaker DOB” field.</p>
<p>#46 2nd Primary Caretaker’s Birth Year (if applicable) ____(mo) ____ (day)____(year)</p>	<p align="center">3</p>	<p><u>Frequency Report (n=6,780):</u> 1900 = 2 (.03%); there are 8 records with a year of birth of 1998 or more recent; there are 4,435 records with a year of birth. There were 2,346 records reported in element #44 with a family structure of “married couple” and “unmarried couple.” There were 2,345 records reported for this element with a year of birth.</p> <p><u>Case File Review Findings:</u> 7 (9%) of the records analyzed did not match what was reported in AFCARS.</p> <p>The State needs to ensure that case workers are entering this data in a timely manner.</p> <p><u>Program Code, lines 510 - 517</u> The program code checks for the year of birth of the 2nd primary caretaker from the “removed from: secondary caretaker DOB” field.</p>
<p>#47 Mother’s Date of TPR ____(mo) ____ (day)____(year)</p>	<p align="center">3 4</p>	<p><u>Screen:</u> Case/Legal/TPR-Relinquishment This screen contains the fields: Relationship (Legal Father, Biological Father, and Mother), a date field for TPR/Relinquishment Achieved All Parents, and TPR/VR/Death Date.</p> <p>The system allows for the entry of the court hearing as well as the date the order is signed by the judge. There are several other dates on this screen such as, “accepted date” and “approved date.”</p>

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Data Element	Rating Factors	Notes/Findings
		<p><u>Policy/Practice</u> The State has implemented the Legal Case Management System (LCMS) for the Agency Attorneys. This system will interface with CAPSS. The system has not been operating for long and the State is still in a transition period. The attorneys will be entering legal information into the LCMS and the data will populate the appropriate legal fields in CAPSS. Consequently, case workers will no longer be entering the information.</p> <p>Also, the staff indicated the reason the program code extracts the signature date of the court order is due to a State Supreme Court ruling that court determinations are not final until the court order is signed.</p> <p><u>Case File Review Findings:</u> 7 (9.3%) of the records analyzed did not match what was reported in AFCARS. In four error cases the AFCARS file was blank but the reviewers found a TPR order. In one error case, the mother was deceased but the date of dad’s voluntary relinquishment of rights was reported instead. Mother’s deceased date was an earlier date. In two error cases, the reviewers found a later date than the one reported in AFCARS. While the number of records found with errors due to missing information for element #47 was below 10%, the importance of having complete data for this element is important. It may be that many of the missing dates were for older cases and the information was not converted to CAPSS. The State should implement a review for this data during the six month review and check whether a TPR date does or does not exist for the child and if so, if it has been entered into the system.</p> <p>In addition to the above information, the reviewers noted the date of the TPR hearing as well as the date the court order was signed. In regard to the mother’s TPR date, there were eight cases in which the signature date occurred between one month and 10 months apart. Many of the court signature dates were three months after the hearing. The State needs to address the timely signature of court orders for TPR to ensure that there is not a significant lapse of time after the hearing before the order is signed.</p> <p><u>Program Code, lines 518 – 519 and 1138 - 1146</u> The extract code selects the most recent TPR date from the legal TPR table for the mother. The program code selects the most recent TPR date regardless of who the mother is on the case.</p> <p>The State is currently extracting the date the court order is signed and not the date the court hearing occurred.</p>

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Data Element	Rating Factors	Notes/Findings
<p>#48 Legal or Putative Father's TPR ____(mo) ____ (day)____(year)</p>	<p>3 4</p>	<p><u>Screen:</u> Case/Legal/TPR-Relinquishment This screen contains the fields: Relationship (Legal Father, Biological Father, and Mother) and TPR/VR/Death Date.</p> <p>Also, on the Legal Tab there is a field: TPR/Relinquishment Achieved All Parents with a date. There is a field for a deceased date on the person screen.</p> <p><u>Case File Review Findings:</u> 6 (8%) of the records analyzed did not match what was reported in AFCARS. In five of the error cases, the AFCARS file was blank but the reviewers did find TPR orders. In one error case, the reviewer found a relinquishment order signed by the father and this date was earlier than the one reported in AFCARS. While the number of records found with errors due to missing information for element #48 was below 10%, the importance of having complete data for this element is important. It may be that many of the missing dates were for older cases and the information was not converted to CAPSS. The State should implement a review for this data during the six month review and check whether a TPR date does or does not exist for the child and if so, if it has been entered into the system.</p> <p>In addition to the above information, the reviewers noted the date of the TPR hearing as well as the date the court order was signed. In regard to the mother's TPR date, there were eight cases in which the signature date occurred between one month and 10 months apart. Many of the court signature dates were three months after the hearing. The State needs to address the timely signature of court orders for TPR to ensure that there is not a significant lapse of time after the hearing before the order is signed.</p> <p><u>Program Code, 520 – 521 and 1147 - 1156</u> The extraction code selects the most recent TPR date from the legal TPR table for the father. The program code correctly selects the most recent TPR date regardless of who the father is on the case. The State is currently extracting the date the court order is signed and not the date the court hearing occurred.</p>
<p>#49 Foster Family Structure</p> <p>0 = Not Applicable 1 = Married Couple 2 = Unmarried Couple 3 = Single Female</p>	<p>2</p>	<p><u>Frequency Report (n=6,780):</u> Not applicable = 1,675 (25%); Married Couple = 2,888 (43%); Unmarried Couple = 105 (2%); Single Female = 1,987 (29%); Single Male = 125 (2%); Not reported = 0 (0%)</p> <p>Based on the frequencies for element #41, current placement setting, there are 1,635 records for settings that are not foster homes. Since the extraction code maps any value other than those used for the four family structures to "not applicable," missing data are incorrectly reported as "not</p>

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Data Element	Rating Factors	Notes/Findings
4 = Single Male		<p>applicable.”</p> <p><u>Screen:</u> Provider – Add, Update, View; Relationship Tab/Field: Family Composition</p> <p><u>Program Code, lines 534 – 562 and 1053 - 1054</u> The extract code uses the provider table’s family structure code to populate element #49. If there is no information this element is incorrectly mapped to “not applicable.” The only records that should be mapped to “not applicable” are those in which the child’s current (or last) placement was a non-foster home setting. Otherwise, this element would be mapped to blank.</p>
#50 1 st Foster Caretaker’s Birth Year	<p>3 4</p>	<p><u>Frequency Report (n=6,780):</u> There is one record with a birth year of 2004, and there are three records with birth years of 2009.</p> <p>There were seven errors (9%) in the data reviewed in the case files. The State needs to ensure that this data are entered correctly. The State may want to also add a system edit that checks for the age of the foster parent in order to verify the person is of age of majority.</p> <p><u>Screen:</u> Intake/Intake Tab/Person Data</p> <p><u>Program Code, 510 – 582 and 1053 - 1064</u> The extract code uses the person table and the provider person association table to find the record for the primary caretaker. If found, that person’s date of birth is used to extract the birth year. Otherwise, the field is set to blank.</p>
#51 2 nd Foster Caretaker’s Birth Year	<p>3 4</p>	<p><u>Frequency Report (n=6,780):</u> There is one record with a birth year of 2003, and there are two records with birth years of 2009.</p> <p><u>Screen:</u> Intake/Intake Tab/Person Data</p> <p><u>Program Code, lines 583 – 603 and 1065 - 1075</u> The extraction code uses the person table and the provider person association table to find the record for the secondary caretaker. If found, that person’s date of birth is used to extract the birth year. Otherwise, the field is set to blank.</p>
<p>#52 1st Foster Caretaker’s Race</p> <p>a. American Indian or Alaska Native b. Asian</p>	<p>2</p>	<p><u>Screen:</u> Intake/Intake Tab/Person Data The screen is the same person screen used for the child and the same issues identified in element #8 apply here.</p>

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Data Element	Rating Factors	Notes/Findings
c. Black or African American d. Native Hawaiian or Other Pacific Islander e. White f. Unable to Determine		<p><u>Program Code, lines 604 - 634</u> The logic for extracting the first foster caretaker's race is the same as the routine used for the child. The issues identified in element #8 apply to this element.</p> <p>The State incorrectly reports the races as "does not apply" when the child is in a non-foster home setting.</p>
#53 1 st Foster Caretaker's Hispanic or Latino Origin [0 = Not applicable] 1 = Yes 2 = No 3 = Unable to Determine	2	<p><u>Screen: Intake/Intake Tab/Person Data</u> The screen is the same person screen used for the child and the same issues identified in element #9 apply here.</p> <p><u>Frequency Report (n=6,780):</u> Not applicable = 1,675 (25%); Yes = 101 (1%); No = 4,852 (72%); Unable to determine = 152 (2%)</p> <p><u>Program Code, lines 635 - 657</u> The logic for extracting the first foster caretaker's race is the same as the routine used for the child. The issues identified in element #8 apply to this element.</p>
#54 2 nd Foster Caretaker's Race (if applicable) a. American Indian or Alaska Native b. Asian c. Black or African American d. Native Hawaiian or Other Pacific Islander e. White f. Unable to Determine	2	<p><u>Screen: Intake/Intake Tab/Person Data</u> The screen is the same person screen used for the child and the same issues identified in element #8 apply here.</p> <p><u>Program Code, lines 658 - 689</u> The logic for extracting the first foster caretaker's race is the same as the routine used for the child. The issues identified in element #8 apply to this element.</p> <p>The program code incorrectly reports these as "does not apply" if the child is in a non-foster home setting. Also, if the foster parent marital status is single.</p>
#55 2 nd Foster Caretaker's Hispanic Origin [0 = Not Applicable] 1 = Yes 2 = No 3 = Unable to Determine	2	<p><u>Screen: Intake/Intake Tab/Person Data</u> The screen is the same person screen used for the child and the same issues identified in element #9 apply here.</p> <p><u>Frequency Report (n=6,780):</u> Not applicable = 3,788 (56%); Yes = 68 (1%); No = 2,835 (42%); Unable to determine = 89 (1%)</p> <p><u>Program Code, lines 689 - 709</u> The logic for extracting the first foster caretaker's race is the same as the routine used for the child.</p>

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Data Element	Rating Factors	Notes/Findings
		The issues identified in element #8 apply to this element.
#56 Date of Discharge from foster care ____(mo) ____ (day)____(year)	4 2	<p><u>Frequency Report (n=6,780):</u> 2009 = 1,149 (17%); 2010 = 1,156 (17%); Not reported = 4,475 (66%); Reported = 2,305 (34%)</p> <p><u>Screen:</u> Case/Services Tab/Add Program Services/Field: Closed Date</p> <p><u>Program Code, lines 712 – 713 and 1169 – 1172</u> The extraction code assesses the service parameters key, close date/time, removal end reason, birth date and report period end date, and returns the discharge date, the discharge transaction date, discharge reason, and IV-E eligibility effective and end dates.</p> <p>The extraction code determines the child’s age. If the child is 18, then it assesses if the child is eligible for title IV-E. If eligibility is not found, then the date of the child’s 18th birthday is used as the discharge date.</p> <p>The program code does not restrict the date to the report period being transmitted.</p>
#57 Date of Discharge Transaction Date ____(mo) ____ (day)____(year)	4	<p><u>Frequency Report (n=6,780):</u> 2009 = 1,016 (15%); 2010 = 1,289 (19%); Not reported = 4,475 (66%); Reported = 2,305 (34%)</p> <p><u>Program Code, lines 714 – 715 and 1169 - 1172</u> The date of the discharge transaction date is mapped to this element.</p>
#58 Reason for Discharge [0 = Not Applicable] 1 = Reunification with Parent(s) or Primary Caretaker(s) 2 = Living with Other Relative(s) 3 = Adoption 4 = Emancipation 5 = Guardianship 6 = Transfer to Another Agency 7 = Runaway 8 = Death of Child	2	<p><u>Frequency Report (n=6,780):</u> Not applicable = 0 (0%); Reunify = 1,163 (17%); Living with other relative = 584 (9%); Adoption = 312 (5%); Emancipation = 196 (3%); Guardianship = 38 (1%); Transfer to another agency = 3 (.04%); Runaway = 8 (.12%); Death of child = 3 (.04%); Not reported = 4,473 (66%)</p> <p><u>Screen:</u> Case/Services Tab/Add Program Services/Field: Reason Closed The worker has to enter a service close reason as well as a removal end reason.</p> <p>If element #56 is blank, indicating that the child has not been discharged, this element should be reported as “not applicable.”</p> <p>Identify records that have a discharge reason but no date of discharge reported. There were two based on the frequencies.</p>

AFCARS ASSESSMENT REVIEW FINDINGS: Foster Care Data Elements

State: South Carolina

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

Data Element	Rating Factors	Notes/Findings
		Ensure that CAPSS supports logical collection of these elements, i.e., that a reason for discharge can not be entered without a date of discharge.
#59 Title IV-E (Foster Care)	2	<p><u>Frequency Report (n=6,780):</u> Does not apply = 4,940 (73%); Applies = 1,840 (27%)</p> <p>The State used to draw on title IV-A funds for a child’s foster care maintenance payment for the first year of foster care. Then if the child was eligible for title IV-E, the State would claim title IV-E thereafter. As of the summer of 2010, the State’s hierarchy of claiming is IV-E, IV-A, then State funds. The number of records reported as “applies” may show an increase in the next couple of report periods.</p> <p><u>Program udf AFCARS IVE FCsupport FC59, lines 718 – 726 and 1198 - 1202</u> The extraction code searches the financial payment history table for an entry that is coded as paid, IV-E, is not a payment type of “AM” or “AR” (adoption subsidy), and falls within the reporting period. If found, this element is set to “applies.” Otherwise, it is set to “does not apply.”</p> <p>The extraction code checks for these and all have to be in place. The code needs to be modified to check for service start date even if a payment has not been made, i.e. determination was made in the last month of the report period. This element should be marked “applies” if the child has been determined to be IV-E eligible based on financial need and appropriate language in the removal court order, and the child was placed in an IV-E reimbursable placement at any time during the report period, not that there only was a payment. This approach ensures that records of children who enter foster care in the last month or so of the report period and determined eligible for title IV-E are correctly reported as “applies” for that report period.</p>
#60 Title IV-E (Adoption Subsidy)	4	<p>The State does pay Adoption Assistance funds prior to an adoption finalization.</p> <p><u>Program udf AFCARS IVE AdoptionSupport FC60, lines 727 - 729</u> The program code searches the financial payment history table for an entry that is coded as paid, IV-E, a payment type of “AM” or “AR” (adoption subsidy) and falls within the reporting period. If found, this element is set to “applies.” Otherwise, it is set to “does not apply.”</p>
#61 Title IV-A (Aid to Families with Dependent Children)	2	<p><u>Program Code, lines 730 – 734 and 1196 - 1197</u> The extraction code sets this element to “applies” if the value “IV-A” is found. Otherwise, this element is set to “does not apply”</p> <p>The State is incorrectly reporting board payments made out of title IV-A in element #65. Emergency assistance payments that are out of title IV-A funds are to be reported in element #65. Board</p>

AFCARS ASSESSMENT REVIEW FINDINGS: Foster Care Data Elements

State: South Carolina

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

Data Element	Rating Factors	Notes/Findings
#62 Title IV-D (Child Support)	4	<p>payments to the relative provider that is from title IV-A are to be reported for this element.</p> <p><u>Program Code, lines 735 – 739 and 1196 - 1197</u> The extraction code sets this element to “applies” if the value “IV-D” is found. Otherwise, it is set to “does not apply.”</p>
#63 Title XIX (Medicaid)	4	<p><u>Program Code, lines 740 – 744 and 1203 – 1212</u> If the extraction code finds an active record for Medicaid within the reporting period, this element is set to “applies.” Otherwise, it is set to “0.”</p> <p>The State has a lot of children that are eligible for SSI in excess of what is allowable for Medicaid.</p>
#64 SSI or other Social Security Act Benefits	4	<p><u>Program Code, lines 745 – 749 and 1196 - 1197</u> The extraction code sets the value of element #64 to “applies” if the value “SSI” is found. If not found the value is set to “does not apply.”</p> <p>The agency staff indicated these numbers should be increasing. Have a contract with Maximus to help identify children eligible for SSI and assist with the application process.</p>
#65 None of the Above	2	<p><u>Program Code, lines 750 - 763</u> The extraction code checks if any of elements #59 – 64 is “applies.” If so, this element is set to “does not apply,” otherwise, it is set to “applies.”</p> <p>The program code should also check for any other sources of State, Federal or private income, such as emergency assistance, title IV-B, trust fund, railroad retirement, life insurance, etc. If other sources of funds are identified, this element should be marked as “applies” regardless of the values extracted for elements #59-64.</p>
#66 Amount Of Monthly Foster Care Payment (regardless of source)	2	<p><u>Policy/Practice</u> The State team indicated there are a significant number of medically fragile children in the foster care system who are placed in private therapeutic facilities. These facilities receive title IV-E funds and State Board payments on behalf of these children; however, the payments previously were not issued through CAPSS. The facilities send an invoice to the State at different intervals (i.e., quarterly or semi-annually) and the State pays the facilities accordingly. These payments were incorrectly excluded from AFCARS reporting. Beginning July 1, 2010 these payments are made from CAPSS and the amounts are reported in AFCARS.</p> <p>In addition, the State receives invoices from</p> <p><u>Program udf AFCARS_FC_MonthlyAmount_FC66, Main lines 764 – 766</u></p>

AFCARS ASSESSMENT REVIEW FINDINGS: Foster Care Data Elements

State: South Carolina

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

Data Element	Rating Factors	Notes/Findings
		<p>The extraction code uses the reporting period’s beginning and end dates and searches the financial payment history table. The program code sums up a complete month of payments and this is used to populate element #66. The extraction code checks if there are any days within a month without a payment. If there is a month with days without a payment, then the month is skipped.</p> <p>The amount reported to AFCARS should not be the invoice amount. The program code needs to be modified to check for the actual monthly amount paid to a provider. “If the payment made on behalf of the child is not the same each month, indicate the amount of the last full monthly payment made during the reporting period.” (Appendix A to 45 CFR 1355, section II - XII.)</p> <p>Ensure that the amount reported is only for placement costs and does not include incidental expenses.</p> <p>The State may want to report an amount that is reflective of the child’s current living arrangement if the child has been in the same location for a full month. If the child has not been in the current setting for a full month, then the State would report this element as zeroes.</p>

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

Data Element	Rating Factors	CB Findings/Notes
#1 State FIPS Code	4	<u>Program Code</u> ⁴ The State code of “45” is hard coded in the output record.
#2 Report Period End Date	4	
#3 Record Number	4	The child’s record number remains the same and is used Statewide. <u>Program Code, lines 52 – 53</u> The State encrypts the child’s record number.
#4 State Agency Involvement 1 = Yes 2 = No	2 3	The State pays non-recurring cost for private adoptions handled by attorneys. This meets the AFCARS definition of “State agency involvement.” The State must include these records in its AFCARS reporting and indicate “yes” for this element. <u>Program Code, line 54</u> The value of element #4 is hard coded as “1.”
#5 Child Date of Birth	4	<u>Screen:</u> Intake/Intake Tab/Person Data <u>Program Code, lines 55 – 61</u> The extraction code uses the child’s date of birth from their person record or creates an estimated date of birth if the estimated date field is checked.
#6 Child Sex 1 = Male 2 = Female	4	<u>Screen:</u> Intake/Intake Tab/Person Data <u>Program Code, lines 62 – 66</u> The extraction code maps the sex code found on the child’s person record to the AFCARS. If no information is found, this element is reported as a blank.
#7 Child’s Race a. American Indian or Alaska Native b. Asian c. Black or African American d. Native Hawaiian or Other Pacific Islander e. White f. Unable to Determine	2	<u>Screen:</u> Intake/Intake Tab/Person Data See FC element #8 regarding the collection and reporting of race information. <u>Program Code, lines 67 – 73</u> The programming logic and mapping of the child’s race values is the same as for foster care element #8.
#8 Child Hispanic Origin	2	<u>Screen:</u> Intake/Intake Tab/Person Data

⁴ The main AFCARS adoption extract routine is usp_Batch_SWF600MP_HSW510P0_Extract

AFCARS ASSESSMENT REVIEW FINDINGS: Adoption Data Elements

State: South Carolina

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

Data Element	Rating Factors	CB Findings/Notes
1 = Yes 2 = No 3 = Unable to Determine		<u>Program Code, lines 74 – 79</u> The extraction code uses the same logic to extract this data as for foster care element #9.
#9 and #10		<u>Screen: Case, Child Tracking Tab</u> The screen contains a section “Special Needs.” There are three columns: At Risk Now, At Risk Later, and Primary Basis. The rows are: Age, Emotional Problems, Hearing Impaired, Mental Illness, Mental Retardation, Other Medically Diagnosed Condition, Physical Problems, Race, Sibling Group Size, Visually Impaired. There is not an option that would reflect any other State defined special need. The State team indicated they do determine special needs based on a child being diagnosed as at-risk for a health or emotional problem. The State must identify a method that will capture and report this situation. These would then be mapped to the AFCARS category of “other State defined special needs.” This screen also contains fields for sibling information. “Sibling group size” has a field to indicate a number. Another field records “siblings placed together” and includes the siblings name and record number.
#9 Has Agency Determined Special Needs 1 = Yes 2 = No	2	<u>Frequency Report</u> (n=270): Yes = 267 (99%); No = 3 (1%); Not reported = 0 <u>Program udf AFCARS AH DisabilityInd, Main Routine lines 80 – 83 and 289 - 306</u> The extraction code checks the child tracking special needs record where the special needs indicator is “1” or the “risk now” or “risk later” indicators are “1.” If found, the value of element #9 is set to “yes.” Otherwise it is set to “no.” The extraction code must be modified to check the primary basis indicator and not the other indicators.
#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 Mental, Physical or Emotional Disabilities 5 = Other	2	<u>Frequency Report</u> (n=270): Not applicable = 5 (2%); Race/Original Background = 0; Age = 6 (2%); Sibling group = 0; Medical, etc. = 259 (96%); Other = 0; Not reported = 0 Based on the frequencies in element #9, there should be three records reported as “not applicable” instead of five. The 2010B file shows a match between the number of records reported as “no” in element #9 and “not applicable” in element #10. The 2010A and 2010B files do not contain any records with a primary basis of special need other than age or medical condition or mental, physical or emotional disability. The 2009B file did contain records with the other values. As noted below, the program code is only checking for “age” and a

AFCARS ASSESSMENT REVIEW FINDINGS: Adoption Data Elements

State: South Carolina

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

Data Element	Rating Factors	CB Findings/Notes
		<p>health/mental health category. The State staff indicated that they place several sibling groups and it is possible case workers do not see sibling groups as a barrier to adoption. While this may be the case, if it were selected as a primary basis, the extraction code would not report it. The same is true for race/original background.</p> <p><u>Case File Review Findings:</u> 3 (10%) of the records analyzed did not match what was reported in AFCARS. In the error cases, the reviewers noted the primary basis should have been “membership in a sibling group” instead of “medical conditions or mental, physical or emotional disabilities.”</p> <p><u>Program Code, lines 84 – 85</u> The extraction code searches the adoption child tracking table for the child’s primary basis indicator of “1.” If an action code of “AG (age)” is found, it is mapped to “age” in AFCARS. If any of the following values are found “EP” “HI” “MI” “MR” “OM” “PP” “RC” “SG” or “VI,” this element is set to “medical conditions or mental, physical or emotional disabilities.” Otherwise, this element is set to “not applicable.” These are the only values returned; there is no logic for the AFCARS values of “racial/original background,” “membership in a sibling group” or “other.”</p> <p>The extraction code is incorrectly mapping sibling group to “medical conditions or mental, physical or emotional disabilities.” This would explain the errors found in the case file review.</p> <p>If “race” were identified as a primary basis for special needs it is being incorrectly mapped to “medical, conditions or mental, physical or emotional disabilities.”</p>
#11 – 15		<p>Elements 11 – 15 are incorrectly reported regardless of the primary special need in element #10. These elements are to be reported as “0, does not apply” if the primary special need is other than “4, medical conditions or mental, physical or emotional disabilities.” The conditions below should only be checked and reported if element #10 is “medical conditions or mental, physical or emotional disabilities.”</p>
#11 Mental Retardation	2	<p><u>Program Code, lines 86 - 87</u> The program code checks for “mental retardation” and if it is found, this element is set to “applies.” Otherwise, it is set to “does not apply.”</p>
#12 Visually/Hearing Impaired	2	<p><u>Program Code, lines 88 - 89</u> The program code checks for “visually impaired” or “hearing impaired” and if either is found, this element is set to “applies.” Otherwise, it is set to “does not apply.”</p> <p>The program code incorrectly maps “physical problem” to this element. It should not be mapped to</p>

AFCARS ASSESSMENT REVIEW FINDINGS: Adoption Data Elements

State: South Carolina

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

Data Element	Rating Factors	CB Findings/Notes
		AFCARS because it is not a diagnosis.
#13 Physically Disabled	2	<p><u>Program Code, lines 90 - 91</u> The program code checks for code “PP” and if it is found, this element is set to “applies.” Otherwise, it is set to “does not apply.” However, the value on the screen is “physical problems” not physical disability. This value should not be mapped to AFCARS as it is not possible to determine if there is a diagnosis that meets the definition of this element.</p>
#14 Emotionally Disturbed	2	<p><u>Case File Review Findings: 11 (37%) of the records analyzed did not match what was reported in AFCARS.</u></p> <p><u>Program Code, lines 92 – 94</u> The program code checks for “emotional disturbed” and if it is found, this element is set to “applies.” Otherwise, it is set to “does not apply.”</p>
#15 Other Diagnosed Condition	2	<p><u>Case File Review Findings: 7 (23%) of the records analyzed did not match what was reported in AFCARS.</u></p> <p><u>Program Code, lines 95 - 96</u> The program code checks for “other condition” and if it is found, this element is set to “applies.” Otherwise, it is set to “does not apply.”</p>
#16 Mother's Birth Year	4	<p><u>Screen: Intake/Intake Tab/Person Data</u></p> <p><u>Program Code, lines 97 – 98 and 321 - 322</u> The extraction code obtains the mother’s year of birth from the birth date field on her person record.</p>
#17 Father's Birth Year	3	<p><u>Screen: Intake/Intake Tab/Person Data</u></p> <p><u>Case File Review Findings: 8 (30%) of the records analyzed did not match what was reported in AFCARS. In three error cases, the field should have been blank because there was an unknown father.</u></p> <p><u>Program Code, lines 99 – 103 and 337 - 351</u> The extraction code obtains either the biological or legal father’s year of birth from the birth date field on his person record.</p>
#18 Mother Married at Time of Birth 1 = Yes 2 = No	2	<p><u>Screen: Case, Child Tracking Tab</u> There are three options for the worker to select: yes, no, and unknown.</p> <p>The State should consider changing the option “unknown” to “abandoned” or adding the options of</p>

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

Data Element	Rating Factors	CB Findings/Notes
3 = Unable to Determine		<p>“abandoned” and “parent incapacitated.” If the State’s definition of “unknown” means the worker has/did not obtain the information, then it must be mapped to blank. If the State adds the other two options, they would be mapped to the AFCARS value “unable to determine.”</p> <p>This field needs to be moved from the Case/Child Tracking screen to the person screen or removal screen. This information needs to be collected while the foster care case is open and recorded close to the time of the child’s removal from home or during the completion of an initial family assessment.</p> <p>During conversion this field was populated to “married.” This has been corrected and the worker now must enter the information.</p> <p><u>Frequency Report (n=270):</u> Yes = 208 (77%); No = 44 (16%); Unable to determine = 18 (7%); Not reported = 120 (4%)</p> <p><u>Case File Review Findings:</u> 12 (40%) of the records analyzed did not match what was reported in AFCARS. In four error cases, the response should have been “no” instead of “unable to determine.” In seven error cases, the response should have been “no” instead of “yes.” In one error case, the response should have been “yes” instead of “no.”</p> <p><u>Program udf AFCARS AH MotherMarried, Main Routine lines 105 – 106</u> The extraction code checks the “mother married” indicator from the child’s adoption child tracking table. When the married indicator is “unknown” this element is set to “unable to determine.” When it is not equal to “yes” the value of #18 is set to “no.” Otherwise, this element is set to “yes.” The extraction code must be modified to remove the last else statement and set missing data to blank.</p> <p>The program code should be modified to actually check each of the response options and map it accordingly.</p>
Parental rights termination date elements: #19 - #20		<p><u>Screen:</u> Case/Legal/TPR-Relinquishment This screen contains the fields: Relationship (Legal Father, Biological Father, Mother) and TPR/VR/Death Date.</p> <p>The TPR date is to be the date the judicial determination was made. The State needs to ensure that the information is consistently entered and extracted.</p> <p>See foster care findings for TPR, elements #47 and 48.</p>

AFCARS ASSESSMENT REVIEW FINDINGS: Adoption Data Elements

State: South Carolina

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

Data Element	Rating Factors	CB Findings/Notes
		The only instance in which there may be a missing date is if there was a single parent who is the legal parent and his/her parental rights were terminated.
#19 Date of Mother's TPR	3 2	<p><u>Frequency Report (n=270)</u>: Not reported = 0 (0%); Reported = 270 (100%).</p> <p><u>Case File Review Findings</u>: 1 (3.33%) of the records analyzed did not match what was reported in AFCARS. In the error case, a later date than the one reported was found. While the error rate for this element is below 10%, the importance of having complete data for this element is important. As noted in the foster care findings, the State needs to ensure that there is no missing information for this element.</p> <p>In addition to the above information, the reviewers noted the date of the TPR hearing as well as the date the court order was signed. In most of the cases, the signature dates were two months after the hearing dates. In one case, the signature date was over a year later. As noted in the foster care findings, the State needs to address the timely signature of court orders for TPR to ensure that there is not a significant lapse of time after the hearing before the order is signed.</p> <p><u>Program Code, lines 107 – 108 and 308 - 320</u> The extraction code obtains the birth mother's TPR date from the legal TPR table. The program code should be extracting the last TPR date for a mother and not necessarily checking for a birth mother's date.</p>
#20 Date of Father's TPR	3 2	<p><u>Frequency Report (n=270)</u>: Not reported = 1 (.37%); Reported = 269 (99.63%).</p> <p><u>Case File Review Findings</u>: 2 (6.7%) of the records analyzed did not match what was reported in AFCARS. In the error cases, a later date than the one reported was found.</p> <p><u>Program Code, lines 109 – 113 and 322 - 336</u> The extract code obtains the birth father's TPR date if found, otherwise it finds the legal father's TPR date. The program code should be extracting the last TPR date for a father and not necessarily checking for a birth father's date.</p>
#21 Date Adoption Legalized	4	<p><u>Screen</u>: Case/Legal/Legal The option type selected is "adoption decree" and a date is entered in the date field.</p> <p><u>Frequency Report (n=270)</u>: Not reported = 3 (1%); Reported = 267 (99%) Because there were three records reported as missing an adoption legalization date, this element was rated a "3." There should be no records reported in the adoption file with this data missing.</p>

AFCARS ASSESSMENT REVIEW FINDINGS: Adoption Data Elements

State: South Carolina

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

Data Element	Rating Factors	CB Findings/Notes
		<p><u>Program Code, lines 114 – 115 and 354 – 365</u> The extraction code obtains the date the adoption was finalized from the legal action table where the placement event matches and the legal action code is “AD.”</p>
<p>#22 Adoptive Family Structure</p> <p>1 = Married Couple 2 = Unmarried Couple 3 = Single Female 4 = Single Male</p>	<p>4</p>	<p><u>Screen:</u> Provider – Add, Update, View Relationship Tab/Field: Family Composition</p> <p><u>Program Code, lines 116 – 126 and 366 – 367</u> The extraction code obtains the family structure code from the provider record for the child in the current placement event. The State correctly maps its values to the AFCARS values. If no information is found, this element is correctly set to blank.</p>
<p>#23 Adoptive Mother's Year of Birth</p>	<p>4</p>	<p><u>Screen:</u> Provider – Add, Update, View Relationship Tab/Field: Family Composition</p> <p><u>Program Code, lines 127 – 133 and 368 – 379</u> The adoptive mother’s year of birth is extracted from the date of birth found in the person record for the provider identified as female.</p>
<p>#24 Adoptive Father's Year of Birth</p>	<p>4</p>	<p><u>Screen:</u> Provider – Add, Update, View Relationship Tab/Field: Family Composition</p> <p><u>Program Code, lines 140 – 141 and 380 - 391</u> The adoptive father’s year of birth is extracted from the date of birth found in the person record for the provider identified as male.</p>
<p>#25 Adoptive Mother's Race</p>	<p>2</p>	<p><u>Screen:</u> Intake/Intake Tab/Person Data</p> <p><u>Program Code, lines 142 – 147</u> When the family structure code indicates married couple, unmarried couple or single female the program code extracts the adoptive mother’s race information. Otherwise, the race fields are left blank.</p> <p>See findings for race in foster care element #8.</p>
<p>#26 Adoptive Mother's Hispanic Origin</p> <p>0 = Not Applicable 1 = Yes 2 = No</p>	<p>2</p>	<p><u>Screen:</u> Intake/Intake Tab/Person Data</p> <p><u>Frequency Report (n=270):</u> Not applicable = 0 (0%); Yes = 7 (3%); No = 254 (94%); Unable to determine = 2 (.74%); Not reported = 7 (3%)</p>

AFCARS ASSESSMENT REVIEW FINDINGS: Adoption Data Elements

State: South Carolina

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

Data Element	Rating Factors	CB Findings/Notes
3 = Unable to Determine		<p><u>Program Code, lines 148 – 156</u> The program code incorrectly reports this element as blank if the “adoptive family structure” is “single male.” This element should indicate “not applicable.”</p>
#27 Adoptive Father's Race	2	<p><u>Screen: Intake/Intake Tab/Person Data</u></p> <p><u>Program Code, lines 157 – 163</u> When the family structure code indicates married couple, unmarried couple or single male the program code extracts the adoptive father’s race information. Otherwise, this element is correctly set to blank.</p> <p>See findings for race in foster care element #8.</p>
#28 Adoptive Father's Hispanic Origin 0 = Not Applicable 1 = Yes 2 = No 3 = Unable to Determine	2	<p><u>Screen: Intake/Intake Tab/Person Data</u></p> <p><u>Frequency Report (n=270):</u> Not applicable = 0 (0%); Yes = 1 (.37%); No = 210 (78%); Unable to determine = 2 (.74%); Not reported = 57 (21%); Reported = 213 (79%)</p> <p><u>Program Code:</u> The program code incorrectly reports this element as blank if the “adoptive family structure” is “single female.” This element should indicate “not applicable.”</p>
Relationship to child elements: #29 through #32 0 = Does not Apply 1 = Applies		<p><u>Screen</u> There are two screens being used for the purpose of extracting the information for these elements. These are the provider screen and the placement screen.</p> <p>The State is not reporting all applicable relationships between the adoptive parents and the child. All applicable relationships are to be reported for these elements. For example, elements #31 and 32 should be reported as “applies” if the adoptive parent is a non-related foster parent.</p> <p>The method used to report this information is not complete and could be reported incorrectly if not all applicable fields are completed correctly.</p> <p><u>Program Code, lines 173 – 196 and 392 – 403</u></p>
#29 Relationship of Adoptive Parent to Child - Stepparent	4 2	The value of element #29 is hard coded as “0.” While it is unlikely that this value would be applicable, the extraction code should check for it anyway in the event it does occur.
#30 Relationship of Adoptive Parent to Child - Other Relative	2	The extraction code sets the value of this element to “applies” when any of the following values are found on the child’s provider person association record for the current case and placement event: “V,

AFCARS ASSESSMENT REVIEW FINDINGS: Adoption Data Elements

State: South Carolina

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

Data Element	Rating Factors	CB Findings/Notes
		other relative,” “U, other child,” “Q, cousin” or “I, birth sibling.” If none of these values is found, this element is set to “does not apply.” The program code must be modified to not include “other child.”
#31 Relationship of Adoptive Parent to Child - Foster Parent	2	The extraction code sets the value of this element to “applies” when the provider type is not blank and when the value is not one of the ones found in element #30. The program code needs to be modified to check for one of the following values: “FH, foster home,” “FO, out-of-state foster home,” or “PF, private agency foster home.” <u>Case File Review Findings:</u> 3 (10%) of the records analyzed did not match what was reported in AFCARS.
#32 Relationship of Adoptive Parent to Child - Other Non-Relative	2	The extraction code sets the value of this element to “applies” if there is no provider record for this case and the relationship code on the case person association table is not “V” “U” “Q” or “I.” Otherwise, the value is set to “0.” <u>Case File Review Findings:</u> 25 (83%) of the records analyzed did not match what was reported in AFCARS.
#33 Child Was Placed from 1 = Within State 2 = Another State 3 = Another Country	4	<u>Program Code, line 197</u> The extract code sets this field to “1.” As of the review, this information is accurate. If the State enters into an adoption agreement with families adopting a special needs child through a private adoption agency, then this element must reflect whether the child was placed from another State or not.
#34 Child Was Placed by 1 = Public Agency 2 = Private Agency 3 = Tribal Agency 4 = Independent Person 5 = Birth Parent	4	<u>Program Code, line 198</u> The extract code sets this field to “1.” As of the review, this information is accurate. If the State enters into an adoption agreement with families adopting a special needs child through a private adoption agency, then this element must reflect “private agency.”
#35 Receiving Monthly Subsidy 1 = Yes 2 = No	2	<u>Program Code, lines 199 – 214 and 414 – 454</u> The program checks for a service authorization code of “AM” and service active for dates within the reporting period. If found, the value of element #35 is set to “1.” Otherwise it is set to “2.” Medicaid-only subsidies are incorrectly not being reported in this element. The State needs to add a way to collect information on “Medicaid only” adoption subsidies. <u>Case File Review Findings:</u> 5 (17%) of the records analyzed did not match what was reported in

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

Data Element	Rating Factors	CB Findings/Notes
		AFCARS.
#36 Monthly Amount	2	<p><u>Program Code, lines 215 - 230 and 414 – 454</u> The program code checks for a service authorization code of “AM” and an authorized paid amount greater than zero for dates within the reporting period. If found the value of element #36 is set to the authorized paid amount. Otherwise it is set to “0.” The program code must check for the amount that was entered on the adoption agreement and not the amount that was paid. For Medicaid-only subsidies, report this element as zeros.</p> <p><u>Case File Review Findings:</u> 5 (17%) of the records analyzed did not match what was reported in AFCARS.</p>
#37 Adoption Assistance - title IV-E	2	<p><u>Program Code, lines 231 – 248 and 414 – 454</u> The program code checks for a service authorization funding source of “IV-E” and service active for dates within the reporting period. If found the value of element #37 is set to “1.” Otherwise it is set to “2.”</p> <p>For Medicaid-only adoption agreements, this element must be reported as “no.” This is based on the date the adoption was finalized and the status of the eligibility at that point.</p> <p><u>Case File Review Findings:</u> 6 (20%) of the records analyzed did not match what was reported in AFCARS.</p>