

AFCARS ASSESSMENT REVIEW IMPROVEMENT PLAN: General Requirements

State: South Carolina

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

No.	Requirement	Rating Factor	Findings	Tasks	Estimated Completion Date	Notes
5	The reporting system includes all children who have or had been in foster care at least 24 hours. (Appendix A to Part 1355--Foster Care Data Elements, Section II--Definitions)	2	<u>Program Code, lines 767 - 826¹</u> 1) The extract code selects records where there is at least one full day of foster care service recorded for the reporting period.	<u>Program Code</u> 1) Identify a method to exclude records where the removal episode is 24 hours or less. 1a) Describe the State's solution to resolve this issue. 1b) Make modifications to system as specified. 2) Ensure that modifications to the selection logic sets the date of first removal from home episode to the correct start and end dates for children whose first removal episode was 24 hours or less. This would affect the table that is used for elements #18 and #20.		
11	[D]ata are required to be transmitted by the State on all adopted children for whom the State agency is providing adoption assistance (either ongoing or for nonrecurring expenses), care or services directly	2	<u>Program Code, lines 252 – 288</u> The State pays non-recurring cost for some private adoptions. Mainly these are adoptions handled by a private attorney. The agreement is for the attorney fees and other legal cost. These records are not included in the adoption record.	1) Modify the extraction code to report records where the only involvement by the State is payment for nonrecurring expenses. 2) Ensure that these cases are entered into CAPSS.		

¹ The main AFCARS foster care extract routine is usp_Batch_SWF600MP_HSW500P0_Extract
The main AFCARS adoption extract routine is usp_Batch_SWF600MP_HSW510P0_Extract

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	or by contract or agreement with other private or public agencies. (45 CFR 1355.40(a)(3))			3) Describe, develop, and implement a method to ensure the accurate and timely entry of this data.		
1	Each State's data transmission must include all children in foster care for whom the State title IV-B/IV-E agency has responsibility for placement, care, or supervision (45 CFR 1355.40(a)(2)).	3	There are instances where the agency receives responsibility for care and placement of children that enter through Emergency Protective Custody (EPC) and the State has 24 hours to determine if there is abuse or neglect. In general, these children are in care for several days. These records are not being entered into the information system.	1) Begin entering these records into the system. 2) Ensure that there are no exclusions in the extraction code that would prevent these cases from being excluded.		
8	Include all children who are in the placement, care, or supervision responsibility of the title IV-B/E agency that are on "trial home visits" (Child Welfare Policy Manual, Section 1.3).	3	The State is not including and reporting the records of children returned to their home while still in the agency's responsibility for placement and care.	These children are to be included in the AFCARS population until the agency is dismissed of responsibility for care and placement. See foster care elements #23, 24, and 41 for additional findings regarding technical changes.		
12	The data must be extracted from the data system as of the last day of the reporting period and must be submitted in electronic form as described in appendix C	3	1) The State's extraction includes dates that occur after the end of report period. Data for a "regular" file must include information on the case for that report period. 2) Subsequent data files should	Relevant changes are noted in individual data elements for foster care and adoption.		

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	to this part and in record layouts as delineated in appendix D to this part.		only include information that was relevant for that particular report period and not updated information. (This is not the same as correcting data that was entered incorrectly.)			
21	State transferred historical information on open cases. Specifically, it included information on: date of first removal, total number of removals, and whether the child's mother was married at the time of the child's birth. If the case was open at the time of conversion, information on the number of placement settings was included.	3	<p>The State had a legacy system prior to CAPS. There were several systems for finance, CPS, licensing, legal, and foster care.</p> <p>The State converted all information for all cases (open and closed). The process was automated for information that could be brought over. There also was a manual process of conversion and data clean-up.</p>	<p>1) Continue data clean-up for older cases.</p> <p>1a) As noted in the findings for foster care elements #26 - 40 there were several errors related to the older cases that were open at the time of conversion. The State needs to review these cases and have case workers review the cases and update the record to reflect all the circumstances that contributed to a child's removal from home.</p> <p>2) Incorporate a case file review of the data during the periodic review and regularly scheduled quality assurance reviews of cases.</p> <p>3) Ensure that all financial records are up-to-date, as well as those cases that were converted. Financial data must accurately reflect prior</p>		

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				report periods that are resubmitted.		