No.	Requirement	Rating	Findings	Tasks	Date	Notes
Foster Care Population						
1	For the purpose of foster care reporting, each data transmission must include all children in foster care for whom the title IV-E agency has responsibility for placement, care, or supervision. (45 CFR 1355.40(a)(2)). The [foster care] population to be included in this reporting system includes all children in foster care under the responsibility of the title IV-E agency administering or supervising the administration of the title IV-B Child and Family Services State plan and the title IV-E plan; that is, all children who are required to be provided the assurances of section 422(b)(8) of the Social Security Act. (Appendix A to Part 1355--Foster Care Data Elements, Section II--Definitions).	2	Program Code mwfostdz 1) The program code does not exclude the following situations from the AFCARS foster care reporting population. • Records of children whose only placement is a hospital. • Records of children whose only placement is a locked facility. • Children of minor parents: If a child/youth in foster care is a parent, and their child lives with them, the child is being included if the agency has custody of the minor's child. 2) It is not clear that all youth under DYS are consistently included in the reporting population. 3) Revisions made to the section	Program Code 1) Modify the program code to exclude: a) Records of children whose only placement in the removal episode is a hospital setting. b) Records of children whose only placement in the removal episode is a locked facility (e.g. detention). c) Records of infants/children of a minor parent and both are in foster care and in the same setting. 2) Review and report to the Federal AAR team if the program code is properly identifying all DYS youth in the Department's responsibility. a) Once the above is determined, modify the program code to make the following exclusions: a) Records of children whose only placement in the removal episode is a hospital setting. b) Records of children whose only placement in the removal episode is a locked facility (e.g. detention). c) Records of infants/children of a minor parent and both are in foster care and in the same setting. 3) Make modifications to the	Code 1a) 11/2015 1b) 11/2015 1c) 11/2015 2) OK, 9/2014 2a) 11/2015 2b) 11/2015 2c) 11/2015 3) 11/2015	Program Code 2) MS, 8/2014: MS confirms that the program code is properly identifying all DYS youth in the Department's responsibility

No.	Requirement	Rating	Findings	Tasks	Date	Notes
			regarding FC18 - 21 and possibly 56 - 58 will also affect the selection of the reporting population.	selection logic as needed per changes to the removal episode elements in foster care.		
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	Program Code mwfostdz The extraction code excludes records where the difference between the removal date and the discharge date is one day or less (based strictly on date logic – no time field used).	System 1) Modify the information system by adding either start and end times to the removal episode; or, add an indicator the caseworker selects if at the time of discharge this removal episode was 24 hour less in duration. Program Code 1) Once the system is modified to identify a removal that is 24 hours or less in duration, modify the program code to check the appropriate field.	System 1) 11/2018 Code 1) 11/2018	System 1) CB, 8/2015: Given that this affects the count of number of removals, the agency needs to implement sooner that 2018.
7	[The foster care population] includes youth over the age of 18 if a payment is being made on behalf of the child (CWPM, 1.3). A title IV-E agency that exercises the option to extend assistance to youth age 18 or older must collect and report data to AFCARS on all youth receiving a title IV-E foster care maintenance payment. (ACYF-CB-PI-10-11, Issued July 9, 2010).	~~3~~ 2	The State's age of majority is 18. The State's Policy Manual indicates that the "payment for title IV-E foster care ends one month following a child's eighteenth birthday." The National Resource Center for Child Welfare Data and Technology (NRC-CWDT) conducted a technical site visit in September of 2007. It appears based on the NRC-CWDT's report to the state that the state was claiming title IV-E on youth up to the age of 19. CB, 8/2015: There are records of youth over the age of 18 in the reporting population. As noted in the most recent file, 2015A, there are youth 22 years old being incorrectly reported.	Data Quality 1) Clarify when the state implemented the policy to end claiming for title IV-E on 18 year olds one month after the youth's 18th birthday. 2) Children's Bureau will review the data for accuracy of reporting records of youth over the age 18 per clarification provided by the State. Program Code 1) See FC 56 & 58 for tasks related to youth who turn 18 or who are receiving title IV-E at 18 plus one month. 2) Modify the program code to exclude youth who have been reported as discharged from AFCARS (FC56/58) and who are	DQ 1) OK, 9/2014 2)	Data Quality 1) MS, 8/2014: The state has always used the AFDC rules for claiming for title IV-E on 18 year olds one month after the youth's 18th birthday 2) CB, 8/2015: See findings to left for 8/2015. Program Code 1)

No.	Requirement	Rating	Findings	Tasks	Date	Notes
				over the age of 18 who are not receiving title IV-E.		
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" (CWPM 1.3).	3	For children placed in the home they were removed from and who are still under the agency's responsibility for placement and care, the State's policy is that the agency must review/make a decision within 90 days. At that time they either continue care and placement or request the courts to discharge them from care and placement responsibility.	Children's Bureau will review the data for accuracy of reporting records of children placed in the home they were removed from while under the agency's responsibility for placement and care.		
Adoption Population						
11	For the purposes of adoption reporting, data are required to be transmitted by the title IV-E agency … on all adopted children for whom the agency is providing adoption assistance (either ongoing or for nonrecurring expenses), care or services directly or by contract or agreement with other private or public agencies. (45 CFR 1355.40(a)(3)).	2	Program Code mwadoptz The state technical team indicated that private agency adoptions are not included in the AFCARS report. The extraction code requires that the selected child have a custody record with an outcome equal to "adoption."	Program Code 1) Modify the extraction logic to identify all adoptions the agency has involvement with whether the private agency is in-state or out-of-state, and if only non-recurring costs are paid.	Code 1) 11/2015	Program Code 1) CB, 9/2015: It is not clear where in the program code this correction was made. Also, the State has not provided its plan to ensure that private agency adoptions in which there is state agency involvement are entered into the system.
Technical Requirements						
12	The data must be extracted from the data system as of the last day of the reporting period (45 CFR 1355.40(b)(1)	3	Program Code mwfostdz There are some elements in foster care in which the routine does not include the report period parameters.	Data Quality - Regular files 1) Identify all elements that need to have the report period end date added to them. 2) Children's Bureau will review the foster care element extraction routine and the state's data for accuracy.	DQ 1) 11/2015	
13	The data must be extracted from the data system as of	2	Program Code mwfostdz and mwfostsz	Program Code - Subsequent files 1) Modify the selection logic to	Code 1) 11/2018	Code 1) CB, 9/2014: Since this is a change to

No.	Requirement	Rating	Findings	Tasks	Date	Notes
	the last day of the reporting period (45 CFR 1355.40(b)(1)): For foster care information [subsequent files], the child-specific data to be transmitted must reflect the data in the information system when the data are extracted. (45 CFR 1355.40(b)(2)).		Some information is maintained as history. This is true of legal data, court hearings, TPR history, custody, and placement data. However, there are some items that are not (i.e., diagnosed conditions). Subsequent files may not accurately reflect the events/circumstances of a case. The test cases reflect data that appears to be overwritten. As noted in GR12, not all elements have the report period associated with them and therefore "future" information could be included in a file that is resubmitted for a prior report period.	check for the report period being selected and identity events that occurred prior to the end of that report period. Data Quality - Subsequent files Children's Bureau will review the foster care element extraction routine and the state's data for accuracy.		the extract logic, it should be able to be completed in 2014/2015.
14	The data must be extracted from the data system as of the last day of the reporting period. (45 CFR 1355.40(b)(1)): Adoption data are to be reported during the reporting period in which the adoption is legalized or, at the title IV-E agency's option, in the following reporting period if the adoption is legalized within the last 60 days of the reporting period. For a semi-annual period in which no adoptions have been legalized, the title IV-E agency must report such an occurrence.(45 CFR 355.40(b)(3)).	2	Program Code mwadopdz Regular AD Files The state is only reporting adoptions with a finalization date that occurred in the report period being reported. If the adoption occurred in one report period (i.e., the "A" period) but was entered by the caseworker after the end of the report period, the program code would not extract and report the adoption record in the "B" period. For subsequent AD file reporting since the extraction code only checks on the date of the adoption, it will be included correctly in a subsequent submission. However, it appears the program will incorrectly use the current data rather than the data at the time of the adoption.	Program Code - Regular 1) Identify a method to identify adoption records that were entered after the end of a report period in order to include these records in the next regular submission. Options: either flag those that had been submitted or use the discharge transaction date associated with foster care element #56. Program Code - Subsequent 1) Modify the program selection code to identify only the information that was in existence at the time of the adoption.	Code-R files 1) 11/2015 Code-S files 1) 11/2015	

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15	The title IV-E agency extracts all records based on the transaction date of discharge (foster care element #57) or the date of latest removal (foster care element #21), if the child has not been discharged. (ACYF-PI-CB-95-09, Reissued May 23, 1995 and Technical Bulletin #6, AFCARS Data Extraction)	2	Program Code mwfostdz The extraction code contains comments to the effect that transaction dates are used for the extraction if they are present and if not, then the custody begin and end dates are used. However, the logic to set the work dates to the custody transaction dates is commented out and the dates are populated only with the in-custody date and the custody end date.	Program Code 1) Modify the program code to only use the system-generated transaction date associated with the date the caseworker entered the date of discharge.	Code 1) 11/2015	
21	**General Data Quality** For data to be considered "quality" it must be accurate, complete, timely, and consistent in definition and usage across the entire IV-E agency and State/Tribal service area. The quality of the AFCARS data is assessed by the agency on a regular and continuous basis in order to sustain a high level of quality data. The agency incorporates AFCARS data into its quality assurance/continuous quality improvement plan. The agency involves staff from every level of the organization, and other stakeholders from outside of the agency.	3	Mississippi has had issues with the collection/reporting of AFCARS data. The State has received detailed AFCARS TA from the NRC-CWDT, as well as TA on managing and analyzing data. The State is making progress towards incorporating changes to become compliant with AFCARS. The State has shown a commitment to the CQI process and CQI staff participated in the AAR. The agency needs to continue building upon what it has started as well as integrating AFCARS tools presented during the review into its CQI process. There are several areas identified in the review of individual elements that requires additional training. One of the findings from the case file review is the inconsistent use of some fields and dates. The agency needs to ensure that all data fields are used consistently in order to have reliable and comparable data.	1) Describe, develop, and implement a method to ensure the accurate and timely entry of the AFCARS data; including but not limited to supervisory oversight and management reports. 1a) In the above plan, address how supervisors ensure accurate data entry. 2) Describe how the agency will monitor the accuracy of AFCARS data, including completeness of the data and timely entry of the data, over time.		MS, 8/2014: Data quality will also be an ongoing training effort with the current practice and SACWIS and the developing SACWIS. 1a) MS, 5/2015: Supervisors review cases at case openings and defined intervals to ensure all data are entered timely and accurately such as at the time of development of the FSP (Family Service Plan), SAR (Supervisory Administrative Review), and county conferences. Additionally, cases are reviewed for data accuracy prior to case closure. The most noted foster care and adoption errors are found in the AFCARS User Guide that is accessible to all caseworkers and supervisors to use as a tool to review and correct AFCARS data entry errors. 2) The CQI Unit requests AFCARS trial run files routinely from MIS to examine all data elements. From those trial runs, AFCARS exception reports (and charts) are created and are used to identify problematic errors, monitor the case worker's timely entries of data, analyze

No.	Requirement	Rating	Findings	Tasks	Date	Notes
			Caseworkers receive training on the system when they begin work with the agency. System related training should occur on a regular basis. There were cases that were in the review sample that demonstrates a need for increased consistent QA review of the information entered into the system. Data reported to AFCARS in some instances did not properly reflect policy/practice. There needs to be increased supervisory oversight and monitoring to ensure the information entered into MACWIS is done in a timely manner and accurately reflects the activities of the case. There also is not a regular process in place to audit for duplicate cases. It was noted that a case may have been open for some time under two different record numbers before it discovered. The State team also indicated it to be difficult to merge the data once that much time had elapsed and know which record contains the correct information. The State needs to make better use of the AFCARS frequency report in conjunction with the AFCARS Data Quality Utility. The agency also needs to develop more management reports that provide information on AFCARS and if the	3) Describe how the title IV-E agency utilizes management reports and the data in its analyses. Provide brief examples. 4) Describe how the agency will incorporate the information collected in AFCARS as part of its monitoring and quality assurance process in order to ensure accuracy of the data. 5) Include system and importance of data quality training in the agency's training for staff and include in the State's training plan (in the State's title IV-B, Child and Family Services Plan and Annual Progress and Services Report). 5a) What ongoing training exists for caseworkers regarding the information system?		and target errors from raw data along with trends. From these analyses, trends of data entry errors are identified and management as well as county staff is notified via emails and one on one contact with caseworkers and supervisors. The exception reports are posted internally weekly and/or monthly for all users to access. 3) The CQI Unit analyzes trial run exception reports biweekly and monthly to determine and assess data inaccuracies. Upon completion of analysis, caseworkers and/supervisors are contacted for corrective action. Example: If an element has any data quality errors, including missing data, the CQI Unit will provide a report that identifies the region/county along with the caseworker's name and their supervisor's name to management. Corrective action is implemented for compliance before the data submission to ACF. An example of such a report is records missing case plan goal (FSP) and missing placements. 4) The CQI unit will continue to analyze AFCARS raw data and provide trend analysis to management and county staff. The CQI unit will also continue to guide users on understanding AFCARS with the use of the AFCARS User Guide. 5) This information will be included in the APSR. To ensure the accuracy of the data, the Training Unit will continue to incorporate AFCARS introduction/training for new caseworkers going through child

No.	Requirement	Rating	Findings	Tasks	Date	Notes
			data makes sense. AFCARS data should also be part of an ongoing CQI process both for data quality but also as part of the data used to measure the effectiveness of the state's programs. In general, the State is not defaulting to a valid AFCARS value when no information was entered into the system. There are a couple elements though that do have a default that must be corrected. Consider using terminology other than "unable to determine." Additionally, there were some elements (specifically the diagnosed conditions) that require a system modification as well as an extraction code change.			welfare professional development. 5a) At this time, ongoing training methods of AFCARS are being discussed and will be developed.
22	**Data Conversion** The information system has the capability of recording historical information, as applicable. This primarily applies to closed cases, if the agency did not convert all cases (open and closed), that re-open after conversion, and these cases must be entered into the system. The title IV-E agency transfers historical information on open cases. Specifically, it includes	3	The State did operate a system prior to implementing Mississippi Automated Child Welfare Information System (MACWIS). Based on technical assistance provided by the NRC-CWDT in September, 2007 there were continuing issues with conversion from the legacy system to MACWIS. At the time, 90% of the records indicated only one removal episode. Also, a finding in the NRC-CWDT's report indicates "The program code refers back to the legacy system files for case history, which is acceptable; however, there		11/2018	

No.	Requirement	Rating	Findings	Tasks	Date	Notes
	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 is included.		appear to be defaults if the information is not found. This is one area that will require further investigation by Mississippi and NRC-CWDT staff." NRC-CWDT TA Report 2/4/2008: State staff indicated not all of this information was converted from the legacy system and that there is not a way to enter this historical information in MACWIS. Review of the program code revealed that there is a check in the code of the legacy system file. If no removal history is found, the total number of removals is set to one. Program Code: The Federal team's findings were similar to those of the NRC-CWDT's. The extraction code frequently references a table named AFCARS prior history. This table is referred to in at least one program comment as "legacy" data. The information as to whether the child was previously adopted is one of these elements. Also, removal episodes were not converted and are stored in the table. The agency intends to develop a new statewide case management information system. As part of the planning and development of that system, the agency needs to			

No.	Requirement	Rating	Findings	Tasks	Date	Notes
			determine if they are going to continue maintaining a separate database for the legacy data or if it will be converted to the new system.			

Data Element	Rating	Findings	Tasks	Date	Notes
5. Date of Most Recent Periodic Review (if applicable)	3	**Data Quality** *Frequency Report (n=4,807):* There is one record with a review in 2005; 14 were in 2011; and 799 (17%) as blank. *Case File Review Findings:* There were 7 (10%) records that did not match what was reported to AFCARS.	Children's Bureau will monitor the data for accuracy. See General Requirements (GR) 21.		MS, 8/2014: DFCS is not aware of an issue with this element. Children who leave care prior to 6 months, will not have a Periodic Review and element will report as blank. Please advise
6. Date of Birth	3	**Data Quality** *Frequency Report (n=4,807):* There is one record with 1984 as a year of birth; nine in 1991; 44 in 1992; and, 96 in 1993. *Case File Review Findings:* There were two records that did not match what was reported to AFCARS.	Program Code: See FC 56 and 58 for changes to the program code for the accurate reporting of youth older than 18.		
10. Has the Child Been Clinically Diagnosed with a Disability(ies)? 1 = Yes 2 = No 3 = Not Yet Determined	2	Screen: Demographics/Medical Conditions 1) The responses to "Has Child Been Diagnosed with a Disability?" are yes and no. 2) There is no link between this section and the Case/Medical section where exams are recorded. Program Code: MWFOSTDZ 1) The program code identifies a "U" but the system currently does not include this option. (State policy is that an initial health assessment is done within 72 hours of the child's removal from home and a comprehensive exam is to be within 30 days.) The agency's data is representing a false "no." See the case file findings.	Screen 1) Verify if the field is preset to "no." If so, modify the field so that it is preset to blank. 2) Modify the system to consolidate this information into one central location that includes all health information. Program Code 1a) Modify the program code to only check for a "U" for report periods prior to the change in options. 1b) Modify the program code and/or the system to determine if the child has not been seen within the specified period of time set by agency policy.	Screen 1) 8/2014 OK, 9/2014 2)11/2018 Code 1a) 11/2015 1b) 11/2018	Screen MS, 8/2014: DFCS confirms that this field is not preset to "No". 2) Code 1a) 1b) CB, 8/2015: The program code needs to be modified prior to Nov. 2018. The task should be completed by now.

Data Element	Rating	Findings	Tasks	Date	Notes
		2) The program code is not checking for an exam date associated with diagnosed conditions. Data Quality *Frequency Report (n=4,807):* Yes = 459 (10%); No = 4,341 (90%); Not Yet Determined = 0; Not reported = 7 (.15%) *Case File Review Findings:* There were 33 (49%) records that did not match what was reported to AFCARS. In all cases, the response should have been "yes" instead of "no." There were several records in the sample of children living in a therapeutic setting (foster home, group home, etc.) and there was no information reported to AFCARS for diagnosed conditions.	2) Modify the routine to check for dates associated with a diagnosis compared to an exam date and based on the report period being extracted. If a diagnosis that is reportable to AFCARS is still active as of the end of the report period, set FC10 to "yes." Data Quality See General Requirements (GR) 21. Children's Bureau will monitor the data for accuracy.	2) 11/2018	2)
11. Mental Retardation 12. Visually or Hearing Impaired 13. Physically Disabled 14. Emotionally Disturbed 15. Other Medically Diagnosed Conditions Requiring Special Care 0 = Condition Does Not Apply 1 = Condition Applies	2	Screen: Demographics/Medical Conditions 1) See findings for FC10 regarding the linkages of this information to the Case/Medical section. 2) There are no date fields for a diagnosis. 3) Based on the case file review, there are diagnoses that children in care have that are not listed on the Demographics/Medical Conditions screen. Some of this information is being stored via narrative and not put into the database. 3a) There are no options for cognitive	Screen 1) See FC10 2) Modify the system to include the start and end date of a diagnosed condition. 3) Modify the system by adding and/or changing: a) Add cognitive developmental delays and other cognitive impairments.	Screen 1) 11/2018 2) 11/2018 3a) 11/2018	Screen 1)

Data Element	Rating	Findings	Tasks	Date	Notes
		developmental delays or other cognitive impairments. 3b) There are no specific visual or hearing diagnoses listed. The IEP list includes blindness and deafness. 3c) There are no options for developmental delays affecting motor skills.	b) Evaluate whether the current options for visual and hearing impairment are enough or if workers are recording specific conditions in the narrative fields. If applicable, make changes to include more detailed visual and hearing diagnoses. c) Add conditions reflecting developmental delays affecting motor skills. 4) Remove the option "other."	3b) 11/2018 3c) 11/2018 4) 11/2018	
		Program Code: MWFOSTDZ 1) For elements 11 – 15, there are IEP codes that are not mapped to AFCARS but are relevant diagnoses. 2) The program code does not include the following: Conduct Disorder; Bi-polar; Clinical Depression; and, Schizophrenia. 3) "Asthma," "bronchitis" or "sinusitis" are included in the medical record's respiratory code.	Program Code 1) Modify the program code to check the IEP fields and map conditions to the appropriate AFCARS elements. 1a) Include in the mapping for FC15 Autism and Asperger's. 2) Map the following to FC14: a) Conduct Disorder. b) Bi-polar. c) Clinical Depression. d) Schizophrenia. 3a) Map Asthma to FC15 only if it is severe enough to affect activities of daily living.	Code 1) 11/2018 2a) 11/2018 2b) 11/2018 2c) 11/2018 2d) 11/2018 3a) 11/2018	Code 1a) CB, 8/2015: The program code needs to be modified prior to Nov. 2018. The task should be completed by now. 2a) CB, 8/2015: The program code needs to be modified prior to Nov. 2018. 2b) CB, 8/2015: The program code needs to be modified prior to Nov. 2018. 2c) CB, 8/2015: The program code needs to be modified prior to Nov. 2018. 2d) CB, 8/2015: The program code needs to be modified prior to Nov. 2018. 3a) CB, 8/2015: The program code needs to be

Data Element	Rating	Findings	Tasks	Date	Notes
					modified prior to Nov. 2018.
			3b) The conditions bronchitis and sinusitis should not be mapped to AFCARS.	3b) 11/2018	3b) CB, 8/2015: The program code needs to be modified prior to Nov. 2018.
		4) The options "allergy-drugs," "allergy-nuts," "allergy-general," "allergy-meats" are listed.	4) The following: "allergy-drugs," "allergy-nuts," "allergy-general," "allergy-meats" are not to be reported to AFCARS.	4) 11/2018	4) CB, 8/2015: The program code needs to be modified prior to Nov. 2018.
		5) If "attention-deficit" or "beh-difiance" is found in the behavior disorder code, they are mapped to FC15. The conditions "attention-deficit" and "beh-difiance" were correctly mapped to FC14.	5) Remove the inclusion of "attention-deficit" and "beh-difiance" from FC15.	5) 11/2018	5) CB, 8/2015: The program code needs to be modified prior to Nov. 2018.
		6) The program code is not mapping "seizure disorder," "fetal alcohol," and "fetal drug" to FC15.	6) Add the following to FC15: a) Seizure disorder. b) fetal alcohol c) fetal drug.	6a) 11/2018 6b) 11/2018 6c) 11/2018	6a) CB, 8/2015: The program code needs to be modified prior to Nov. 2018. 6b) 6c)
		7) "Other" and hepatitis are mapped to FC15.	7) Remove "other" and hepatitis from AFCARS reporting.	7) 11/2018	7) CB, 8/2015: The program code needs to be modified prior to Nov. 2018.
		Data Quality FC11 Case File Review Findings: There were 5 (7%) records that did not match what was reported to AFCARS. FC14 Case File Review Findings: There were 31 (46%) records that did not match what was reported to AFCARS. FC15 Case File Review Findings: There were 13 (19%) records that did not match what was reported to AFCARS			

Data Element	Rating	Findings	Tasks	Date	Notes
16. Has this Child Ever Been Adopted? 1 = Yes 2 = No 3 = Unable to Determine	3	*Data Quality* *Frequency Report (n=4,807):* Yes = 104 (2%); No = 4,283 (89%); Unable to Determine = 412 (9%); Not reported = 8 (.17%) *Case File Review Findings:* There were 5 (7%) records that did not match what was reported to AFCARS.	See General Requirements (GR) 21. Children's Bureau will monitor the data for accuracy.		MS, 8/2014: No modifications are needed to system or code. This is data quality issue due to data entry. Recommendation for training will be sent to the training unit by March 31, 2015 ~~MS, 6/2015: (8/27/2014) Program code and screen changes made. See program code ZTFOSTDZ from line # 190 to line # 215.~~
17. If Yes, How Old was the Child when Adoption was Legalized? 0 = Not Applicable 1=less than 2 years old 2=2-5 years old 3=6 to 12 years old 4=13 years or older 5 = Unable to Determine	~~2~~ 3	Screen: Intake & Demographics 1) The option "unable to determine" can be selected if the response to the question on the screen is "yes" (has child ever been adopted). Program Code: MWFOSTDZ The program code does not verify if the response to element #16 is "unable to determine." Also, see finding for the screen. Data Quality *Frequency Report (n=4,807):* Not applicable = 4,283 (89%); Unable to determine = 10 (.21%); Age categories = 94; Not reported = 420 There is an inconsistency in the numbers reported for this element and FC16. *Case File Review Findings:* There were 8 (12%) records that did not match what was reported to AFCARS.	Screen 1) Modify the field to disable the option "unable to determine" when "yes" is selected for child adopted. Program Code 1) The program code must only report "unable to determine" if the response to FC16 is also "unable to determine."	Screen 1) ~~5/2015~~ 8/2014 C, 8/2015 Code 1) ~~5/2015~~ 8/2014 C, 8/2015	Screen 1) MS, 6/2015: Screen shots attached for screen changes. User will no longer be able to select unable to determine for this element when element 16 is Yes or No. Unable to determine is prepopulated for this element when element 16 is unable to determine. When element 16 is No, this element is set to blank Code 1) MS, 6/2015: See program code ZTFOSTDZ from line # 445 to line # 445 and program code ZTFOSTDZ from line # 4390 to line # 4480
Removal Episodes General items affecting 18-21 and 56 - 58		Program Code: MWFOSTRZ 1) The program code is incorrectly linking removal episodes that occur on the same day or the next day after a discharge and considering these as one continuous episode. If there is an	Program Code 1) Modify the program code to not combine this situation and to report the second event as a new removal.	Code 1) 11/2018	Program Code 1) MS, 8/2014: Is there a case example of this? This may have been a jurisdiction change where the system populations a custody end date and start date for the same day but with another COR (County of Responsibility). These records

Data Element	Rating	Findings	Tasks	Date	Notes
		actual court order that dismissed the agency's responsibility for placement and care, then the second episode is a new episode and must be treated as such.

2) There are other routines that may need further evaluation to determine if they explain errors found in the case file review and the test deck results. It may be that these routines need to be used to flag the record in error and for a caseworker to research the removal history of the child. | 2) Evaluate/modify the section of code that addresses elements 18 – 21 and rewrite. | 2) 11/2018 | are considered continuous custody episodes. CB, 9/2014: This is in the extract code and was discussed during the onsite and included the State's contractor. It was determined during the Wednesday discussion that this section of the code must be fixed. There were issues, as noted, that affects several elements and the conclusion was that this section needs to be corrected. CB, 8/2015: Given the importance of these elements, the program code needs to be modified prior to Nov. 2018. |
| 18. Date of First Removal from Home | 2 | Program Code MWFOSTRZ 1) If the first-ever removal from home is an episode that was 24-hours or less in duration, the program code incorrectly does include the date of that episode for this element. See GR5 regarding corrections for 24 hour removals.

2) If the only placement during the first removal episode was a hospital, the date of that episode is incorrectly selected as the first removal date. See GR1 findings.

3) If the only placement during the first removal episode was a locked facility, the date of that episode is incorrectly selected as the first removal date. See findings for GR1.

4) If in the first removal the child's | Program Code 1) Make modifications for the extraction of FC18 per changes in GR5. For multiple removal episodes, if the first removal from home was 24 hours or less, then the program code must report the start date of the next episode that meets the AFCARS removal criteria.

2) Modify the program code to ignore the initial removal episode if the only placement was a hospital.

3) Modify the program code to ignore the initial removal episode if the only placement was a locked facility.

4) Modify the program code to check | Code 1) 11/2018

2) 11/2018

3) 11/2018

4) 11/2018 | Program Code 1)

2) CB, 8/2015: Given the importance of this element, the program code needs to be modified prior to Nov. 2018. This needs to be completed this year.

3) CB, 8/2015: Given the importance of this element, the program code needs to be modified prior to Nov. 2018. This needs to be completed this year.

4) CB, 8/2015: See prior comments. |

Data Element	Rating	Findings	Tasks	Date	Notes
		initial placement was a hospitalization and the child subsequently enters a foster care setting within the scope of title IV-E, the date of the first removal episode is incorrectly reported as the "custody."	if the first removal from home began with a hospitalization, and if so, then to report as the date in FC18 the start date of the first foster care placement.		
		5) If in the first removal the child's initial placement was a detention facility and the child subsequently enters a foster care setting within the scope of title IV-E, the date of the first removal episode is incorrectly reported as the "custody" date.	5) Modify the program code to check if the first removal from home began with a locked facility, and if so, then to report as the date in FC18 the start date of the first foster care placement.	5) 11/2018	4) CB, 8/2015: See prior comments.
		Data Quality *Frequency Report (n=4,807):* There is a date of first removal of 1988; making the individual 22/23 and not eligible to be in foster care. There are two records with a year of 1993. *Case File Review Findings:* There were 6 (9%) records that did not match what was reported to AFCARS.			
19. Total Number of Removals from Home To Date	2	Program Code MWFOSTRZ 1) If the current removal date is the same as the discharge date, and the total number of removals is greater than one, the count is reset by subtracting one from the removal total. If the total is zero, then it is reset to one and then the program code checks the custody record.	Program Code 1) This routine needs to be re-evaluated in context to notes/tasks in the general section for removal episodes (above).	Code 1) 11/2018	Code 1) CB, 8/2015: Given the importance of this element, the program code needs to be modified prior to Nov. 2018. This needs to be completed this year.
		2) If the adjusted removal date (with the in-custody date) the current removal and the first removal dates are the same, but the number of	2) This routine needs to be re-evaluated in context to notes/tasks in the general section for removal episodes (above).	2) 11/2018	2) CB, 8/2015: See prior comments.

Data Element	Rating	Findings	Tasks	Date	Notes
		removals is more than one, the program code subtracts 1 to adjust the number of removals. Then it reads the next custody record. When a custody record is found that indicates a new custody episode, the total number of removals is incremented by "1" and the record is not read again. 3) In the final editing logic to format the field for output it is reset to"1" if it is still zero. It should be set to blank because there has to have been a custody/placement date in order for the record to be appearing in the AFCARS file. There may actually be other episodes. 4) Removal episodes that are less than 24-hours are incorrectly included in the removal count. See the findings for GR5. 5) In instances where the child's only living arrangement is a hospital or detention (locked facility) at the time the title IV-B/IV-E agency obtains responsibility for placement and care, the program code incorrectly includes these records in the number of removal episodes. Data Quality *Frequency Report (n=4,807):* There are 4,090 (85%) records with one removal episode. *Case File Review Findings:* There were 2 (3%) records that did not	3) This routine needs to be re-evaluated in context to notes/tasks in the general section for removal episodes (above). 4) Modify the program code to exclude from the number of removals episodes that are 24 hours or less. 5a) Modify the program code to exclude removal episodes from the number of removals in which the only placement was a hospital. 5b) Modify the program code to exclude removal episodes from the number of removals in which the only placement was a locked facility.	3) 11/2018 4) 11/2018 5a) 11/2018 5b) 11/2018	3) CB, 8/2015: See prior comments. 5) CB, 8/2015: See prior comments.

Data Element	Rating	Findings	Tasks	Date	Notes
		match what was reported to AFCARS.			
20. Date Child was Discharged from Last Foster Care Episode	2	Program Code MWFOSTRZ 1) If a previous discharge date is found, and it is equal to the current removal date, the date is adjusted by subtracting one day so that it is a day prior to the current removal. If the total number of removals is less than or equal to "1," the discharge from last episode is set to blanks. 2) If there was a prior removal episode that was 24-hours or less, and the child later re-enters foster care, the end date of the previous 24-hour episode is incorrectly reported for this element. 3) If the child's prior removal episode only contained a placement that was a hospital, the end date of this episode is incorrectly reported for this element. 4) If the child's prior removal episode only contained a placement that was a secure setting, the end date of this episode is incorrectly reported for this element. Based on test cases not certain. Can't tell from the code. Data Quality *Frequency Report (n=4,807):* There are 4,090 records reported as blank. *Case File Review Findings:* There were 3 (5%) records that did not match what was reported to AFCARS	Program Code 1) This routine needs to be re-evaluated in context to notes/tasks in the general section for removal episodes (above). 2) Modify the program code to check if the prior removal episode was 24 hours or less. Report the discharge date of the most recent prior episode that was not an episode that was 24 hours or less in duration. 3) Modify the program code to ignore a previous removal episode if the only placement was a hospital. Use, if applicable, the removal episode prior to that one. 4) Modify the program code to ignore a previous removal episode if the only placement was a locked facility. Use, if applicable, the removal episode prior to that one.	Code 1) 11/2018 2) 11/2018 3) 11/2018 4) 11/2018	Code 1) CB, 8/2015: Given the importance of this element, the program code needs to be modified prior to Nov. 2018. This needs to be completed this year. 2) 3) CB, 8/2015: See prior comments. 4) CB, 8/2015: See prior comments.
21. Date of Latest Removal	2	Program Code MWFOSTRZ	Program Code	Code	Code

Data Element	Rating	Findings	Tasks	Date	Notes
from Home		1) As noted in the general section for removal episodes, there are issues with the routine used to identify dates associated with a removal episode. There is a routine for this element that if no removal date is found the element is set to blanks. This should not occur because if the record was identified as part of the foster care reporting population, then there should be a date.	1) This routine needs to be re-evaluated in context to notes/tasks in the general section for removal episodes (above).	1) 11/2018	1) CB, 8/2015: Given the importance of this element, the program code needs to be modified prior to Nov. 2018. This needs to be completed this year.
		2) If in current removal episode the child is initially placed in a hospital then is placed in a foster care setting within the scope of title IV-E, the date of the foster care placement is not correctly reported as the date of the date of removal from home.	2) Modify the program code to check if the current removal from home episode began with a hospitalization, and if so, then report the date in FC21 the start date of the first foster care placement.	2) 11/2018	2) CB, 8/2015: See prior comments.

3) CB, 8/2015: See prior comments. |
| | | 3) If in the current removal episode the child is initially placed in a detention facility then is placed in a foster care setting within the scope of title IV-E, the date of the foster care placement is incorrectly reported as the date of the removal from home.

Data Quality
Frequency Report (n=4,807): There is a date of latest removal of 1988; making the individual 22/23 and not eligible to be in the AFCARS foster care.
Case File Review Findings: There were 5 (7%) records that did not match what was reported to AFCARS. | 3) Modify the program code to check if the first current from home began with a locked facility, and if so, then report the date the first foster care placement setting began as the date in FC21. | 3) 11/2018 | |
| 22. Removal Transaction | 2 | Program Code MWFOSTRZ | System/Program Code | 8/22/14 | 1) MS, 8/2014: The system already captures |

Data Element	Rating	Findings	Tasks	Date	Notes
Date 57. Foster Care Discharge Transaction Date	3	It does not appear that a system generated date is used for FC22. Program Code: MWFOSTRZ The foster care discharge date is set to the discharge timestamp, if present, of the discharge record selected for element #56. Otherwise it is set equal to the discharge date. Also, see the findings for GR15.	Modify the system to have a single transaction date associated with the date of removal data entry and one for the entry date for the discharge date. Also, see the tasks for GR15.		this date. Records entered prior to the implementation of the start date transaction date will not have a this date CB, 9/2014: CB will reassess when we get the next update.
Placement Information FC 23, 24, & 41		Screen: Case/Placement 1) The type of setting list is very extensive.	Screen 1) The agency may want to re-evaluate if it can be broken into smaller lists and by facility type (i.e., don't include foster homes and group homes on the same list). 2) The State needs to ensure caseworkers enter all locations of a child (summer camps, respites, runaways, etc.) in the system.	11/2018	 2) MS, 8/2014: The state already has policy and training addressing this.
23. Date of Placement in Current Foster Care Setting	2	Program Code MWFOSTRZ 1) If the current placement is the child's own home, detention for less than a day, a hospital for less than 30 days, runaway, or respite (subsequent to the first placement), it is bypassed. If any of these circumstances is the most recent placement found, the previous placement date will be used for element #23. This routine is only correct for respites.	Program Code 1a) Modify the program code to include placements in the child's home if the agency still has placement and care of the child. FC23 should be the date the child was placed in his/her own home. 1b) Modify the program code report the start date of detention (or other locked facility) regardless of the how many days the child is there. 1c) Modify the program code to include "runaway" and set FC23 to the day the child ran away.	Code 1a)11/2018 1b) 11/2018 1c) 11/2018	Code 1) CB, 8/2015: Given the importance of this element, the program code needs to be modified prior to Nov. 2018. This needs to be completed this year. 1b) CB, 8/2015: Given the importance of this element, the program code needs to be modified prior to Nov. 2018. This needs to be completed this year. 1c) CB, 8/2015: See prior comments. 1d) CB, 8/2015: See prior comments.

Data Element	Rating	Findings	Tasks	Date	Notes
			1d) Modify the program code to exclude hospital stays that are 19 days or less.	1d) 11/2018	
			1e) Report the start date of hospitalizations that are more than 19 days.	1e) 11/2018	1e) CB, 8/2015: See prior comments.
			1f) For both a hospitalization and detention, if the child returns to the same provider setting afterward, this is considered a new placement and the date the child entered the placement is used for FC23.	1f) 11/2018	1f) CB, 8/2015: See prior comments.
			1g) For children who were either on runaway or a "trial home visit" return to the same foster care setting they were in, then the original start date of that setting is to be reported to element #23.	1g) 11/2018	1g) CB, 8/2015: See prior comments.
		2) In regard to institutions with several cottages on their campus, the agency may be incorrectly reporting the date for FC23.	2) Modify the program code to check if the placement move is to another "cottage" on the same campus, and if so, do not change the date reported in FC23.	2) 11/2018	2) CB, 8/2015: See prior comments.
		3) The program code incorrectly reports a new date if the status of a foster care setting changes (e.g., a foster home that becomes a pre-adoptive home).	3) Modify the program code to report the date the placement actually began.	3) 11/2015	3) MS, 1/30/15 - The program code will be modified and changes reported 11/2015
		Data Quality *Frequency Report (n=4,807):* There are 124 records missing a placement date.	Data Quality Ensure that caseworkers enter the return to the removal home as a placement for those children still in		

Data Element	Rating	Findings	Tasks	Date	Notes
		Case File Review Findings: There were 8 (12%) records that did not match what was reported to AFCARS.	the agency's responsibility for placement and care.		
24. Number of Previous Placement Settings During this Removal Episode	2	Program Code: MWFOSTRZ 1) This element is initialized to zero.	Program Code 1) Modify the program code to initialize this field to blank. 1a) Modify the program code to set this element to zero when runaway is the only placement.	Code 1) 11/2018 1a) 11/2018	Code 1) CB, 8/2015: Given the importance of this element, the program code needs to be modified prior to Nov. 2018. This needs to be completed this year.
		2) The program code incorrectly excludes a placement in detention that is for less than a day.	2) Modify the program code to increment the placement for detention regardless of the length of stay.	2) 11/2018	2a) CB, 8/2015: Given the importance of this element, the program code needs to be modified prior to Nov. 2018. This needs to be completed this year.
		3) The program code excludes hospital stays that are less than 30 days.	3) Modify the program code to count hospital stays that are for more than 19 days.	3) 11/2018	3) CB, 8/2015: See prior comments.
		4) Respites are incorrectly included in the placement count if it is the first placement. See notes in element 41.	4) Exclude respite from the number of placements.	4) 11/2018	4) CB, 8/2015: See prior comments. 5) CB, 8/2015: See prior comments.
		5) The program code is incorrectly reporting an increase in placements when there was a change in the status of the placement.	5) If the foster care setting remains the same but the status of the foster parents, or the facility changes, modify the program code to not count the change.	5) 11/2018	
		6) The program code is incorrectly counting moves from one cottage to another. However, if there is a move between two different facility types (i.e., a group home to an institution) then this would be a placement change and is to be counted. Data Quality *Frequency Report (n=4,807):* There	6) Modify the program code to not increment the placement count when the child moves from one "cottage" to another on the same campus.	6) 11/2018	6) CB, 8/2015: See prior comments.

Data Element	Rating	Findings	Tasks	Date	Notes
		are 124 records reported as blank. *Case File Review Findings:* There were 29 (43%) records that did not match what was reported to AFCARS.			
25. Manner of Removal from Home for Current Removal Episode 1 = Voluntary 2 = Court Ordered 3 = Not Yet Determined	2	Program Code: MWFOSTRZ, LNs <u>1338 – 1992</u> 1) The program code extracts the most recent removal type code from the child's custody table. The program code extracts the latest of voluntary or court order. <u>Data Quality</u> *Frequency Report (n=4,807):* Voluntary = 16 (.33%); Court Ordered = 4,791 (99.67%%); Not Yet Determined = 0; Not reported = 0	<u>Program Code</u> 1) Modify the program code to check if the original manner of removal was voluntary. If so, it is to be reported as voluntary even if the agency obtains a court order to maintain care and placement responsibility.	<u>Code</u> 1) 11/2018	<u>Code</u> 1) CB, 8/2015: This task can be completed sooner.
Actions or Conditions Associated With Child's Removal 0=Does not Apply 1=Applies #26 Physical Abuse #27 Sexual Abuse #28 Neglect #29 Parent Alcohol Abuse #30 Parent Drug Abuse #31 Child Alcohol Abuse #32 Child Drug Abuse #33 Child Disability #34 Child's Behavior Problem #35 Death of Parent #36 Incarceration of Parent #37 Caretaker Inability to Cope Due to Illness or Other Reasons	3	<u>Screen:</u> Case/Reasons for Services There are sections on this tab for Child Specific; Parent/Caretaker Specific; Family Specific; Maltreatment; and, a section for discussion. There are items listed in the other sections of this screen that could have been present at the time the child was removed from home and been a contributing factor (e.g., exploitation, emotional abuse, and domestic violence). <u>Data Quality</u> *Frequency Report (n=4,807):* There are 195 records reported as blank in each element. *Case File Review Findings:* Nearly every element had errors identified. These were items identified as contributing factors to the child's	The agency may want to review all reasons contributing to a child's removal from home and determine if there items that could be added to the screen. Also, there are items now that the agency may want to consider mapping to AFCARS. If an infant enters foster care under the Safe Haven program, indicate "applies" for FC39, relinquishment. Children's Bureau will monitor the data for accuracy.	11/2015	

Data Element	Rating	Findings	Tasks	Date	Notes
#38 Abandonment #39 Relinquishment #40 Inadequate Housing		removal and placement in foster care.			
41. Current Placement Setting 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	2	Program Code MWFOSTRZ 1) The program code is incorrectly excluding locked placements that are for less than one day. 2) The program code is excluding hospital placements that are 30 days or less. 3) If a child is placed in a setting that is on a campus, then the actual type of setting is to be reported (i.e., if it is a group home or a foster home or an institution). 4) There were issues in the method used to identify a "pre-adoptive" home. 5) There were several identified issues with the collection of placement information. See the findings document for additional information. One example is "Child-specific," as a placement type category this is vague. 6) It appears from the mapping that ICPC – Incoming are included. 7) CO Non Licensed Non-Relative is incorrectly mapped to foster family - relative.	Program Code 1) Modify the program code to include a locked facility (detention) regardless of the length of stay. 2) Modify the program code to check for 19 days instead of 30. 3) Modify the program code to report a child's actual placement when the setting is part of a larger facility. 4) Modify the program code to identify if the foster home is a "pre-adoptive" home. 5) Re-evaluate the list and method of recording placements. The agency discussed needed changes to both the system and the extraction code. Make modifications to the system to improve the recording of this information. 6) Confirm if this is the case or not. 7) Map "CO Non-licensed Non-Relative to "foster home (non-relative).	Code 1) 11/2015 2) 11/2015 3) 11/2015 4) 11/2015 5) 11/2018 6) 8/2014 OK, 9/2014 7) 11/2015	Code 1) 2) 3) 4) 5) 6) <u>MS, 8/2014</u>: MS confirms that youth in ICPC – Incoming are not included 7) <u>MS 8/1/2015</u>: Non-Relative foster home does

Data Element	Rating	Findings	Tasks	Date	Notes
		8) Interim Placement is mapped to foster family - relative. 9) The program code is including respite if it is the first placement but not after other placements. 10) There were several settings mapped to "group home" that may actually meet the size requirement for "institution" in AFCARS. For example, one was Contract Facility - Non MDHS -- This is vague as to what type of setting it actually is. It is being mapped to "group home." Data Quality *Frequency Report (n=4,807):* Pre-Adoptive Home = 27 (.56%); Foster Family Home (Relative) = 1,185 (25%); Foster Family Home (Non-Relative) = 1,578 (33%); Group Home = 358 (8%); Institution = 236 (5%); Supervised Independent Living = 24 (.50%); Runaway = 66 (1%); Trial Home Visit = 1,209 (25%); Not reported = 124 (3%) *Case File Review Findings:* There	8) The program code needs to check if the person selected is actually a relative to the child. This is applicable for both foster home relative and non-relative. 9) If the program code finds that the only setting in a removal episode is respite, it should ignore it and the record should not be included in the population (see GR1). If it is a respite setting, then this is not to be reported to AFCARS as it is a temporary absence from an ongoing placement. 10) Verify the size of these facilities to determine how many beds. If there are 12 or more beds, map it to institution. If they are 12 beds or less, map it to "group home."	8) 11/2015 9) 11/2015 10) 11/2015	not exist <u>CB, 8/2015:</u> This comment is not clear. Has it been removed from the options on the screen? 8) 9) 10)

Data Element	Rating	Findings	Tasks	Date	Notes
		were 6 (9%) records that did not match what was reported to AFCARS.			
42. Is Current Placement Setting Outside of the State or Tribal Service Area? 1 = yes 2 = no	2 3	Program Code: MWFOSTRZ 1) The program code will default to "no" if information is not found for an address. Data Quality *Frequency Report (n=4,807):* Yes = 297 (6%); No = 4,386 (91%); Not reported = 124 (3%) *Case File Review Findings:* There was 1 record that did not match what was reported to AFCARS.	Program Code 1) Modify the program code to map this element to blank if an address is not found.	Code 1) 11/2015 10/2014 C, 9/2015	Program Code 1) MS, 6/2015: Program modified to map this element to blank if an address is not found. See program code ZTFOSTRZ from line # 2852 to line # 2854, ZTFOSTRZ from line # 2878 to line # 2880, ZTFOSTRZ from line # 2892 to line # 2894 and ZTFOSTRZ from line # 3120 to line # 3132
43. Most Recent Case Plan Goal 1 = Reunify with Parent(s) or Principal caretaker(s) 2 = Live with Other Relative(s) 3 = Adoption 4 = Long-term Foster Care 5 = Emancipation 6 = Guardianship 7 = Case Plan Goal Not Yet Established	2	Program Code MWFOSTRZ 1) The goals Living independently and APPLA are mapped to emancipation. 2) If a plan is not found, this element is set to blank. If the number of days since the child was removed from home is less than 30 days, this element is set to "case plan goal not yet established." There may be problems with this routine based on the case file and test deck findings. Data Quality *Frequency Report (n=4,807):* Reunify = 2,995 (62%); Live With Other Relative(s) = 234 (5%); Adoption = 1,001 (21%); Long-Term Foster Care 17 (.35%); Emancipation = 290 (6%); Guardianship = 88 (2%); Case Plan Goal Not Yet Established = 26 (.54%);	Program Code 1) Modify the program code and the system so that the goals for living independently and APPLA are only mapped to emancipation if the child has a permanent connection to an adult. 2) Evaluate the logic to determine if it is actually reporting this element blank for those cases in which a goal was not established within 30 days of a child's removal from home.	Code 1) 11/2016 11/2015	Program Code 1) 2) MS, 6/2015: ~~The program code checks to see if there is a permanent plan (goal) found. If there is a permanent plan found, the corresponding value (1-6/plan name) is reported. If there is no plan found, then the program code checks the custody start date to see if that date is less than or equal to 30 days of the report period end date and if it is a value of 7 is reported (Case plan goal not yet established). If there is no plan found, then the program code checks the custody start date to see if that date is greater than 30 days of the report period end date and if it is, element 43 is "blank".~~ CB, 8/2015: The state did not respond to the task but instead reiterated CB's finding. As noted in the test deck and case file findings, there were issues. The agency needs to

Data Element	Rating	Findings	Tasks	Date	Notes
		Not reported = 156 (3%) *Case File Review Findings:* There were 5 (7%) records that did not match what was reported to AFCARS.			determine why there were issues and provide the results of the analysis along with the code to make sure this routine is working properly or if there is a data entry issue.
Principal Caretaker(s) Information 44. Caretaker Family Structure 1 = Married Couple 2 = Unmarried Couple 3 = Single Female 4 = Single Male 5 = Unable to Determine	2	Screen: Court/Custody Tab 1) The screen "Relationship" (see FC45) has a tab "People" and it lists members in the case and household and their relationship to one another. It does not include a marital status. Program Code MWFOSTDZ The program code maps the State's marital status values to the AFCARS values. There could be errors if the fields checked relate to the parents instead of the caretakers from whom the child was removed and they are someone other than the parents. See the Findings document for more information related to the screens. Data Quality *Frequency Report (n=4,807):* Married Couple = 1,097 (23%); Unmarried Couple = 645 (13%); Single Female = 2,747 (57%); Single Male = 316 (7%); Unable to Determine = 2 (.04%); Not reported = 0 *Case File Review Findings:* There was 1 record that did not match what was reported to AFCARS.	Screen 1) Clarify who are the individuals whose marital status is entered on the court screen? 1a) Clarify how these screens and the individuals are linked. Program Code CB, 8/2015: CB will re-evaluate this element based on State's response.	Screen 1) 11/2018 OK 1a)	Screen 1) MS, 8/2014: The marital status of the person whom legal custody was removed is entered for this element 1a) MS, 1/2015 – The screens are not linked. The program code looks for the caretakers structure at the time of removal and then checks the relationship of the Head of household (case head on relationship screen) to see if the status of (married couple, single male/female, unmarried couple) matches the court screen CB, 9/2015: Clarify if this approach only picks up the child's parents or will it pick up the information on the person (other than a parent) from whom the child was removed from?
45. Year of Birth (1st Principal Caretaker)	2	Screen: Case/Relationship/People This screen lists members in the case and household and their relationship to one another. It does not appear to be linked to the screen used to enter the caretaker's marital status. That screen appears to be related to the child's parents.	Screen 1) See FC44. Program Code	Screen 1) OK Code	Screen 1) MS, 8/2014: Correct, this screen is not linked to the screen where caretaker structure is indicated. Logic in program code finds this information Program Code

Data Element	Rating	Findings	Tasks	Date	Notes
		Program Code: MWFOSTRZ 1) As noted for the screen findings in both FC44 and 45, it is possible that the person entered as "head of household" is not the same individual whose marital status is entered for the caretaker at the time of the removal. The code includes a check for the mother but the child may have been removed from relatives and so this part of the code would report the wrong person's date of birth. 2) If nothing is found, or the value of element #44, is single male the field is set to blank. If the marital status in FC44 is a single individual, whether male or female, the person's year of birth is to be reported for FC45. Data Quality *Frequency Report (n=4,807):* There are 34 records with no year of birth. There should only be 2 based on the frequencies in FC44. *Case File Review Findings:* There were 5 (7%) records that did not match what was reported to AFCARS. In four error cases either a wrong person's year was reported or the wrong year was entered.	1) See tasks in FC44. Address and make changes as needed to this element to ensure the correct person's year of birth is reported. 2) Modify the program code to report a year of birth for this field regardless of the gender/marital status reported in FC49.	1) 11/2018 2) 11/2018	
46. Year of Birth (2nd Principal Caretaker - if applicable)	2	Program Code: MWFOSTRZ 1) As noted in FC45, the routine for this element includes a check for the father but the child may have been removed from relatives and so this part of the code would report the	Program Code 1) See tasks in FC44. Address and make changes as needed to this element to ensure the correct person's year of birth is reported.	11/2018	Program Code 1) MS, 8/2014: The marital status of the person whom legal custody was removed is entered for this element

Data Element	Rating	Findings	Tasks	Date	Notes
		wrong person's date of birth. 2) As noted in FC45 the program code is checking for a gender for these elements. If the value of element #44 is single female, the field is set to blank. If the marital status in FC44 is either single male or female, FC46 is to be left blank. <u>Data Quality</u> *Frequency Report (n=4,807):* There are 1,667 records reported with a year of birth. There should be 1,742 based on the frequencies in FC44 for married and unmarried couples. There are 3,140 records with no year of birth. *Case File Review Findings:* There were 4 (6%) records that did not match what was reported to AFCARS. As in FC45, the wrong person's year of birth was reported to AFCARS.	2) Modify the program code to set this element to blank if the marital status of the caretaker is single.		
47. Date of Mother's Parental Rights Termination (if applicable)	2	Program Code: MWFOSTRZ 1) The program code does not check for a deceased date. 2) Also, note the case file review findings. The program code is incorrectly extracting the individual whose parental rights were terminated prior to a child's adoption. 3) The extraction code reads the TPR history file for the most recent record found where the termination date is not greater than the reporting period	Program Code 1) Modify the program code to check for a deceased date and report it if present. 2) Modify the program code to check for the current legal parents.	<u>Code</u> 1) ~~11/2015~~ 10/2014 2) ~~11/2015~~ 10/20/2014	<u>Program Code</u> 1) <u>MS, 6/2015:</u> Program code modified to include Mother's date of death. See program code ZTFOSTRZ from line # 150 to line # 168, # 388 to line # 388; # 4426 to line # 4470; # 4506 to line # 4540 <u>CB, 9/2015:</u> The program code checks for a deceased date. But it is not clear that it is obtaining the most recent mother (legal versus bio). 2) <u>MS, 6/2015:</u> Program code modified to check for current legal parent. See program code ZTFOSTRZ from line # 194 to line # 204; # 4544 to line # 4554; # 4566 to line # 4576; #

Data Element	Rating	Findings	Tasks	Date	Notes
		and the parent type code is "adoptive-mother," " legal-mother," " biological-mother" or "putative-mother." There could be an issue with this approach if the field on the system is gender specific, or if the program code treats it as being gender specific. *Case File Review Findings:* There were 7 (10%) records that did not match what was reported to AFCARS. In one, a deceased date was not reported.	3) Identify a process that will address the issue of the program code/system being gender specific.	3) 11/2015	4680 to line # 4738 CB, 9/2015: The program code checks for a legal mother. However, the logic contains "or" statements. It is not clear that it will pick up the correct date for the current legal parent. 3) CB, 9/2015: No information provided.
48. Date of Legal or Putative Father's Parental Rights Termination (if applicable)	2	Program Code: MWFOSTRZ 1) The extraction code reads the TPR history file for the most recent record where the termination date is not after the end of the report period and the parent type code is "adoptive-father," " legal-father," " biological-father" or "putative-father." If no value is found the field is left blank. There could be an issue with this approach if the field on the system is gender specific, or if the program code treats it as being gender specific. 2) The program code is incorrectly extracting the individual whose parental rights were terminated prior to a child's adoption. 3) The program code does not check for a deceased date. *Case File Review Findings:* There were 7 (10%) records that did not match what was reported to AFCARS.	Program Code 1) Identify a process that will address the issue of the program code/system being gender specific. 2) Modify the program code to check for the current legal parents. 3) Modify the program code to check for a deceased date and report it if present.	Code 1) 11/2015 2) 11/2015 3) 11/2015	Program Code 1) CB, 9/2015: No information provided. 2) 10/20/2014 MS, 6/2015: Program code modified to check for current legal parents. See program code ZTFOSTRZ from line # 950 to line # 950 CB, 9/2015: The program code checks for a legal mother. However, the logic contains "or" statements. It is not clear that it will pick up the correct date for the current legal parent. 3) CB, 9/2015: The program code checks for a deceased date. But it is not clear that it is obtaining the most recent father (legal versus bio).

Data Element	Rating	Findings	Tasks	Date	Notes
49. Foster Family Structure 0=Not Applicable 1 = Married Couple 2 = Unmarried Couple 3 = Single Female 4 = Single Male	3	Program Code: MWFOSTRZ 1) In the second routine executed if no information is found will check the specific expense code associated with the placement. If it is "9290" (child specific) or "9385" (interim placement) the assessment home member record is read for a role of "primary" or "secondary." The foster family structure is mapped based on: > If element #50 is greater than spaces, #49 is mapped to "1." > Otherwise, if the gender code is "1" (male) FC49 is mapped to "single male," and if "2" (female) it is mapped to "single female." > There is no logic to set to "unmarried couple" in this particular routine. If the placement expense code is "9280" (ICPC outgoing) the child's ICPC outgoing record is read and if found with a valid person number and the ICPC start date is not greater than the report period end date, the ICPC person id is used to read their person table for elements #50, 52 and 53 only. The foster family structure is mapped "married couple" if data is found. If the foster family structure code is still blank at this point exception processing is done to generate error messages and the field is left blank. Data Quality *Frequency Report (n=4,807):* Not applicable = 1,893 (39%); Married	Program Code 1) These routines need to be revised or commented out of the code. The response to FC49 cannot be derived on the responses to FC50 – 53. Data Quality 1) The agency needs to ensure that information on relatives, whether	Code 1) 11/2018 11/2018	Program Code 1)

Data Element	Rating	Findings	Tasks	Date	Notes
		Couple = 1,415 (29%); Unmarried Couple = 9 (.19%); Single Female = 822 (17%); Single Male = 59 (1%); Not reported = 609 (13%) There are 1,893 records reported in FC41 that reflect a non-foster home setting. The amount reported for "not applicable" matches that number. However, there should not be 609 records missing a marital status. It seems that the missing information is on relatives that are not licensed as providers. *Case File Review Findings:* There were 5 (7%) records that did not match what was reported to AFCARS.	licensed or not, is entered into the system. 2) Children's Bureau will monitor the data for accuracy.		
50. Year of Birth (1st Foster Caretaker)	3	Data Quality *Frequency Report (n=4,807):* There are 2,304 (47%) records with a year of birth. There are 1,893 records reported in FC41 that reflect a non-foster home setting but there are 2,503 records reported as blank for FC50. As noted above in FC49, these may be the records of unlicensed relative foster homes. *Case File Review Findings:* There were 3 (4%) records that did not match what was reported to AFCARS. In the error cases, no information was reported to AFCARS. In each case, the child was placed with a relative. In one instance, the reviewer noted the home was an "unlicensed relative."	1) The agency needs to ensure that information on relatives, whether licensed or not, is entered into the system. 2) Children's Bureau will monitor the data for accuracy.	11/2018	
51. Year of Birth (2nd Foster	3	Data Quality	1) The agency needs to ensure that	11/2018	

Data Element	Rating	Findings	Tasks	Date	Notes
Caretaker)		*Frequency Report (n=4,807):* There are 1,406 (29%) records with a year of birth. There are 3,401 records reported as blank. In FC49 there were 1,424 records reported as a married or unmarried couple. As noted above in FC49, these may be the records of unlicensed relative foster homes. *Case File Review Findings:* There were 3 (4%) records that did not match what was reported to AFCARS. In the error cases, no information was reported to AFCARS. In each case, the child was placed with a relative. In one instance, the reviewer noted the home was an "unlicensed relative."	information on relatives, whether licensed or not, is entered into the system. 2) Children's Bureau will monitor the data for accuracy.		
52. Race of 1st Foster Caretaker 54. Race of 2nd Foster Caretaker (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	3	<u>Screen:</u> Resource/Foster Home Study/HH Members There is a field for race but it appears to be a single field. <u>Data Quality</u> *FC52 Frequency Report (n=4,807):* There are six records reported as having two or more races selected. There are 2,505 (52%) records with no race information. There are only 1,893 records reported in FC41 that reflect a non-foster home setting. As previously noted, it is likely that information on unlicensed relative placements is not being entered into the system. *FC52 Case File Review Findings:* There were 3 (4%) records that did not match what was reported to	<u>Screen</u> 1) Clarify if this is a multi-select field or if it is populated from another source. Explain the purpose of the race field on the Resource screen. <u>Data Quality</u> 1) The agency needs to ensure that information on relatives, whether licensed or not, is entered into the system. 2) Children's Bureau will monitor the data for accuracy.	<u>Screen</u> 1) Ok, 9/2014 11/2018	<u>Screen</u> 1) <u>MS, 8/2014</u>: The Race field on this screen is populated from the demographics screen. User cannot make a selection to this field on this screen. If multiple races are selected on the demographics screen, the first Race selected is populated here.

Data Element	Rating	Findings	Tasks	Date	Notes
		AFCARS. In the error cases, no information was reported to AFCARS. In each case, the child was placed with a relative. *FC54 Frequency Report (n=4,807):* There are no records reported as having two or more races selected. There are 3,401 (52%) records with no race information. There are 1,893 records reported in FC41 that reflect a non-foster home setting and 881 records reported as a single female or male in FC49 (2,774 records that should be blank). As in the prior elements, there are approximately 627 records that are blank that should not be. As previously noted, it is likely that information on unlicensed relative placements is not being entered into the system. *FC54 Case File Review Findings:* There were 3 (4%) records that did not match what was reported to AFCARS. In the error cases, no information was reported to AFCARS. In each case, the child was placed with a relative. Also, several records could not be verified due to incomplete files provided to the review team.			
53. Hispanic or Latino Ethnicity of 1st Foster Caretaker 0 = Not Applicable 1 = Yes 2 = No	3	<u>Screen</u>: Resource/Foster Home Study/HH Members There is not a field for the Hispanic ethnicity on this screen. Based on the program code, it appears the data are entered on the person screen and extracted from there.	<u>Screen</u> 1) Clarify if the information is entered on this screen or populated from another source. Explain the purpose of the field on the Resource screen.		<u>Screen</u> 1) <u>MS, 8/2014</u>: MS confirms that there is not a field for Hispanic ethnicity on this screen. Based on the program code, the data are entered on the person screen and extracted from there

AFCARS Assessment Review Improvement Plan: Foster Care Elements
State: Mississippi

Data Element	Rating	Findings	Tasks	Date	Notes
3 = Unable to Determine		**Data Quality** *Frequency Report (n=4,807):* Not Applicable = 1,893 (39%); Yes = 36 (.75%); No = 2,039 (42%); Unable to determine = 222 (5%); Not reported = 617 (13%) There are 1,893 records reported in FC41 that reflect a non-foster home setting. The amount reported for "not applicable" matches that number. The missing information most likely is for unlicensed relative placements. *Case File Review Findings:* There were 3 (4%) records that did not match what was reported to AFCARS. In the error cases, no information was reported to AFCARS. In each case, the child was placed with a relative.	**Data Quality** 1) The agency needs to ensure that information on relatives, whether licensed or not, is entered into the system. 2) Children's Bureau will monitor the data for accuracy.		
55. Hispanic or Latino Ethnicity of 2nd Foster Caretaker (if applicable) 0 = Not Applicable 1 = Yes 2 = No 3 = Unable to Determine	2	**Screen:** Resource/Foster Home Study/HH Members See the notes for FC53. **Program Code: MWFOSTRZ** 1) There is no program code to set this element to "not applicable" when the marital status of the foster parent is single. **Data Quality** *Frequency Report (n=4,807):* Not Applicable = 1,893 (39%); Yes = 27 (.56%); No = 1,218 (25%); Unable to determine = 161 (3%); Not reported = 1,508 (31%) There are 1,893 records reported in FC41 that reflect a non-foster home setting and there 881 records	**Program Code** 1) Modify the program code to set this element to "not applicable" when the marital status in FC49 is single.	11/2018	

Data Element	Rating	Findings	Tasks	Date	Notes
		reported in FC49 as either a single female or male. Of the 1,508 records reported as blank, 881 records should have indicated "not applicable." The remaining missing information most likely is for unlicensed relative placements. *Case File Review Findings:* There were 15 (22%) records that did not match what was reported to AFCARS. In the error cases, no information was reported to AFCARS. In 12 error cases no information was reported to AFCARS but the response should have been "not applicable;" the child was placed with a foster parent that is single. In the remaining error cases, the child was placed with a relative.			
56. Date of Discharge from Foster Care	2	Program Code MWFOSTRZ 1) The program code sets the discharge date for records with a living arrangement (FC41) of "trial home visit" at six months, unless there is a dismissal of custody prior to six months. Since the agency has to review the case after 90 days, this section of the program code must be removed. As noted in GR item 13, the extraction code does not properly identify information for a "subsequent" file. The test case results also indicated there is an issue with the reporting of subsequent files as it relates to this element.	Program Code 1) Modify the program code by commenting out the check against six months. 1a) Modify the program code to enter the actual date of discharge that reflects when the agency no longer has responsibility for placement and care. 2) If the agency is submitting a subsequent file and there is a discharge date that occurred in that report period, even if the transaction date is in the next report period the discharge information is to be include in the subsequent file. This does not alter the reporting of a regular file in	11/2015 11/2015 11/2015	

Data Element	Rating	Findings	Tasks	Date	Notes
		Data Quality *Case File Review Findings:* There were 18 (27%) records that did not match what was reported to AFCARS. The errors were with records of youth 18 and older. The young person either turned 18 in the current report period or in a prior report period and the response in element #59 (title IV-E foster care) was "does not apply."	which the date of discharge was entered late (i.e., occurred in the A period but was not entered until the B period, or later).		
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~~ 3	Program Code: MWFOSTRZ 1) There is no logic to set this element to "not applicable" for children who have not been discharged. 2) It appears as if the program code checks for the reason a placement ends and not the legal outcome reflected in the court order dismissing the agency of placement and care responsibility. If there is a field on the legal screen that reflects the reason the court order is dismissed, then that is the reason that is to be reported to this element. Data Quality *Frequency Report (n=4,807):* Not Applicable = 0; Reunification = 637 (13%); Living with Other Relative(s) = 137 (3%); Adoption = 191 (4%); Emancipation = 38 (.79%); Guardianship = 45 (.94%); Transfer to Another Agency = 8 (.17%); Runaway = 11 (.23%); Death of Child = 3 (.06%); Not reported = 3,737 (78%) *Case File Review Findings:* There were 54 (79%) records that did not	Program Code 1) The program code needs to be modified to map open foster care cases to "not applicable." 2) Review the method used to determine that discharge reasons reflect the legal outcome.	Program Code 1) 11/2015 C, 9/2015 2) 11/2015 Ok	Program Code 1) <u>MS, 11/5/2014</u> - Children that remain in care will report a 0 for this element = N/A. See program code ZTFOSTRZ from line #~~4460~~ 4660 <u>MS, 6/2015:</u> 11/5/2014 - Children that remain in care will report a 0 for this element = N/A. See program code ZTFOSTRZ from line #248 to line # 254 2) <u>MS, 6/2015:</u> DFCS confirms that the legal outcome (discharge reason) is reported for this element and not the outcome of placement.

Data Element	Rating	Findings	Tasks	Date	Notes
		match what was reported to AFCARS. The majority of the errors were due to the record reported as blank instead of "not applicable" because the child was still in foster care. The other errors were with records of youth 18 and older.			
Source(s) of Federal Financial Support/assistance for Child 59. Title IV-E (Foster Care)	2	Program Code: MWFOSTRZ 1) This element is set to "applies" if a record is found for the child on the State financial table where the funding source is "IVE," "CWS," "FAS" or "SAS." 2) The routine checks that the pay date is within the reporting period 3) The routine checks for "underpayment." Data Quality *Frequency Report (n=4,807):* Does not apply = 3,654 (76%); Applies = 1,153 (2%) *Case File Review Findings:* There was 3 records that did not match what was reported to AFCARS. It appears in these cases the response should have been "does apply."	Program Code 1) The State needs to clarify what the funding source "child welfare services" represents. If these are State funds, then this value should not be included in this element. 2) The program code must be modified to check if the child was determined eligible for title IV-E within the last month of the report period. If so, this element must be set to "applies" even if the payment to the foster care provider does not occur until the next month (next report period). 3) Modify the program code to remove the check for underpayments.	Code 1)11/2015 2) 11/2015 3) 11/2015	Program Code 1) CB, 9/2015: The state has not provided an explanation. 2) CB, 9/2015: It is not clear how this was addressed in the extract code. 3) CB, 9/2015: LN4778 was commented out. There are other locations in the code that are referencing underpayments though.
60. Title IV-E (Adoption Assistance)	2	Program Code: MWFOSTRZ 1) The program code sets this	Program Code 1) Modify the program code to only	Code 1)11/2015	Program Code 1) CB, 9/2015: Lines 4768 and 4772 are

Data Element	Rating	Findings	Tasks	Date	Notes
		element to "applies" if a record is found for the child on the State financial table where the funding source is "IVE," "CWS," "FAS" or "SAS." 2) The routine checks for "underpayment." <u>Data Quality</u> *Frequency Report (n=4,807):* Does not apply = 4,765 (99%); Applies = 92 (2%) *Case File Review Findings:* There were 2 records that did not match what was reported to AFCARS. The response should have been "applies" instead of "does not apply."	check for IV-E. Remove the codes "SAS" and "CWS." 2) Modify the program code to remove the check for underpayment.	C, 9/2015 2) 11/2015	commented out. 2) <u>CB, 9/2015:</u> LN4778 was commented out. There are other locations in the code that are referencing underpayments though. It is not clear whether these others will affect FC60
61. Title IV-A	2	Program Code: MWFOSTRZ 1) The approach used to extract this information may identify TANF payments that occurred prior to a child's removal from home and placement into foster care. <u>Data Quality</u> *Frequency Report (n=4,807):* Does not apply = 4,715 (98%); Applies = 42 (1%) *Case File Review Findings:* There was 1 record that did not match what was reported to AFCARS. The response should have been "does not apply."	<u>Program Code</u> 1) Modify the program code to check if title IV-A is a source of income after the child enters foster care.	11/2018	
62. Title IV-D (Child Support)	2	Program Code: MWFOSTRZ 1) <u>Data Quality</u>	<u>Program Code</u> 1) The code needs to be modified by adding a check to see if the amount is greater than zero and is within the	11/2015	<u>CB, 9/2015:</u> No changes found

Data Element	Rating	Findings	Tasks	Date	Notes
		Frequency Report (n=4,807): Does not apply = 4,556 (95%); Applies = 251 (5%) *Case File Review Findings:* There was 1 record that did not match what was reported to AFCARS. The response should have been "applies."	report period.		
63. Title XIX (Medicaid)	2	Program Code: MWFOSTRZ 1) The state indicated this may be under reported. Data Quality *Frequency Report (n=4,807):* Does not apply = 1,276 (27%); Applies = 3,531 (73%) *Case File Review Findings:* There was 1 record that did not match what was reported to AFCARS. The response should have been "applies."	Program Code 1) Re-evaluate the program code and ensure that CHIP is also being included.	11/2015	CB, 9/2015: No information was provided.
64. SSI or Other Social Security Benefits	2	Program Code: MWFOSTRZ 1) The program code does not check for an amount and if the benefit is within the report period. Data Quality *Frequency Report (n=4,807):* Does not apply = 4,555 (95%); Applies = 252 (5%) *Case File Review Findings:* There were 7records that did not match what was reported to AFCARS. The response should have been "applies."	Program Code 1) The code needs to be modified by adding a check to see if the amount is greater than zero and is within the report period.	11/2015	CB, 9/2015: No changes found
65. None of the Above	2	Program Code: MWFOSTRZ 1) After processing all the financial elements it does a final check. If #59 through 62 and #64 through 66 are all zeroes, element #65 is set to	Program Code 1) The edit check should be checking if FC59 - 64 are zeroes and do not include FC66 in the check.	11/2015	CB, 9/2015: No changes found

Data Element	Rating	Findings	Tasks	Date	Notes
		"applies." Data Quality *Frequency Report (n=4,807):* Does not apply = 3,809 (79%); Applies = 998 (21%) *Case File Review Findings:* There were 2 records that did not match what was reported to AFCARS. In one error case the response should have been "applies" instead of "does not apply." This was in addition to other sources that applied in FC59 - 64. In one error case the response should have been "does not apply" instead of "applies."	2) The code needs to be modified by adding a check to see if the amount is within the report period.		
66. Amount of Monthly Foster Care Payment	2	Program Code: MWFOSTRZ This field is initialized to zeroes prior to processing. The extraction code then adds up all amounts it finds on the State financial table for the child for a full month period where the transaction dates and amount are greater than zeroes, the transaction type is "B," the record type is "regular" or "underpayment" and the pay date is less than the report period end date.	Program Code 1) Modify the program code to not include underpayments.	11/2015	CB, 9/2015: No changes found

Data Element	Rating	Findings	Tasks	Date	Notes
4 - Private Agency Adoptions	TBD	There is information that is required in the adoption element file that the agency is not collecting on children adopted through a private agency (excluding those under contract with the State). The agency will need to develop a means to ensure this information is obtained from the private agency and recorded in MACWIS. The rating factors do not reflect this finding. This will be a task in the agency's adoption element improvement plan. Elements will be re-evaluated during the Improvement Plan Phase and the ratings changed based on changes that are required to the system.	TBD	11/2018	CB, 9/2015: The State has not provided its plan to ensure that private agency adoptions in which there is state agency involvement are entered into the system.
9. Has the title IV-E agency determined that the child has special needs? 1=Yes 2=No	3	Screen: Eligibility On the screen there is a tab Adoption Worker Determination. Data Quality *Frequency Report (n=188)*: Yes = 183; No = 5; Not reported = 0	Children's Bureau will monitor the data for accuracy.		
10. Primary Factor or Condition for Special Needs 0=Not applicable 1=Racial/Ethnic Background 2=Age 3=Membership in a Sibling Group 4=Medical conditions or Mental, Physical or Emotional Disabilities 5=Other	2	Screen: Eligibility 1) There is no means to identify the factor that posed the biggest barrier to the child's adoption. All criteria that are applicable are checked. 2) The State team indicated they no longer have race/ethnicity as an eligibility criterion. However, there are records reported as race being the primary barrier to adoption. Data Quality *Frequency Report (n=188)*: Not applicable = 5 (3%); Racial/Ethnic	Screen 1) Modify the system by adding a field or some method to identify the primary factor for special needs. 2) Modify the options to be in line with eligibility criteria. The agency may want to combine or link these two.	Screen 1)11/2015 2) 11/2015	Screen 1) CB, 9/2015: No screen was submitted in the AIPU. 2) CB, 9/2015: No screen was submitted in the AIPU.

Data Element	Rating	Findings	Tasks	Date	Notes
		Background = 46 (25%); Age = 3 (25); Sibling group = 32 (17%); Medical = 102 (54%); Other = 0; Not reported = 0

Case File Review Findings: There were 11 records that did not match what was reported to AFCARS. As noted in the extraction code notes, this element is not set based on a worker's judgment.

Program Code: MWADOPDZ
The program code and not the caseworker is determining the child's significant barrier to adoption.
The table containing the special needs codes is searched and the **first** valid AFCARS value found is mapped to this element. | Program Code
1) Once the system has been modified to include a means to identify the primary factor, the program code will need to be revised.

2) The program code must be modified to map the option of "at- risk med History/ background" to "other." | Code
1) 11/2015

2) 11/2015
C, 9/2015 | Program Code
1) CB, 9/2015: The program code is still determining the primary basis of special needs.

2) CB, 9/2015: The program code now maps "at risk" to "other." |
| 11. Mental Retardation
12. Visually or Hearing Impaired
13. Physically Disabled
14. Emotionally Disturbed
15. Other Medically Diagnosed Conditions Requiring Special Care

0 = Condition Does Not Apply
1 = Condition Applies | 2 | Program Code: MWADOPDZ
1) As in foster care, there may be issues with mapping for these elements.

Data Quality
Case File Review Findings: The findings were reflective of the errors found in AD10. There was one case though in which the child also had a diagnosis of pervasive developmental disorder. No additional information was noted so elements 11 and 13 were not marked as errors. There were errors as well that may either be mapping errors or incorrect data entry | Program Code
1) Make same mapping changes as needed per foster care findings.

2) Review and compare to the information found in AFCARS Technical Bulletin #2.

3) Map the following to AD14:
a) Attention Deficit Disorder. | Code
1) 11/2018

2) NA

3a) | Program Code
1) MS, 12/14/2014: See program code ZTADOPDZ from line # 795 to line # 805.
MS, 6/2015: See program code ZTADOPDZ from line # 795 to line # 805.

3) MS, 12/2014: See program code ZTADOPDZ from line # 4585 to line #4595.
a) Attention Deficit Disorder was already mapped to Emotionally Disturbed
CB, 9/2015: This is incorrectly mapped to AD15, LN4605. It appears maybe this line was not commented out. It may not be executed but it should not be in the code. |

Data Element	Rating	Findings	Tasks	Date	Notes
		due to selecting the wrong category.	b) Conduct Disorder. c) Bi-polar. d) Clinical Depression.	b) c) C, 9/2015 d) C, 9/2015	LN4580 includes the value and it may be getting mapped to AD14. b) Conduct Disorder was already mapped to Emotionally Disturbed CB, 9/2015: This is incorrectly mapped to AD15, LN4605 c) Bi-polar was mapped to Emotionally Disturbed. CB, 9/2015: This appears that it may have been corrected. d) Clinical Depression was mapped to Emotionally Disturbed CB, 9/2015: This appears that it may have been corrected.
		f) CB, 9/2015: Respiratory values of asthma, bronchitis, and sinusitis are being mapped to AD15. Asthma might be a condition the agency recognizes as an eligibility criteria but we are not sure about the other two.	e) Schizophrenia. f) CB, 9/2015: Identify if these three are eligibility criteria for special needs assistance.	e) C, 9/2015 f)	e) Schizophrenia was mapped to Emotionally Disturbed. CB, 9/2015: This appears that it may have been corrected. f)
16. Mother's Year of Birth 17. Father's Year of Birth	2	Screen: Case/Child Evaluation 1) Based on discussions with the state team and the purpose of this screen, it was determined that this is not the appropriate screen to use for the extraction of this data. Program Code: MWADOPTZ The program code is only getting the birth parent and not the legal parent's	Program Code 1) Modify the program code to use the information entered on the person screen. This will ensure also that the information on a legal parent is correctly reported.	11/2018	Program Code 1)

Data Element	Rating	Findings	Tasks	Date	Notes
		year of birth. Data Quality *AD16 Case File Review Findings:* There was 1 record that did not match what was reported to AFCARS. *AD17 Case File Review Findings:* There were 2 records that did not match what was reported to AFCARS.			
19. Date of Mother's Termination of Parental Rights	2	Screen: Court The agency does collect the TPR information from private agency adoptions. Program Code: MWADOPTZ 1) The program code does not check for a deceased date. Data Quality *Case File Review Findings:* There was 1 record that did not match what was reported to AFCARS.	Program Code 1) Modify the program code to include the deceased date 2) Make modifications per changes in FC47. *-Modify the program code to check for the current legal parents.* *- Identify a process that will address the issue of the program code/system being gender specific.*	Program Code 1) 11/2018	Program Code 1) MS, 12/8/2014: Program code modified to include Mother's date of death. See program code ZTADOPTZ from line # 235 to line # 280 and see program code ZTADOPTZ from line # 440 to line # 440; line # 2630 to line # 2655 and see program code ZTADOPTZ from line # 2770 to line # 2900 CB, 9/2015: The program code checks for a deceased date. But it appears to only check if the bio mother is deceased. 2) MS, 12/8/2014: Program code modified see program code ZTADOPTZ from line # 2630 to line # 2655 and see program code ZTADOPTZ from line # 2770 to line # 2900 CB, 9/2015: The program code checks for a legal mother. However, the logic contains "or" statements. It is not clear that it will pick up the correct date for the current legal parent.
20. Date of Father's Termination of Parental Rights	2	Screen: Court The agency does collect the TPR information from private agency adoptions.	Program Code 1) Modify the program code to include the deceased date	11/2018	Program Code 1) MS, 12/8/2014: Program code modified to include Father's date of death. See program code ZTADOPTZ from line # 235 to line # 280 and see program code

Data Element	Rating	Findings	Tasks	Date	Notes
		Program Code: MWADOPTZ 1) The program code does not check for a deceased date.			ZTADOPTZ from line # 440 to line # 440; # 235 to line # 280 and see program code ZTADOPTZ from line # 2700 to line # 2725 and see program code ZTADOPTZ from line # 2770 to line # 2900 CB, 9/2015: The program code checks for a deceased date. But it appears to only check if the bio father is deceased.
			2) Make modifications per changes in FC48. *-Modify the program code to check for the current legal parents.* *- Identify a process that will address the issue of the program code/system being gender specific.*		2) MS, 12/8/2014: Program code modified ZTADOPTZ from line # 2700 to line # 2725 and see program code ZTADOPTZ from line # 2770 to line # 2900 CB, 9/2015: The program code checks for a legal father. However, the logic contains "or" statements. It is not clear that it will pick up the correct date for the current legal parent.
26. Adoptive Mother's Hispanic Origin 0=Not Applicable 1=Yes 2=No 3=Unable to determine	~~2~~ 3	Program Code: MWADOPTZ 1) This element is not set to "not applicable" when the adoptive parent is a single male. Data Quality *Frequency Report (n=188):* There were no records reported as "not applicable." There should have been two based on the number of records reported with a marital status of "single male" in element 22. *Case File Review Findings:* There was 1 record that did not match what was reported to AFCARS. The response should have been "not applicable" instead of being left blank. The child was adopted by a "single male." CB, 9/2015: There still is some data inconsistency (15A) and CB will	Program Code 1) Modify the program code to set this element to "not applicable" when a child is adopted by a single male.	11/2015 C, 9/2015	Program Code 1) MS, 12/10/2014: Program code modified to look up structure of adoptive family and set to element to not applicable when structure for adoptive family is single male. See program code ZTADOPTZ from line # 4120 to line # 4125; # 4150 to line # 4175; # 6040 to line # 6045

Data Element	Rating	Findings	Tasks	Date	Notes
		continue to monitor.			
28. Adoptive Father's Hispanic Origin 0=Not Applicable 1=Yes 2=No 3=Unable to determine	~~2~~ 3	Program Code: MWADOPTZ 1) This element is not set to "not applicable" when the adoptive parent is a single female. Data Quality *Frequency Report (n=188):* There were no records reported as "not applicable." There should have been 49 based on the number of records reported with a marital status of "single female" in element 22. *Case File Review Findings:* There were 8 records that did not match what was reported to AFCARS. The response should have been "not applicable" instead of being left blank. The child was adopted by a "single female." CB, 9/2015: There still is some data inconsistency (15A) and CB will continue to monitor.	Program Code 1) Modify the program code to set this element to "not applicable" when a child is adopted by a single female.	11/2015 C, 9/2015	Program Code 1) MS, 12/10/2014: Program code modified to look up structure of adoptive family and set to element to not applicable when structure for adoptive family is single female. See program code ZTADOPTZ from line # 4390 to line # 4395; # 4420 to line # 4445; # 6270 to line # 6275
29. Relationship to Adoptive Parent-Stepparent 30. Relationship to Adoptive Parent -Other Relative 31. Relationship to Adoptive Parent -Foster Parent 32. Relationship to Adoptive Parent -Other Non-relative 0 = Does not Apply 1 = Applies	2	Screen: Eligibility/ /Adoptive Parent tab 1) There is field Relation that has a drop-down list. 2) The program code appears to be using a different field than the one noted above. Program Code: MWADOPTZ 1) These elements are set from either the case person table head of household used to read the person relationship code or values found on the AFCARS parent information table.	Screen 1) Provide a copy of the screen with the drop-down list. 2) Confirm which screen/fields are being used to collect this information; provide copies as appropriate. Program Code 1) Depending on results of assessment in Screen items 1 and 2, make modifications as appropriate to extract the information from the correct	November 14, 2016	

Data Element	Rating	Findings	Tasks	Date	Notes
		2) The extraction routine does not report all relationships between the child and adoptive parent (see case file findings for AD30 and 31 specifically). Data Quality *AD 30 Case File Review Findings:* There were 8 records that did not match what was reported to AFCARS. The relatives were also a foster parents. *AD31 Case File Review Findings:* There were 2 records that did not match what was reported to AFCARS. The response should have "applies" instead of "does not apply." In one case none of the relationships were marked as being applicable (the foster parent was not related to the child as well). In the other case, the foster parent was also a relative of the child. *AD32 Case File Review Findings:* There were 16 records that did not match what was reported to AFCARS.	fields. 2) Modify the extraction routine to report all relationships that are applicable.		
33. Child was placed from 1=Within State or Tribal Service Area 2=Another State or Tribal Service Area 3=Another Country	2	Program Code: MWADOPTZ The extraction code forces this field to be "1" in all cases. There is a note that other values will be added to accommodate online changes not yet made. The system has this field.	Program Code 1) The program code must be modified to check the field and map the response to AFCARS.	11/2015	
35. Is the Child Receiving a Monthly Subsidy? 1=Yes 2=No	2	Program Code: MWADOPTZ 1) If that record's monthly subsidy amount is great than zero element #35 is set to "yes" otherwise it is set to blank.	Program Code 1) Modify the program code to set this element to "yes" if the only subsidy is Medicaid.	Code 1) 11/2015	Program Code 1) MS, 1/27/2015: Program code modified to set this element to 'yes' if the only subsidy is Medicaid. See program code ZTADOPTZ from line # 875 to line # 905, and program code ZTADOPTZ from

Data Element	Rating	Findings	Tasks	Date	Notes
		2) The program code does not check this information against the finalization date and the reporting period. Data Quality *Case File Review Findings:* There were 2 records that did not match what was reported to AFCARS.	2) Add a routine that checks for the adoption finalization date.	2) 11/2015	line # 6545 to line # 6545, and program code ZTADOPTZ from line # 6595 to line # 6595 and program code ZTADOPTZ from line # 6635 to line # 6635, # 6650 to line # 7025 CB, 9/2015: The logic is not accurately setting this element as well as AD37 when the only subsidy is medical. 2) Per MIS, the program driver code already determines and checks the adoption finalization date. CB, 9/2015: The logic still does not include the parameter of the adoption finalization date for this element.
36. Monthly Amount	2	Program Code: MWADOPTZ 1) There is no clear check in the financial section to ensure the data sought is within the reporting period reflective of the adoption legalization date. 2) The routine for adoption subsidy does not check if the subsidy is only Medicaid.	Program Code 1) The amount reported should be the amount in effect at the time of the adoption. Verify the routine to ensure the information in the adoption file is reflective of the circumstances at the time the adoption is finalized. 2) Once changes are made to AD35 for Medicaid only subsidies, ensure that no further changes are required to this element (the amount is to be reported as zeroes).	11/2015 11/2015	Program Code 1) MS, 6/2015: 1/28/2015 See program code ZTADOPTZ from line # 6650 to line # 7025
37. Is the Child receiving a title IV-E adoption subsidy? 1=Yes 2=No	2		Program Code: MWADOPTZ 1) This element may need modifications based on changes made to AD35 for Medicaid only subsidies.	11/2015	Program Code 1) MS, 6/2015: 1/27/2015 per MIS discussion, done. See program code ZTADOPTZ from line # 6595 to line # 6595 1/28/2015 per MIS discussion, done. See program code ZTADOPTZ from line #

Data Element	Rating	Findings	Tasks	Date	Notes
					6650 to line # 7025 CB, 9/2015: The logic is not accurately setting this element when the only subsidy is medical.