

**AFCARS ASSESSMENT REVIEW FINDINGS: Foster Care Data Elements**

**State: Oklahoma**

**AFCARS Reporting Period: October 1, 2005 – March 31, 2006 (2006A)**

Data Element	Rating Factor	Findings/Notes
#1 State	4	The program code hard-codes the value of this element to “40,” the FIPS code for Oklahoma.
#2 Report Date  ____(mo) ____ (year)	4	
#3 Local Agency(County or Equivalent Jurisdiction)	4	
#4 Record Number	4	The State uses a unique person number for each individual.
#5 Date of Most Recent Periodic Review (if applicable)  ____(mo) ____ (day)____(year)	2	<p>Screen: Court module, Report, General Information tab; Hearing, detail Program code: yi621a: LNs<sup>1</sup> 6611-6628, 6637-6652</p> <p>Frequency Report: There are several records (109) with dates prior to 2005. There are also several records with invalid dates and they are all future dates in 2006.</p> <p>The State indicated the old review dates could be cases that are actually closed but have not been closed on the system. The State will review these records.</p> <p>The report screen contains fields for recording for whom the court action applies to, the creation date, hearing information, judge, and the recommended findings. Under the hearing information section, there are fields for the type of hearing and the date.</p> <p>The hearing/detail screen contains a tab for “hearing info.” There are fields for the person the hearing applies to, the type of hearing/review, and the date. There also is a selection box for “continuance.”</p> <p>The State indicated that periodic reviews are held on all children regardless of the child’s living arrangement (such as locked facilities and hospitals).</p> <p>The State conducts all periodic reviews in court. However, the program code checks for dates of administrative review. If the State or Tribal agencies do</p>

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		<p>not conduct administrative reviews, references to it should be removed from the program code.</p> <p>Case file review findings: 11 (16%) of the records analyzed did not match what was reported in AFCARS. It appears the most significant issue relates to timely data entry. Generally, in instances where the child had been in care for six months or more, the reviewers did find a date for a periodic review. It just had not been entered into the system. The same issue was found with the Tribal cases.</p> <p><i>Post site-visit findings:</i> The State modified the program code to extract the latest review date that occurs after the date of removal (LN 4408).</p> <p>The program code (LNs 4397 - 4651) checks several areas in KIDS<sup>2</sup> for this information: Hearing Review Date, Court Review Date in the Tribal Treatment Plan, a contact type of “Administration Review” (7202), a contact type of “Post Adjudicatory Review Board” (PARB) (9024), Administrative Review Date from the Treatment Plan, a Placement Review Board Date from the Court Report, and/or the Placement Review Board Date from the Individual Service Plan (ISP) Progress Report. After checking each area, the program code takes the latest date and the highest review type. The State needs to provide clarification on the ordering of the review types; which is considered higher one or seven?</p> <p>The State incorrectly includes the hearing review types of: adjudicatory, dispositional, termination, and good cause - ICWA hearings. In general, these do not meet the requirements for case reviews in title IV-B, section 422(b)(10). The State needs to clarify what type of review is the “Post Adjudicatory Review Board.”</p> <p>The State needs to further explain lines 6847 - 6894. It appears that this section of the program code is used for internal purposes to check for due dates, but</p>

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		only submits an actual review date, or leaves the element blank, for the submission file.
<p>#6 Child Birth Date</p> <p>____(mo) ____ (day)____(year)</p>	<p>3</p> <p>2</p>	<p>Screen: Referral, Demographics; Case, General Information, Client Personal Information tab</p> <p>Program code: yi621a: LN 721-828</p> <p>On the referral/demographic screen, there is a field for the date of birth. There are also two check boxes, one for “child” and one for “in household.” There is an “Approx. Age” field. There are four options that can be selected based on age groupings and “not applicable.” When the case is in the referral stage, the workers can enter an approximate age. The date of birth has to be updated once the child is removed and placed in foster care. The agency needs to ensure that case workers update the child’s date of birth.</p> <p>In the case section of the system, the screen “general information” contains a tab for “client personal information.” There is a field for date of birth. There also is a field for a “deceased” date.</p> <p>The State needs to provide the Federal review team with clarification on whether the birth date from the referral screen populates this field on the “client personal information” screen.</p> <p>The program checks for a date of birth and if one is not found it maps this element to blank (LN 446). If there is no date of birth, the program code computes an estimated date, based on the referral date and the estimated age at the time of referral. It is not clear that a missing date in this field reflects children that are abandoned, versus the worker not updating the file since the referral and the child’s removal from home.</p> <p>The State needs to train workers to use the 15<sup>th</sup> day of the month for estimated dates of birth for abandoned children.</p>

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		<p><i>Post site-visit findings:</i> The State made modifications to the program code by setting the day to the 15<sup>th</sup> for missing dates of birth. After further review of the program code for this element the rating factor was changed because it appears the program code checks for all missing dates of birth and not dates of birth for abandoned children. If the date of birth is missing because the case worker did not enter it, this element must be blank.</p>
<p>#7 Child Sex</p> <p>1 = Male 2 = Female</p>	4	<p>Screen: Referral, Demographics; Case, General Information, Client Personal Information tab</p> <p>This information is extracted correctly.</p>
<p>#8 Child's Race</p> <p>a. American Indian or Alaska Native b. Asian c. Black or African American d. Native Hawaiian or Other Pacific Islander e. White f. Unable to Determine</p>	2	<p>Screen: Referral, Demographics; Case, General Information, Client Personal Information tab</p> <p>Program code: yi621a: LNs 452 - 468, 571 - 585, and 6659 - 6664</p> <p>The screen has fields for "primary" and "secondary" races. The "secondary" race field is multi-select. There also is a field "race determined by" that has the options of "third party determined," etc. This is a nice feature that reflects the practice that race is to be self-determined.</p> <p>If "unable to determine" is selected as a primary race, a secondary race cannot be selected. If a race is selected in the primary race field, then "unable to determine" cannot be selected in the "secondary" race field.</p> <p>If the case worker selects "unable to determine," a message appears reminding the worker of the proper use of "unable to determine."</p> <p>The frequency for two or more races was 20%. This reflects good use of reporting more than one race.</p> <p>The program code sets each of the AFCARS race fields to "applies" if the corresponding race is selected in either the "Primary Race" selection box or the "Secondary Race" selection box.</p>

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		<p>If the information is missing, “unable to determine” is incorrectly reported as “applies.”</p> <p>This field should not be initialized to zero. If data are missing, each race category is to be blank.</p> <p>The State should reconsider the use of “primary” and “secondary” race fields. ACF recommends that OK DHS revise the field for race by combining them into one field that is multi-select.</p>
<p>#9 Hispanic/Latino Origin</p> <p>1 = Yes 2 = No 3 = Unable to Determine</p>	<p>4</p>	<p>Screen: Referral, Demographics; Case, General Information, Client Personal Information tab</p> <p>This is a required field.</p> <p>In the case section of the system, the screen “general information” contains a tab for “client personal information.” There is a field for “Hispanic or Latino Origin.” This information is carried forward from the referral section to the client personal screen and can be corrected, if necessary.</p>
<p>#10 Has the child been clinically diagnosed as having a disability(ies)?</p> <p>1=Yes 2=No 3=Not yet Determined</p>	<p>2</p>	<p>Screens: General Information, Client Other Details tab; and Psychological Evaluations</p> <p>Program code: yi621a, LNs 476, 590, and 6680</p> <p>Frequency Report (n=15,047): Yes = 2,636 (18%); No = 10,760 (72%); Not yet determined = 1,464 (10%); Not reported = 187</p> <p>Frequency Report (2006AS<sup>3</sup>) (n=14,753): Yes = 2,349 (16%); No = 12,141 (82%); Not yet determined = 223 (2%); Not reported = 40</p> <p>Frequency Report (2006B) (n=14,475): Yes = 2,211 (15%); No = 12,030 (83%); Not yet determined = 196 (1%); Not reported = 38</p> <p><i>Post site-visit finding:</i> The frequency report for the re-submitted 2006A file and the 2006B file indicates a change in the distribution. There are fewer records reported as “not yet determined,” and more reported as “no.”</p>

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		<p>In the case section of the system, the screen “general information” contains a tab for “other details.” There is a field for “disability information.” It contains the question of whether the child has been diagnosed with a disability and the options of “yes,” “no,” and “not yet determined.”</p> <p>Per State policy, appointments for medical exams have to be made within 10 days of the child’s removal and the appointment has to occur within 30 days; 90 days for mental health assessments.</p> <p>The program code maps the State codes “yes,” “no,” and “not yet determined” directly to the corresponding AFCARS values. However, if the State value is blank, the program code checks the values of foster care elements 11-15 and if any of those elements has a value of “applies,” then element #10 is set to “yes.”</p> <p>In the medical history section of KIDS, there are fields for recording diagnosed conditions. However, these are text fields. The State must modify these to be database fields and modify the program code to also check for diagnosed conditions to be mapped to AFCARS.</p> <p>Case file review findings: 14 (19%) of the records analyzed did not match what was reported in AFCARS. The errors were primarily due to the AFCARS data indicating “no” or “not yet determined.” In most of these cases, the reviewers found that the child did not have a diagnosed condition that would be mapped to AFCARS. In one case, the child did have a disability and the child had been in care for a year and a half.</p> <p>The State has planned enhancements to the system to better collect diagnosed conditions (see below). Once the State makes these enhancements and the changes noted above, ACF will reassess the data and determine whether additional modifications are needed to bring together all of the screens related to diagnosed conditions into one area.</p>

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		<p>“<u>Enhancements Document KAHD 49301</u>: The State is modifying the system in regard to collecting disability information. Changes to Client/Gen Info/Other Details tab: Add a pop-up message when a user selects “yes” for “Has Child Been Diagnosed with Disability?” The text of the message “You have indicated that this child has a diagnosed disability. In order to complete this documentation, selections regarding the child’s disability must be recorded.” Once the worker selects “OK” to exit the pop-up window, a window appears “Client AFCARS Information.” There are two fields, “diagnosed disabilities” and “special needs.” There must be at least one item in either of these boxes. Items selected in the “special needs” box are mapped to element #15.” <i>Federal team comments: The State may want to consider combining the two boxes into one selection box labeled diagnosed conditions. Note that “special needs” does not equate to disability.</i></p> <p>“Changes to Client/Demo/Char screen: The existing screen will be split into two tabs ‘Diagnosed Conditions’ and ‘Strengths/Behaviors.’ Some of the fields will remain at the top of the screen, not as part of the tabbed data. Top section Elements – History inset grid, Date field, Entered by field, Sensitive Information on File checkbox, Date Entered, Other/Specify. On the “strengths/behaviors” tab, there is a box for “conditions not yet diagnosed.” According to the values table, these will be mapped to elements 11 – 15.” <i>Federal team comments: The State should not include these for AFCARS reporting.</i></p> <p>“If a case worker selects a placement, and specific AFCARS elements have not yet been added, a pop-up message is displayed. It identifies the elements that are missing information. Once the worker selects “OK,” the worker is to enter the information on the “client AFCARS information” window, which automatically is displayed.”</p> <p>“<u>Changes to Client/Finances/Eligibility screen</u>: If/when a user indicates on the Client/Finances/Eligibility screen that a child is an SSI recipient, Eligible for DDS, or that an Application for DDS Certification has been made, by checking one or both of the checkboxes, then clicks on Add or Change, an error message is displayed and subsequent data entry pop-up screen appears, which allows the user to make the appropriate selections to support the AFCARS Disability documentation.”</p>
#11 Mental Retardation	3	Screens: Client Characteristics and Psychological Evaluations

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<p>[0 = Does not apply] 1 = Applies</p>		<p>Program code: yi621a: LN 477 - 478</p> <p>Frequency Report (n=15,047): Applies = 1,090 (7%); Does not apply = 13,021 (87%). 936 (6%) records are missing information. There were only 187 records in element #10 that had missing information.</p> <p><i>Post site-visit finding:</i> Frequency Reports - 2006AS (n=14,753): Applies = 1,328 (9%); Does not apply = 13,082 (89%). 343 (2%) records are missing information.</p> <p>2006B (n=14,475): Applies = 1,195 (8%); Does not apply = 12,950 (89%). 330 (2%) records are missing information.</p> <p>The program code also checks the fields for functioning level on the psychological evaluation screen for levels of mental retardation.</p> <p>Case file review findings: 13 (19%) of the records analyzed did not match what was reported in AFCARS. In seven of the error cases, the response should have been “applies” instead of “does not apply.” There were several errors in which element #10 was reported as a “yes,” but elements #11 – 15 were blank. In three of them, this element should have been “applies.”</p>
<p>#12 Visually/Hearing Impaired</p> <p>[0 = Does not apply] 1 = Applies</p>	<p align="center">2</p>	<p>Screen: Client Characteristics</p> <p>Frequency Report (n=15,047): Applies = 93 (.62%); Does not apply = 14,018 (93%). 936 (6%) records are missing information. There were only 187 records in element #10 that had missing information.</p> <p><i>Post site-visit finding:</i> Frequency Reports - 2006AS (n=14,753): Applies = 117 (.79%); Does not apply = 14,293 (97%). 343 (2%) records are missing information.</p> <p>2006B (n=14,475): Applies = 115 (.79%); Does not apply = 14,030 (97%). 330 (2%) records are missing information.</p> <p>The conditions “hearing impairment” (454) and “visually impaired” (502) are</p>

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		<p>vague. The State needs to provide ACF with additional documentation defining when these would be indicated.</p> <p>Case file review findings: 6 (9%) of the records analyzed did not match what was reported in AFCARS. In the five agency error cases, the response for elements #11 - 15 was blank, but the answer in element #10 was reported as “yes.” In all of these cases, the reviewer found that this condition should have been “does not apply.” In the Tribal error case, elements #11 – 15 were blank, even though the response to element #10 was “yes.”</p>
<p>#13 Physically Disabled</p> <p>[0 = Does not apply] 1 = Applies</p>	<p>2 3</p>	<p>Screen: Client Characteristics</p> <p>Frequency Report (n=15,047): Applies = 86 (.57%); Does not apply = 14,205 (93%). 936 (6%) records are missing information. There were only 187 records in element #10 that had missing information.</p> <p>Post site-visit finding: Frequency Reports - 2006AS (n=14,753): Applies = 114 (.77%); Does not apply = 14,296 (97%). 343 (2%) records are missing information.</p> <p>2006B (n=14,475): Applies = 114 (.79%); Does not apply = 14,031 (97%). 330 (2%) records are missing information.</p> <p>Post site-visit findings: The State has improved the number of records reported with a response, and fewer reported as blank.</p> <p><u>Enhancements Document KAHD 49301</u>: State is modifying the system in regard to collecting disability information. The values table for diagnosed disabilities includes “Wheelchair for Mobility” (504) and “Scoliosis” (482). “Scoliosis” (482) should not be mapped to AFCARS. “Wheelchair for Mobility” (504) is not a diagnosis, it is a service, do not map to AFCARS. “Cystic Fibrosis” (441) must be mapped to element #13 not element #15. “Prosthesis” (478) should not be included in AFCARS. The State is to map the actual diagnosed condition. <i>Post site-visit findings. The program code was changed and now it correctly maps the State code for “Cystic Fibrosis” (441)</i></p>

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		<p><i>to this element. Also, the State codes for “Prosthesis” (478), “Scoliosis” (482) and “wheelchair for mobility” (504) were removed from the program code.</i></p> <p>Case file review findings: 6 (9%) of the records analyzed did not match what was reported in AFCARS. In five error cases, the response for elements #11 - 15 was blank, but the answer in element #10 was reported as “yes.” In all of these cases, the reviewer found that this condition should have been “does not apply.” In the Tribal error case, elements #11 – 15 were blank, even though the response to element #10 was “yes.”</p>
<p>#14 Emotionally Disturbed</p> <p>[0 = Does not apply] 1 = Applies</p>	<p>2 3</p>	<p>Screens: Client Characteristics</p> <p>Frequency Report (n=15,047): Applies = 906 (6%); Does not apply = 13,205 (88%). 936 (6%) records are missing information. There were only 187 records in element #10 that had missing information.</p> <p>Post site-visit finding: Frequency Reports - 2006AS (n=14,753): Applies = 1,222 (8%); Does not apply = 13,188 (89%). 343 (2%) records are missing information.</p> <p>2006B (n=14,475): Applies = 1,152 (8%); Does not apply = 12,993 (90%). 330 (2%) records are missing information.</p> <p>The State includes “hallucinates” (453). This is not a diagnosis; include the actual diagnosed condition. <i>Post site-visit findings: The program code was correctly changed by removing the State code for “hallucinates” (453).</i></p> <p>Case file review findings: 15 (22%) of the records analyzed did not match what was reported in AFCARS. In one error case, the AFCARS file was blank, but the reviewer found that this category applied. In four error cases, the response for elements #11 - 15 was blank, but the answer in element #10 was reported as “yes.” In all of these cases, the reviewer found that this condition should have been “applies.” In nine error cases, the response should have been “applies” instead of “does not apply.” In the Tribal error case, elements #11 – 15 were blank, even though the response to element #10 was “yes.”</p>

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<p>#15 Other Medically</p> <p>[0 = Does not apply] 1 = Applies</p>	<p align="center">2</p>	<p>Screen: Client Characteristics</p> <p>Frequency Report (n=15,047): Applies = 406 (3%); Does not apply = 13,705 (91%). 936 (6%) records are missing information. There were only 187 records in element #10 that had missing information.</p> <p>Post site-visit finding: Frequency Reports - 2006AS (n=14,753): Applies = 269 (2%); Does not apply = 14,141 (96%). 343 (2%) records are missing information.</p> <p>2006B (n=14,475): Applies = 286 (2%); Does not apply = 13,859 (96%). 330 (2%) records are missing information.</p> <p><u>Enhancements Document KAHD 49301</u>: The State is modifying the system in regard to collecting disability information. The values table for diagnosed special needs includes “Asthma” (430) and “Cystic Fibrosis” (441).  “Asthma” (430): Include in AFCARS only if it is chronic debilitating, or severe. Map “Cystic Fibrosis” (441) to element #13.  <i>Post site-visit finding: “Asthma” was removed from the extraction code. The State code for “Cystic Fibrosis” (441) is now mapped to element #13 instead of this element.</i></p> <p>Children that are diagnosed as HIV or AIDs are not included as having an “other diagnosed condition.” The State must find a means to include that the child has an "other diagnosed medical condition."</p> <p>Case file review findings: 16 (23%) of the records analyzed did not match what was reported in AFCARS. In six error cases, the response should have been “applies” instead of “does not apply.” In five of the agency error cases, the response was “does not apply” instead of “applies.” These were errors that occurred with regard to elements #14 and #15 that were due to miscoding. In four error cases, the response for elements #11 -15 was blank, but the answer in element #10 was reported as “yes.” In all of these cases, the reviewer found that this condition should have been “does not apply.” In the Tribal error case,</p>

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		elements #11 – 15 were blank, even though the response to element #10 was “yes.” Element #15 should have been “applies.”
<p>#16 Has this child ever been adopted?</p> <p>1 = Yes 2 = No 3 = Unable to Determine</p>	4	<p>Screen: Referral, Demographics; General Information, General Information, Other Details tab</p> <p>Frequency Report (n=15,047): Yes = 347 (2%); No = 14,023 (93%); Unable to determine = 667 (4%); Not reported = 10</p> <p>Frequency Report (2006A Subsequent) (n=14,753): Yes = 356 (2%); No = 13,877 (94%); Unable to determine = 516 (4%); Not reported = 4</p> <p>Frequency Report (2006B) (n=14,475): Yes = 352 (2%); No = 13,634 (94%); Unable to determine = 476 (3%); Not reported = 13</p> <p>In the case section of the system the screen, “general information” contains a tab for “other details.” There is a field for “adoption information.” It contains the question of whether the child had ever been adopted.</p> <p>This is a required field on the screen.</p>
<p>#17 If yes, how old was the child when the adoption was legalized?</p> <p>[0 = Not Applicable] 1 = less than 2 years old 2 = 2-5 years old 3 = 6-12 years old 4 = 13 years or older 5 = Unable to Determine</p>	<p>≥ 4</p>	<p>Frequency Report (n=15,047): Not applicable = 14,023 (93%); Unable to determine = 691 (5%); Not reported = 10</p> <p>Frequency Report (2006A Subsequent) (n=14,753): Not applicable = 13,877 (94%); Unable to determine = 516 (4%); Not reported = 22</p> <p>Frequency Report (2006B) (n=14,462): Not applicable = 13,634 (94%); Unable to determine = 476 (3%); Not reported = 33</p> <p>In the case section of the system, the screen “general information” contains a tab for “other details.” There is a field for “adoption information,” which contains a field for the age of the child at the time of the adoption.</p> <p>The number of “unable to determine” responses for element #17 is greater than the number of responses for “unable to determine” in element #16. The responses for “unable to determine” in elements #16 and #17 should be equal.</p>

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		<p>Missing ages are incorrectly coded as “unable to determine.” In the test deck results, all of the cases had responses for this element, even though some should have been blank. If the child was previously adopted, but the age is unknown, this element must be left blank.</p> <p><i>Post site-visit findings: The program code was changed by removing the inclusion of the value “unable to determine” at line 605, and by setting this element to blank if the child was previously adopted, but the age is unknown. The frequencies for the subsequent 2006A file and the regular 2006B data indicate matches in elements #16 and #17 for “not applicable,” and for “unable to determine.”</i></p>
<p>#18 Date of First Removal from Home</p> <p>____(mo) ____ (day)____(year)</p>	<p align="center">3</p>	<p>Screen: Removal Program code: YI621A</p> <p>Frequency report: one record is missing a date.</p> <p>The screen contains a field to enter the removal date and the time of the removal. This information is also reflected in a history box for removals.</p> <p>This is a required field.</p> <p>The program code checks if the only placement is a hospital, acute psychiatric hospital, residential psychological setting (in-patient hospitalization), or a detention placement. If it is, these children’s records will not be a part of the AFCARS population.</p> <p>If the child does enter a foster care placement after being in one of the above settings, then that information is not included in the extraction file and the removal date and the removal transaction date will be set to the placement dates.</p> <p>During the case file review, there were some records in which the first removal</p>

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		<p>episode was earlier than what was reported in AFCARS. The State indicated they will look at having a prompt for the workers to check the paper file for pre-KIDS information to ensure that there are no other removals that did not get entered into KIDS.</p> <p>Case file review findings: 10 (15%) of the records analyzed did not match what was reported in AFCARS. In four error cases, the reviewer found an earlier date than the one reported to AFCARS (pre-conversion). In one error case, elements #18 and #21 had different dates of removal, but the AFCARS file indicated only one removal in element #19 and no date of discharge for element #20. In one error case, the date reported was the date the State received legal custody, but the child was in a hospital. The actual removal date for AFCARS reporting was five days later. In one agency error case, the reviewer found a later date than the one reported to AFCARS. In the Tribal error case, an earlier date was found.</p>
#19 Total Number of Removals from Home	3	<p>Screen: Removal</p> <p>The screen contains a field to enter the removal date and the time of the removal. This information is also reflected in a history box for removals.</p> <p>Case file review findings: 12 (19%) of the records analyzed did not match what was reported in AFCARS. In eleven of the agency error cases, the reviewers found more removal episodes than what were reported to AFCARS. In one error case, elements #18 and #21 had different dates of removal, but the AFCARS file indicated only one removal in element #19 and no date of discharge for element #20.</p> <p><i>Post site-visit findings: The state modified the program code by checking closed cases when the AFCARS removal switch is "Y." These are closed removals in which the removal was for more than 24 hours and there were either no placements or one placement. If the placement was an acute psychiatric hospital, a "Psych RTC," detention, a trial adoption, a trial</i></p>

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<p>#20 Date Child was Discharged from last foster care episode (if applicable)</p> <p>____(mo) ____ (day)____(year)</p>	<p align="center">3</p>	<p><i>reunification, or a hospital, it was not included.</i></p> <p>Screen: Removal</p> <p>The screen contains a field to enter the removal date, the discharge date, and the time the removal started and ended. This information is also reflected in a history box for removals.</p> <p>Case file review findings: 14 (23%) of the records analyzed did not match what was reported in AFCARS. In eleven of the error cases, a date should have been reported because there were two or more removals. In two error cases, the reviewer found a later discharge date than the one reported to AFCARS. In one error case, elements #18 and #21 had different dates of removal but the AFCARS file indicated only one removal in element #19, and no date of discharge for element #20.</p> <p><i>Post site-visit findings: The program code was modified to get the latest discharge date that is not for the current removal episode (LN 1160).</i></p>
<p>#21 Date of Latest Removal</p> <p>____(mo) ____ (day)____(year)</p>	<p align="center">4 3</p>	<p>Screen: Removal</p> <p>The screen contains a field to enter the removal date and the time of the removal. This information is also reflected in a history box for removals.</p> <p>This is a required field.</p> <p>Note: Remove from the program code the lines regarding criteria I, II, and III. <i>Post site-visit findings: This section is commented out.</i></p> <p>The rating factor for this element was changed due to the case file review findings.</p> <p>Case file review findings: 11 (16%) of the records analyzed did not match what was reported in AFCARS. In one error case, the reviewer found an earlier date</p>

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Data Element	Rating Factor	Findings/Notes
		<p>than the one reported to AFCARS. In four error cases, the reviewer found later dates than the one reported to AFCARS. In three agency error cases, the reviewers found later dates than what were reported to AFCARS due to earlier removal episodes that were not counted. In one error case, the date of removal was actually later than what was reported. The date reported was when the State had “protective supervision” and the child had not been placed into foster care. In one error case, elements #18 and #21 had different dates of removal but the AFCARS file indicated only one removal in element #19 and no date of discharge for element #20. In the Tribal error case, an earlier date was found.</p>
<p>#22 Date of Latest Removal Transaction Date</p> <p>____(mo) ____ (day)____(year)</p>	<p align="center">4</p>	<p>Screen: Removal</p> <p>The date and time the information for the start and end of the removal is displayed on the screen.</p> <p>In the program code for those records of children whose first living arrangement after removal was a locked facility or a hospital setting and who then are placed in a foster care setting, the transaction date will be the “placement transaction date.” If one is missing, the removal date and the removal transaction date are kept.</p>
<p>#23 Date of Placement in Current Foster Care Setting</p> <p>____(mo) ____ (day)____(year)</p>	<p align="center">2</p>	<p>Screen: Placement module: Enter/Exit</p> <p>Frequency report: For this element, element #41, and element #42, there are 156 records missing a date of placement. There are no records missing a placement count.</p> <p>The screen contains sections for the placement entry, type of care details, and the placement exit. The screen also displays the current removal date and time.</p> <p>The staff indicated the missing placement information more than likely represents children entering foster care at the end of the report period, and the worker has not yet entered the placement information.</p>

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Data Element	Rating Factor	Findings/Notes
		<p>If a child is in a “respite” stay as of the end of the report period, the program code is incorrectly including it as a new placement. The date is set to when the respite stay started. Once it ends and the child returns to the same foster home, the placement date reverts to the start date of that placement. The respite placement is to be included only if it becomes an actual placement and not a respite stay.</p> <p>The program code incorrectly excludes detention placements that are less than 30 days. These must be included regardless of the length of stay.</p> <p>The State does include children in the foster care file who at the time the agency removes the child from his or her home, or the child is court ordered into the agency’s responsibility for care and placement, runs away. The date of placement will be the date the removal began.</p> <p>Case file review findings: 9 (15%) of the records analyzed did not match what was reported in AFCARS. In four of the agency error cases, the reviewer found a later date than what was reported to AFCARS. In one agency error case, the reviewer found a later date than what was reported. In four error cases, the date was wrong because the reviewer found an additional placement after the one reported.</p>
#24 Number of Previous Placement Settings in This Episode	2	<p>Program code: LN 2622; 2645</p> <p>Frequency report: There are no records missing a placement count. However, for elements #23, #41, and #42, there are 156 records missing placement information. It appears that the placement count is defaulted to “1.”</p> <p><i>Post site-visit findings: The 2006AS file contains 98 records with a count of zero and no records missing information. The 2006B file contains 80 records with a count of zero and no records missing information.</i></p> <p>The State does include children who at the time the agency removes the child</p>

**AFCARS ASSESSMENT REVIEW FINDINGS: Foster Care Data Elements**

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Data Element	Rating Factor	Findings/Notes
		<p>from his or her home, or the child is court ordered into the agency's responsibility for care and placement, the child runs away. The date of placement will be the date the removal began. The count should be zero if there are no other placements.</p> <p>If a child is in a "respite" stay as of the end of the report period, the program code is incorrectly including it as a new placement. The date is set to when the respite stay started and the placement count is incremented by one. Once it ends, and the child returns to the same foster home, the placement date reverts to the start date of that placement and the count is decreased by one. The respite placement is to be included only if it becomes an actual placement and not a respite stay.</p> <p>The program code incorrectly excludes detention placements other than those that were the first placement. These must be included.</p> <p>The program code excludes all hospital stays less than 30 days. The State provided the Federal review team their Medicaid policies regarding acute psychiatric hospitalizations. The Federal review will review and provide the State with additional guidance. <i>Post site-visit finding: Based on the State's policy, psychiatric acute care stays for Medicaid purposes is five days. After five days, if the child meets certain medical necessity standards, the stay can be extended for another five days. Based on this information, the program code must be modified to include psychiatric hospital stays that are more than five days, or ten days if extended. This same logic should also be applied to stays for medical treatment.</i></p> <p>The program code incorrectly excludes placements that start and end on the same day. The State must record and report all new placements. In the CWPM, section 1.2B.7 question #7, we clarify that a new placement setting results when the foster care setting changes, for example, when a child moves from one foster family home to another, or to a group home or institution." In 1.2.B.7</p>

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**State: Oklahoma**

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Data Element	Rating Factor	Findings/Notes
		<p>question #21 of the CWPM, we address the issue of temporary absences and list certain situations that are not to be included as a placement setting, such as visitation or acute hospitalizations. It does not mean that a placement setting is defined by a 24 hour period. <i>Post site-visit findings: The program code was modified by removing the check for placements with the start and end date on the same day (LN 2821). They are now included.</i></p> <p>Case file review findings: 17 (31%) of the records analyzed did not match what was reported in AFCARS. In eleven error cases, there were more placements than what were reported to AFCARS. In four error cases, there were fewer placements. In the two Tribal error cases, the reviewers found more placements than what were reported in AFCARS.</p>
<p>#25 Manner of Removal From Home for Current placement Episode</p> <p>1 = Voluntary 2 = Court Ordered 3 = Not Yet Determined</p>	<p>2 3</p>	<p>Screen: Removal</p> <p>There is a field for “removal context,” which includes the reason for removal and current removal status.</p> <p>For removals resulting from a voluntary placement agreement, the program code incorrectly extracts “court order” when a subsequent court order is issued to continue the child in foster care. This element must remain “voluntary.”</p> <p><i>Post site-visit findings: The program code was modified by substituting “removal type” and replacing it with “initial removal type” in order to extract the manner of removal that first brought the child into care for the current removal episode. (LN 542)</i></p>
<p>Actions or Conditions Associated With Child’s Removal</p> <p>#26 Physical Abuse</p> <p>[0-Does not Apply] 1-Applies</p>	<p>3</p>	<p>Screen: Removal</p> <p>There is a field for “conditions,” which is multi-select. This is a required field.</p> <p>#26 - 40 was found to be underreported during the case file review. The State will need to address via training and supervisory oversight.</p> <p>Case file review findings: 4 (6%) of the records analyzed did not match what</p>

**AFCARS ASSESSMENT REVIEW FINDINGS: Foster Care Data Elements**  
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Data Element	Rating Factor	Findings/Notes
		was reported in AFCARS.
#27 Sexual Abuse	3	Case file review findings: 2 (3%) of the records analyzed did not match what was reported in AFCARS.
#28 Neglect	3	Case file review findings: 8 (12%) of the records analyzed did not match what was reported in AFCARS.
#29 Parent Alcohol Abuse	3	Case file review findings: 14 (20%) of the records analyzed did not match what was reported in AFCARS.
#30 Parent Drug Abuse	3	Case file review findings: 10 (15%) of the records analyzed did not match what was reported in AFCARS.
#31 Child Alcohol Abuse	3	Case file review findings: 11 (16%) of the records analyzed did not match what was reported in AFCARS.
#32 Child Drug Abuse	3	Case file review findings: 1 of the records analyzed did not match what was reported in AFCARS.
#33 Child Disability	3	Case file review findings: 4 (6%) of the records analyzed did not match what was reported in AFCARS.
#34 Child's Behavior Problem	3	Case file review findings: 2 (3%) of the records analyzed did not match what was reported in AFCARS.
#35 Death of Parent	3	Case file review findings: 1 of the records analyzed did not match what was reported in AFCARS.
#36 Incarceration of Parent	3	Case file review findings: 3 (4%) of the records analyzed did not match what was reported in AFCARS.
#37 Caretaker Inability to Cope Due to Illness or Other Reasons	3	Case file review findings: 3 (4%) of the records analyzed did not match what was reported in AFCARS.
#38 Abandonment	3	Case file review findings: 5 (7%) of the records analyzed did not match what was reported in AFCARS.
#39 Relinquishment	3	Case file review findings: 3 (4%) of the records analyzed did not match what was reported in AFCARS.
#40 Inadequate Housing	3	Case file review findings: 5 (7%) of the records analyzed did not match what was reported in AFCARS.
#41 Current Placement Setting	2	Screen: Placement module: Enter/Exit

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Data Element	Rating Factor	Findings/Notes
<p>1 = Pre-Adoptive Home                      2 = Foster Family Home-Relative                      3 = Foster Family Home-Non-Relative                      4 = Group Home                      5 = Institution                      6 = Supervised Independent Living                      7 = Runaway                      8 = Trial Home Visit</p>		<p>Frequency Report (n=15,047): Pre-Adoptive Home = 865 (6%); Foster Family Home (Relative) = 4,255 (28%); Foster Family Home (Non-Relative) = 6,289 (42%); Group Home = 1,005 (7%); Institution = 617 (4%); Supervised Independent Living = 17 (.11%); Runaway = 73 (.49%); Trial Home Visit = 1,770 (12%); Not reported = 156</p> <p>Frequency Report 2006AS (n=14,753): Pre-Adoptive Home = 753 (5%); Foster Family Home (Relative) = 3,788 (26%); Foster Family Home (Non-Relative) = 5,705 (39%); Group Home = 870 (6%); Institution = 589 (4%); Supervised Independent Living = 18 (.12%); Runaway = 176 (1%); Trial Home Visit = 2,768 (19%); Not reported = 86</p> <p>Frequency Report 2006B (n=14,475): Pre-Adoptive Home = 1,014 (7%); Foster Family Home (Relative) = 3,788 (26%); Foster Family Home (Non-Relative) = 5,594 (39%); Group Home = 832 (6%); Institution = 570 (4%); Supervised Independent Living = 15 (.10%); Runaway = 140 (.97%); Trial Home Visit = 2,450 (17%); Not reported = 72</p> <p>For this element, element #23, and element #42 there are 156 records missing a date of placement. There are no records missing a placement count. <i>Post site-visit findings: The number of records reported with missing data has been reduced by half in the 2006AS and the 2006B files.</i></p> <p>The staff indicated the missing placement information is more than likely children entering foster care at the end of the report period and the worker has not yet entered the placement information.</p> <p>The screen contains sections for the placement entry, type of care details, and the placement exit. The screen also displays the current removal date and time.</p> <p>The program code checks for all placements for the current removal episode.</p> <p>The State does include children in the foster care file who at the time the agency removes the child from his or her home, or the child is court ordered</p>

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Data Element	Rating Factor	Findings/Notes
		<p>into the agency’s responsibility for care and placement, runs away. The date of placement will be the date the removal began.</p> <p>The program code does not include any placement stays in hospital, acute psychiatric settings, and detention placements that are less than 30 days. Residential psychiatric settings are kept. The State provided the Federal review team their Medicaid policies regarding acute psychiatric hospitalizations. The Federal review will review and provide the State with additional guidance.  <i>Post site-visit finding: Based on the State’s policy, psychiatric acute care stays for Medicaid purposes is five days. After five days, if the child meets certain medical necessity standards, the stay can be extended for another five days. Based on this information, the program code must be modified to include psychiatric hospital stays that are more than five days, or ten days if extended. This same logic should also be applied to stays for medical treatment.</i></p> <p>The program code checks if a placement starts and ends on the same day. If it does, the program code excludes those placements. This is incorrect. The State must record and report all new placements. In the CWPM, section 1.2B.7 question #7, we clarify that a new placement setting results when the foster care setting changes, for example, when a child moves from one foster family home to another, or to a group home or institution.” In 1.2.B.7 question #21 of the CWPM, we address the issue of temporary absences and list certain situations that are not to be included as a placement setting, such as visitation or acute hospitalizations. It does not mean that a placement setting is defined by a 24 hour period. <i>Post site-visit findings: The program code was modified by removing the check for placements with the start and end date on the same day (LN 2821). They are now included.</i></p> <p>If a child is in a “respite” stay as of the end of the report period, the program code is incorrectly including it as a new placement. The date is set to when the respite stay started and the placement count is incremented by one. Once it ends, and the child returns to the same foster home, the placement date reverts</p>

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Data Element	Rating Factor	Findings/Notes
		<p>to the start date of that placement and the count is decreased by one. The respite placement is to be included only if it becomes an actual placement and not a respite stay.</p> <p>The program code incorrectly excludes detention placements other than those that were the first placement. These must be included.</p> <p>Case file review findings: 10 (15%) of the records analyzed did not match what was reported in AFCARS. In one error case the living arrangement was “non-relative foster home” instead of “institution.” In two error cases, the living arrangement was “group home” instead of “institution.” In one error case, the living arrangement was “runaway” instead of “institution.” In one error case, the living arrangement was a “trial home visit” instead of “relative foster home.” In one error case, the living arrangement was a “trial home visit” instead of “non-relative foster home.” In one error case, the living arrangement was “group home” instead of “non-relative foster home.” In one error case, the living arrangement was “foster home, relative” instead of “non-relative foster home.” In one Tribal error case, the response should have been “group home” instead of “foster family home, non-relative.” In this case, element #49 was correctly reported as blank. In the other Tribal error case, the living arrangement was “foster family home, relative” instead of “foster family home, non-relative.”</p> <p><i>Post site-visit findings: The State added new resource codes to the extraction routine. These are “Bridge Home (13416), “shelter host homes – contractor” (13418), and “shelter host homes – home” (13419). These are mapped to “foster family home-non-relative.” The State also added the value 2526, “Psychiatric Day Treatment/Partial Hospital” and mapped it to “institution.” Please provide the Children’s Bureau with a description of this setting. Two new codes were added for Tribal approved foster care settings; “45137, The Oaks Indian Center” and “30739, Murrow Indian Children’s Home.” These values are mapped to “group home.” These settings were incorrectly mapped</i></p>

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Data Element	Rating Factor	Findings/Notes
		<i>to “foster family home-non-relative,” and are now correctly mapped to “group home.”</i>
#42 Is Current Placement Out-of-State?  1=Yes (Out of State placement) 2=No (In-State placement)	4	
#43 Most recent case plan goal  1 = Reunify With Parent(s) Or Principal Caretaker(s) 2 = Live With Relative(s) 3 = Adoption 4 = Long Term Foster Care 5 = Emancipation 6 = Guardianship 7 = Case Plan Goal Not Yet Established	2 3	<p>Screens: Individual Service Plan (ISP), general information tab; Case Plan, Permanency Plan; Court module, Report, Perm Plan and Child Updates tab</p> <p>Frequency report (n=15,047): Reunify = 8,163 (54%); Live With Relative(s) = 14 (.09%); Adoption = 3,756 (25%); Long Term Foster Care = 1,183 (8%); Emancipation = 42 (.28%); Guardianship = 434 (3%); Case Plan Goal Not Yet Established = 920 (6%); Not reported = 535 (4%)</p> <p>There are three locations for recording permanency plans. There is a link between the ISP and the permanency plan. The goal is created in the ISP and carried over.</p> <p>The State also has concurrent plans.</p> <p>If Planned Alternative Permanent Placement (PAPP) is selected, it is mapped to “long-term foster care.” If the child is 16 or older, it is mapped to “emancipation.” <i>Post site-visit finding: The State modified the program code to also check the child’s current living arrangement. If it is with a relative, then this element is mapped to “live with relative”(LN 4725.</i></p> <p>The State maps all goals of “guardianship” to the AFCARS value for “guardianship.” The State must modify either its collection or mapping in order to map goals of guardianship to relatives to “live with relatives.” <i>Post site-visit findings: The program code was corrected. It now checks “guardianship” responses to see if the living arrangement is “foster care home – relative.” If so, then this element is mapped to “live with relatives” (LN 4727).</i></p>

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Data Element	Rating Factor	Findings/Notes
		<p>The program code sets this element to “case plan goal not yet established” if the child is in care for 30 days or less. Otherwise, if no case plan goal is found, this is set to blank. <i>Post site-visit findings: The program code was modified so that if the child is in care for 61 days or less, it sets this element to “case plan goal not yet established.” If the child is in care for 61 or more days without a case plan goal, this element is mapped to blank (LN 864).</i></p>
<p>#44 Caretaker Family Structure</p> <p>1 = Married Couple                  2 = Unmarried Couple                  3 = Single Female                  4 = Single Male                  5 = Unable to Determine</p>	<p>4 3</p>	<p>The State correctly maps the State values for marital status to the AFCARS values, including correctly mapping separated male or separated female to “married couple.”</p> <p>The rating factor was changed based on the case file review findings.</p> <p>Case file review findings: 7 (11%) of the records analyzed did not match what was reported in AFCARS. In two error cases, the AFCARS data indicated “unable to determine,” but the reviewer found that the family structure was “single female.” In two error cases, the reviewer found that the family structure was “married couple” instead of “single female.” In one agency error case, the reviewer found a family structure of “single female” instead of “married couple.” In the Tribal error cases, the response was “unmarried couple” instead of “single female.”</p>
<p>#45 1<sup>st</sup> Primary Caretaker’s Birth Year</p> <p>____(mo) ____ (day)____(year)</p>	<p>3</p>	<p>Screen: Referral, Demographics; Case, General Information, Client Personal Information tab</p> <p>Frequency report: There are three eight-year olds; there is one six-year old; three five-year olds; and one two-year old. <i>Post site-visit finding: These years are not in the subsequent 2006A file or the 2006B file.</i></p> <p>On the “referral” screen, there is a field for the date of birth. There also is a check box for “in household.”</p> <p>If the birth date is not available, the program code substitutes an estimated year</p>

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Data Element	Rating Factor	Findings/Notes
		<p>of birth based on the referral date and age at referral (LN 836-919). The program code was changed June 7, 2006. Since this was added to the program code after the State submitted the data for 2006A, the State will have to re-submit its 2006A data. This is run during the collection periods only. This is so the utility will give an error if the year of birth is missing.</p> <p>Case file review findings: 9 (14%) of the records analyzed did not match what was reported in AFCARS. In six error cases, this element was reported blank when there was actually a date of birth found. In three error cases, the wrong date was reported to AFCARS.</p> <p><i>Post site-visit findings: The number of records missing a date of birth in the subsequent 2006A file decreased from 119 to 56.</i></p>
<p>#46 2<sup>nd</sup> Primary Caretaker's Birth Year (if applicable)</p> <p>____(mo) ____ (day)____(year)</p>	<p align="center">3</p>	<p>Screen: Referral, Demographics; Case, General Information, Client Personal Information tab</p> <p>Frequency report: There are 1,046 records missing the second primary caretaker's year of birth.</p> <p>On the "referral" screen, there is a field for the date of birth. There also is a check box for "in household."</p> <p>There are two 104-year olds; there are four one-year olds, and one infant. <i>Post site-visit findings: The years of birth of 1901 are still in the 2006AS file and there is one record with a year of birth of 2004.</i></p> <p>Case file review findings: 10 (15%) of the records analyzed did not match what was reported in AFCARS. In six error cases, this element was reported blank when there was actually a date of birth found. In one error case, the wrong year was reported. One error case was due to the reviewer's finding for element #44. In the Tribal error case, the AFCARS data was missing, but the response to element #44 was "married couple." In the other Tribal error case, a date</p>

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Data Element	Rating Factor	Findings/Notes
		<p>should have been reported because the reviewer found that the child was removed from an “unmarried couple.”</p> <p><i>Post site-visit findings: The number of records missing a date of birth for the second caretaker in the subsequent 2006A file decreased to 906.</i></p>
<p>#47 Mother’s Date of TPR</p> <p>____(mo) ____ (day)____(year)</p>	<p>4 3</p>	<p>Screen: Court module, Parental Rights, Terminate</p> <p>The screen contains a field for who the termination applies to and the person’s relationship to the child. There also is a tab “termination detail.” This contains an effective date, which is a required field, information on the person whose rights are being terminated, and the date and information regarding appeals.</p> <p>Also, the State must ensure that workers enter the hearing date for the TPR.</p> <p>The rating for this element was changed based on the case file review analysis.</p> <p>Case file review findings: 14 (21%) of the records analyzed did not match what was reported in AFCARS. In seven error cases, the reviewers found earlier dates than what was reported to AFCARS. In four error cases, dates were found (AFCARS had missing data). In one error case, the child had been adopted prior to the current removal episode and the dates reported for TPR were those of the birth parents. The adoptive parents’ rights were not terminated. In one of the Tribal error cases, the AFCARS data was missing, but the reviewer found a TPR date. In the other Tribal error case, the reviewer found an earlier date than the one reported to AFCARS.</p> <p><i>Post site-visit findings: The program code was modified to report the latest TPR date for any mother of the child.</i></p>
<p>#48 Legal or Putative Father’s TPR</p> <p>____(mo) ____ (day)____(year)</p>	<p>2 3</p>	<p>Screen: Court module, Parental Rights, Terminate</p> <p>The screen contains a field for who the termination applies to and the person’s relationship to the child. There also is a tab “termination detail.” This contains</p>

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**State: Oklahoma**

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<b>Data Element</b>	<b>Rating Factor</b>	<b>Findings/Notes</b>
		<p>an effective date, which is a required field, information on the person whose rights are being terminated, and the date and information regarding appeals.</p> <p>If there are two dates for the same person, the program code correctly extracts the latest date.</p> <p>The program code has a hierarchy for extracting TPR dates. If it finds the biological father's TPR and a second father's TPR, the program code will only extract the biological father's TPR; even if the other TPR date is later. The program code needs to be modified to extract the latter of the two dates.</p> <p>Case file review findings: 10 (15%) of the records analyzed did not match what was reported in AFCARS. In one error case, the wrong date was reported. In two error cases, dates were found (AFCARS had missing data). In one error case, the child had been adopted prior to the current removal episode and the dates reported for TPR were those of the birth parents. The adoptive parents' rights were not terminated. In three error cases, an earlier date was found. In one error case, the AFCARS information was blank, but the reviewer found a deceased date. In two of the Tribal error cases, the AFCARS data was missing, but the reviewer found a TPR date.</p> <p><i>Post site-visit findings: The program code was modified to report the latest TPR date for any father of the child. The hierarchy was removed.</i></p>
<p>#49 Foster Family Structure</p> <p>0 = Not Applicable                      1 = Married Couple                      2 = Unmarried Couple                      3 = Single Female                      4 = Single Male</p>	<p align="center">2 3</p>	<p>Screen: Resource module: Information, Resource tab</p> <p>Frequency report (n=15,047): Married couple = 7,640 (51%); Unmarried couple = 352 (2%); Single female = 2,883 (19%); Single male = 190 (1%); Not applicable = 3,638 (24%); Not reported = 344 (2%)</p> <p>Frequency report 2006AS (n=14,753): Married couple = 6,892 (47%); Unmarried couple = 306 (2%); Single female = 2,668 (18%); Single male = 182 (1%); Not applicable = 4,421 (30%); Not reported = 284 (2%)</p> <p>Frequency report 2006B (n=14,475): Married couple = 6,961 (48%);</p>

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**AFCARS Reporting Period: October 1, 2005 – March 31, 2006 (2006A)**

Data Element	Rating Factor	Findings/Notes
		<p>Unmarried couple = 357 (2%); Single female = 2,661 (18%); Single male = 196 (1%); Not applicable = 4,007 (28%); Not reported = 293 (2%)</p> <p>In the period under review, there are 11,409 records reflecting foster home settings in element #41, and only 11,065 records reported with a family structure in this element. There were 344 records missing information. The missing records reflect foster family structures that have not been entered into the system. Based on the number of records reported for this element as “not applicable,” it appears that the records missing information in element #41 (156) are being mapped to “not applicable” for this element. <i>Post site-visit findings: In the frequency reports for the 2006AS and 2006B files the number of “not applicable” for this element matches what is reported as non-foster homes in element #41. There still appears to be more missing data in both files.</i></p> <p>The screen has fields for “resource category,” “resource type,” and start/end dates. There also are fields for name of the resource, “related information,” and address. In the “related information” section there is information on the family structure and the license number.</p> <p>The program code checks for the type of placement setting in element #41, if it is other than a foster home this element is incorrectly set to blank. It should be set to “not applicable.” <i>Post site-visit findings: The State modified the program code to set this element to “not applicable,” if the placement setting in element #41 is other than a foster home.</i></p> <p>Case file review findings: 7 (10%) of the records analyzed did not match what was reported in AFCARS. In one error case the response should have been “not applicable” instead of “married couple.” In one error case, the response should have been “single female” instead of “married couple.” In three error cases, the information was missing and it should have been “married couple.” In one error case, the response should have been “not applicable” instead of “single female.” One error case was due to element #41 being found to be</p>

**AFCARS ASSESSMENT REVIEW FINDINGS: Foster Care Data Elements**

**State: Oklahoma**

**AFCARS Reporting Period: October 1, 2005 – March 31, 2006 (2006A)**

Data Element	Rating Factor	Findings/Notes
		<p>incorrect.</p> <p><i>Post site-visit findings: See changes made for element #41 regarding re-coded placement settings. These changes also affect this element and what is to be reported for family structure. This may account for the frequency numbers.</i></p>
#50 1 <sup>st</sup> Foster Caretaker's Birth Year	3	<p>Screen: Resource module: Homes, Members LN 3329-3332;3429; 3530; 3657-3667; 6760-6763</p> <p>Frequency report: There is a 14 year old foster mom and three 12-year olds. There are 326 records with an invalid year of birth. Default years: 1800; 0000; and 1111. There are 11,409 records reflecting foster home settings in element #41, and 11,065 records reported with a family structure in element #49. There are 11,409 records with a year of birth. <i>Post site-visit finding: In the 2006AS and 2006B files, all dates reflect foster caretakers are at least 18 years old and there are no invalid dates reported in the 2006AS file.</i></p> <p>The State staff indicated that a change was made to the program code after the 2006A report period data were submitted. The data should no longer have the default of 1800. The value "1800" is used in an intermediate step to represent missing data, but is converted to blank later in the program code (LN 7005). The State will re-submit 2006A data for confirm change regarding default year. <i>Post site-visit finding: There are no invalid dates reported in the 2006AS file.</i></p> <p>Case file review findings: 8 (12%) of the records analyzed did not match what was reported in AFCARS. In three error cases, this information should have been blank. Reviewer found that element #49 was "not applicable." In one error case, a default year of 1800 was reported. The reviewer found an actual birth year. In two error cases, the AFCARS data was blank, but the reviewer found a date. In one error case, this field should have been blank, based on the finding for element #41. This element had a date. In one error case, the field should have been blank, but "1111" was reported.</p>

**AFCARS ASSESSMENT REVIEW FINDINGS: Foster Care Data Elements**

**State: Oklahoma**

**AFCARS Reporting Period: October 1, 2005 – March 31, 2006 (2006A)**

Data Element	Rating Factor	Findings/Notes
		<i>Post site-visit findings: The program code was modified to map this element to blank if element #41 is other than a foster home setting. If element #41 is a foster home setting, then it extracts the year of birth for the first foster parent.</i>
#51 2 <sup>nd</sup> Foster Caretaker's Birth Year	3	<p>The State staff indicated that a change was made to the program code after the 2006A report period data were submitted. The data should no longer have the default of 1800. The value "1800" is used in an intermediate step to represent missing data, but is converted to blank later in the program code (LN 7005). The State will re-submit 2006A data to confirm the change regarding default year. <i>Post site-visit finding: All dates reflect foster caretakers are at least 18 years old. There are no invalid dates reported in the 2006AS file.</i></p> <p>Case file review findings: 7 (10%) of the records analyzed did not match what was reported in AFCARS. In two error cases, "0000" was reported, but the reviewer found 1940. In both cases, "married couple" was reported in element #49, and verified by the reviewer. In one error case, this information should have been zeros. In one error case, a default year of 1800 was reported. The reviewer found an actual birth year. In one error case, the reviewer found a different year than the one reported. In two error cases, the AFCARS data was blank, but the reviewer found a date.</p>
<p>#52 1<sup>st</sup> Foster Caretaker's Race</p> <ul style="list-style-type: none"> <li>a. American Indian or Alaska Native</li> <li>b. Asian</li> <li>c. Black or African American</li> <li>d. Native Hawaiian or Other Pacific Islander</li> <li>e. White</li> <li>f. Unable to Determine</li> </ul>	2	<p>Screen: Resource module: Homes, Members</p> <p>The screen has fields for "primary" and "secondary" races. The "secondary" race field is multi-select. There also is a field for languages spoken.</p> <p>If "unable to determine" is selected as a primary race, a secondary race cannot be selected. If a race is selected in the primary race field, then "unable to determine" cannot be selected in the "secondary" race field.</p> <p>If the case worker selects "unable to determine," a message appears reminding the worker of the proper use of "unable to determine."</p> <p>The program code sets each of the AFCARS race fields to "applies" if the</p>

**AFCARS ASSESSMENT REVIEW FINDINGS: Foster Care Data Elements**

**State: Oklahoma**

**AFCARS Reporting Period: October 1, 2005 – March 31, 2006 (2006A)**

Data Element	Rating Factor	Findings/Notes
		<p>corresponding race is selected in either the “Primary Race” selection box or the “Secondary Race” selection box.</p> <p>There is a default that if the worker does not know the information, “unable to determine” is reported.</p> <p>This field should not be initialized to zero. If data are missing, each race category is to be blank.</p> <p>The State should reconsider the use of “primary” and “secondary” race fields. ACF recommends that OK DHS revise the field for race by combining the two fields into one field that is multi-select.</p>
<p>#53 1<sup>st</sup> Foster Caretaker’s Hispanic or Latino Origin</p> <p>0 = Not applicable                      1 = Yes                      2 = No                      3 = Unable to Determine</p>	<p align="center">4</p>	<p>Screen: Resource module: Homes, Members</p>
<p>#54 2<sup>nd</sup> Foster Caretaker’s Race (if applicable)</p> <p>a. American Indian or Alaska Native                      b. Asian                      c. Black or African American                      d. Native Hawaiian or Other Pacific Islander                      e. White                      f. Unable to Determine</p>	<p align="center">2</p>	<p>Screen: Resource module: Homes, Members</p> <p>The screen has fields for “primary” and “secondary” races. The “secondary” race field is multi-select. There also is a field for languages spoken.</p> <p>If “unable to determine” is selected as a primary race, a secondary race cannot be selected. If a race is selected in the primary race field, then “unable to determine” cannot be selected in the “secondary” race field.</p> <p>If the case worker selects “unable to determine,” a message appears reminding the worker of the proper use of “unable to determine.”</p> <p>The program code sets each of the AFCARS race fields to “applies” if the corresponding race is selected in either the “Primary Race” selection box or the</p>

**AFCARS ASSESSMENT REVIEW FINDINGS: Foster Care Data Elements**

**State: Oklahoma**

**AFCARS Reporting Period: October 1, 2005 – March 31, 2006 (2006A)**

Data Element	Rating Factor	Findings/Notes
		<p>“Secondary Race” selection box.</p> <p>There is a default that if the worker does not know the information, “unable to determine” is reported.</p> <p>This field should not be initialized to zero. If data are missing, each race category is to be blank.</p> <p>The State should reconsider the use of “primary” and “secondary” race fields. ACF recommends that OK DHS revise the field for race by combining the two fields into one field that is multi-select.</p>
<p>#55 2<sup>nd</sup> Foster Caretaker’s Hispanic Origin</p> <p>[0 = Not Applicable] 1 = Yes 2 = No 3 = Unable to Determine</p>	<p align="center">4</p>	<p>Screen: Resource module: Homes, Members</p>
<p>#56 Date of Discharge from foster care</p> <p>____(mo) ____ (day)____(year)</p>	<p align="center">4</p>	<p>Screen: Removal</p> <p>The screen contains a field to enter the removal date and the time of the removal.</p> <p>This information is also reflected in a history box for removals.</p> <p>This is a required field.</p>
<p>#57 Date of Discharge Transaction Date</p> <p>____(mo) ____ (day)____(year)</p>	<p align="center">4</p>	
<p>#58 Reason for Discharge</p> <p>[0 = Not Applicable]</p>	<p align="center">2 3</p>	<p>Screen: Removal</p> <p>The frequency report indicates a response for “not applicable,” but the test</p>

**AFCARS ASSESSMENT REVIEW FINDINGS: Foster Care Data Elements**

**State: Oklahoma**

**AFCARS Reporting Period: October 1, 2005 – March 31, 2006 (2006A)**

Data Element	Rating Factor	Findings/Notes
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		cases did not.  The screen contains a field to enter the removal date and the time of the removal. This information is also reflected in a history box for removals.  This is a required field.  Relative guardianships are incorrectly mapped to “live with relative.” <i>Post site-visit findings: The program code was modified to map the State code for “guardianship/relative” (1566) to the AFCARS value “guardianship” instead of “live with relative.” [LN 547]</i>
#59 Title IV-E (Foster Care)  0-Does not apply 1-Applies	4	Post site-visit finding: The program code at line 4860 and 4917 refers to having some type of payment made during the child’s period of eligibility. The State needs to schedule a conference call with Children’s Bureau to discuss this process. It is possible the State is not correctly coding certain situations as applies. (For example, children entering care in the last month of the report period or cases where the only month that is reimbursable is the last month of the report period, but the payment is made in the next month.)
#60 Title IV-E (Adoption Subsidy)  0-Does not apply 1-Applies	4	
#61 Title IV-A (Aid to Families with Dependent Children)  0-Does not apply 1-Applies	4	
#62 Title IV-D (Child Support)  0-Does not apply 1-Applies	3	The State has made a change to the program code that it will send to ACF for review. Once the change is implemented, the State will re-submit the 2006A data file. <i>Post site-visit findings: The frequency increased by about 900 in the 2006AS file.</i>

**AFCARS ASSESSMENT REVIEW FINDINGS: Foster Care Data Elements**

**State: Oklahoma**

**AFCARS Reporting Period: October 1, 2005 – March 31, 2006 (2006A)**

Data Element	Rating Factor	Findings/Notes
#63 Title XIX (Medicaid)  0-Does not apply 1-Applies	4	
#64 SSI or other Social Security Act Benefits  0-Does not apply 1-Applies	3	The program code has been modified since the State submitted the 2006A data.  The State will re-submit the 2006A data. <i>Post site-visit finding: The frequency increased by about 600 in the 2006AS file.</i>  <i>Post site-visit findings: Enhancements to the program code have been made, including the use of new SSI database tables instead of a flat file, adding social security benefits to types of income, and the use of SSA (Bendex) data along with SDX and income data.</i>
#65 None of the Above  0-Does not apply 1-Applies	2	If elements #59-64 are “does not apply,” this element is set to “applies.”  The program code should also check for any other sources of income: State, Federal or private, such as: emergency assistance, title IV-B, trust fund, railroad retirement, life insurance, etc. The program code should also check the Resource Detail screen for “assets.”
#66 Amount Of Monthly Foster Care Payment (regardless of source)	4	

<sup>1</sup> LN - Line number

<sup>2</sup> KIDS – Not an acronym

<sup>3</sup> 2006AS - A subsequent resubmission of the 2006A data file.

**AFCARS ASSESSMENT REVIEW FINDINGS: Adoption Data Elements**

**State: Oklahoma**

**AFCARS Reporting Period: October 1, 2005 – March 31, 2006 (2006A)**

<b>Data Element</b>	<b>Rating Factor</b>	<b>Findings/Notes</b>
#1 State FIPS Code	4	The program code hard-codes the value of this element to “40,” the FIPS code for Oklahoma.
#2 Report Period End Date	4	
#3 Record Number	4	
#4 State Agency Involvement  1 = Yes 2 = No	4	Program code: Yi721a: LN 442  The value for this element is hard-coded to “yes” in the program code. The State only reports adoptions in which it is involved.
#5 Child Date of Birth	4	Screen: General Information, Client Personal Information tab
#6 Child Sex  1 = Male 2 = Female	4	Screen: Referral, Demographics; Case, General Information, Client Personal Information tab
#7 Child’s Race  a. American Indian or Alaska Native b. Asian c. Black or African American d. Native Hawaiian or Other Pacific Islander e. White f. Unable to Determine	2	Screen: Case, General Information, Client Personal Information tab Program code:  This information is reported from the same screen the foster care information is extracted from. The same approach and issues apply to this element.
#8 Child Hispanic Origin  1 = Yes 2 = No 3 = Unable to Determine	4	Screen: Case, General Information, Client Personal Information tab
#9 Has Agency Determined Special Needs	4	The program code sets this value to “yes,” if the primary basis for determining special needs (element #10) has a value between 1 and 5. Otherwise the value gets set to “no.”
#10 Primary Basis for Determining Special Needs	4	Screen: Adoption Subsidy; Field: Child Needs

**AFCARS ASSESSMENT REVIEW FINDINGS: Adoption Data Elements**

**State: Oklahoma**

**AFCARS Reporting Period: October 1, 2005 – March 31, 2006 (2006A)**

<b>Data Element</b>	<b>Rating Factor</b>	<b>Findings/Notes</b>
0 = Not Applicable 1 = Racial/Original Background 2 = Age 3 = Membership in a Sibling Group 4 = Medical Conditions or Mental, Physical or Emotional Disabilities 5 = Other	2	<i>Post site-visit findings: The program code only checks for “racial factor,” “age,” “sibling relationship,” “physical disability,” “mental disability,” “emotional disturbance,” and “high risk of physical or mental disease.” There does not appear to be a selection for visual or hearing disabilities, or any other severe medical condition. If a child is determined to be “special needs” due to a medical condition, how would the worker enter this information on the screen “adoption subsidy?”</i>
#11 Mental Retardation	<del>2</del> 3	<i>Post site-visit findings: The program code was corrected to only report this condition if adoption element #10 has the AFCARS value “medical conditions or mental, physical or emotional disabilities” (LN 468-472, 493-502).</i>
#12 Visually/Hearing Impaired	2	The conditions “hearing impairment” (454) and “visually impaired” (502) are vague. The State needs to provide ACF with additional documentation defining when these would be indicated.  <i>Post site-visit findings: The program code was corrected to only report this condition if adoption element #10 has the AFCARS value “medical conditions or mental, physical or emotional disabilities” (LN 468-472, 493-502).</i>
#13 Physically Disabled	<del>2</del> 3	<i>Post site-visit findings: The program code was corrected to only report this condition if adoption element #10 has the AFCARS value “medical conditions or mental, physical or emotional disabilities” (LN 468-472, 493-502).</i>
#14 Emotionally Disturbed	<del>2</del> 3	<i>Post site-visit findings: The program code was corrected to only report this condition if adoption element #10 has the AFCARS value “medical conditions or mental, physical or emotional disabilities” (LN 468-472, 493-502).</i>
#15 Other Diagnosed Condition	2	The issues related to foster care element #15 apply to this element also.  <i>Post site-visit findings: The program code was corrected to only report this condition if adoption element #10 has the AFCARS value “medical conditions or mental, physical or emotional disabilities” (LN 468-472, 493-502).</i>
#16 Mother’s Birth Year	<del>3</del> 4	The State needs to ensure that case workers enter the birth year correctly. See the 2006A data file, there are three cases with a year of birth 2003 or later. <i>Post site-visit findings: These were addressed in the subsequent submission of the</i>

**AFCARS ASSESSMENT REVIEW FINDINGS: Adoption Data Elements**

**State: Oklahoma**

**AFCARS Reporting Period: October 1, 2005 – March 31, 2006 (2006A)**

Data Element	Rating Factor	Findings/Notes
		<i>2006A file and the 2006B file.</i>
#17 Father's Birth Year	3	<p>There are seven cases with a year of birth 1997 or later in the 2006A file. This was addressed in the subsequent 2006A and the 2006B files. The 2006AS and 2006B file still contain invalid data.</p> <p>Case file review findings: 4 (14%) of the records analyzed did not match what was reported in AFCARS. In two of the error cases, the AFCARS file was blank, but the reviewer found dates. In one error case, the wrong date was reported. In one error case, the date reported to AFCARS was 2004. The reviewer found the actual year of birth was 1977.</p>
#18 Mother Married at Time of Birth  1 = Yes 2 = No 3 = Unable to Determine	3	<p>Screen: Case, General Information, Client Personal Information tab</p> <p>This is a required field on the screen.</p> <p>The frequency for “unable to determine” is 28% of the records. The State needs to ensure that the workers know to use this option only if the child was abandoned, not that the worker does not know the information.</p> <p>If the number of “unable to determine” does not decrease, the State may have to add an option of “unknown” that would be mapped to blank in AFCARS.</p> <p>Case file review findings: 12 (41%) of the records analyzed did not match what was reported in AFCARS. In eleven of the error cases, “unable to determine” was reported to AFCARS, and the child did not appear to have been abandoned. In one error case, the response should have been “yes” instead of “unable to determine.”</p>
#19 Date of Mother's TPR	3	<p>Screen: Court module, Parental Rights, Terminate</p> <p>The screen contains a field for who the termination applies to and the person's relationship to the child. There also is a tab “termination detail.” This contains an effective date, which is a required field, information on the person whose rights are being terminated, and the date and information regarding appeals.</p>

**AFCARS ASSESSMENT REVIEW FINDINGS: Adoption Data Elements**

**State: Oklahoma**

**AFCARS Reporting Period: October 1, 2005 – March 31, 2006 (2006A)**

Data Element	Rating Factor	Findings/Notes
		<p>Also, the State needs to ensure that workers enter the hearing date for the TPR.</p> <p><i>Post site-visit findings: The program code was modified to report the latest TPR date for any mother of the child.</i></p> <p>Case file review findings: 4 (13%) of the records analyzed did not match what was reported in AFCARS. In the error cases, the reviewers found earlier dates.</p>
#20 Date of Father's TPR	<p align="center"><u>2</u> 3</p>	<p>Screen: Court module, Parental Rights, Terminate</p> <p>The screen contains a field for who the termination applies to and the person's relationship to the child. There also is a tab "termination detail." This contains an effective date, which is a required field, information on the person whose rights are being terminated, and the date and information regarding appeals.</p> <p>If there are two dates for the same person, the program code correctly extracts the latest date.</p> <p>The program code has a hierarchy for extracting TPR dates. If it finds the biological father's TPR and a second father's TPR, the program code will only extract the biological father's TPR, even if the other TPR date is later. The program code needs to be modified to extract the latter of the two dates.</p> <p><i>Post site-visit findings: The program code was modified to report the latest TPR date for any father of the child.</i></p> <p>Case file review findings: 6 (21%) of the records analyzed did not match what was reported in AFCARS. In five of the error cases, the reviewers found earlier dates. In one error case, the reviewer found a later date.</p>
#21 Date Adoption Legalized	4	<p>There are approximately 80 records less than the number of records with a discharge to adoption in the foster care file. These may be related to the time frame for sealing the case. The State indicated they will check on these cases.</p>
#22 Adoptive Family Structure	4	

**AFCARS ASSESSMENT REVIEW FINDINGS: Adoption Data Elements**

**State: Oklahoma**

**AFCARS Reporting Period: October 1, 2005 – March 31, 2006 (2006A)**

<b>Data Element</b>	<b>Rating Factor</b>	<b>Findings/Notes</b>
1 = Married Couple 2 = Unmarried Couple 3 = Single Female 4 = Single Male		
#23 Adoptive Mother's Year of Birth	4	
#24 Adoptive Father's Year of Birth	4	
#25 Adoptive Mother's Race  a. American Indian or Alaska Native b. Asian c. Black or African American d. Native Hawaiian or Other Pacific Islander e. White f. Unable to Determine	2	The issues related to the collection and reporting of the foster parent race information in the foster care file apply to this element also.
#26 Adoptive Mother's Hispanic Origin  0 = Not Applicable 1 = Yes 2 = No 3 = Unable to Determine	4	
#27 Adoptive Father's Race  a. American Indian or Alaska Native b. Asian c. Black or African American d. Native Hawaiian or Other Pacific Islander e. White f. Unable to Determine	2	The issues related to the collection and reporting of the foster parent race information in the foster care file apply to this element also.
#28 Adoptive Father's Hispanic Origin	4	

**AFCARS ASSESSMENT REVIEW FINDINGS: Adoption Data Elements**

**State: Oklahoma**

**AFCARS Reporting Period: October 1, 2005 – March 31, 2006 (2006A)**

Data Element	Rating Factor	Findings/Notes
0 = Not Applicable 1 = Yes 2 = No 3 = Unable to Determine		
#29 Relationship of Adoptive Parent to Child - Stepparent	4	
#30 Relationship of Adoptive Parent to Child - Other Relative	2 3	The program code only selects one relationship between the child and the adoptive parent instead of all that could apply. <i>Post site-visit findings: The program code was modified to set both elements #30 and #31 to “applies,” if the worker has selected “relative foster parent.” [LN 252-253]</i>
#31 Relationship of Adoptive Parent to Child - Foster Parent	2 3	The program code only selects one relationship between the child and the adoptive parent instead of all that could apply. <i>Post site-visit finding: The program code was modified to set both elements #30 and #31 to “applies,” if the worker has selected “relative foster parent.” Also, it sets both elements #31 and #32 to “applies,” if the worker has selected “non-relative foster parent.” [LN 255-256]</i>  Case file review findings: 14 (47%) of the records analyzed did not match what was reported in AFCARS. The response should have been “applies” instead of “does not apply.” This was an additional relationship.
#32 Relationship of Adoptive Parent to Child - Other Non-Relative	2 3	The program code only selects one relationship between the child and the adoptive parent instead of all that could apply. <i>Post site-visit finding: The program code was modified to set both elements #31 and #32 to “applies,” if the worker has selected “non-relative foster parent.” [LN 258]</i>
#33 Child Was Placed from  1 = Within State 2 = Another State 3 = Another Country	4	
#34 Child Was Placed by	4	

**AFCARS ASSESSMENT REVIEW FINDINGS: Adoption Data Elements**

**State: Oklahoma**

**AFCARS Reporting Period: October 1, 2005 – March 31, 2006 (2006A)**

Data Element	Rating Factor	Findings/Notes
1 = Public Agency 2 = Private Agency 3 = Tribal Agency 4 = Independent Person 5 = Birth Parent		
#35 Receiving Monthly Subsidy  1 = Yes 2 = No	2 3	Screen: Adoption, Subsidy Program code: Yi721a: LN 133-152; 320-324; 367; 650  The program code sets the value to “yes” if the SB_TYPE is “monthly” and SB_SBAUTHAMT is greater than zero. Otherwise, it sets the value to “no.”  The program code must extract “Medicaid only.” <i>Post site-visit finding: The program code was modified to set the value of this element to “yes” if the SB_TYPE_M is “Medicaid.” [LN 387-388]</i>
#36 Monthly Amount	2	Screen: Adoption, Subsidy Program code: LN133-152; 335-336; 340; 367; 651  The program code reports the amount of subsidy from the ADSUBSDY table, where the subsidy type is “monthly.”  The program code must be modified to account for “Medicaid only” subsidy agreements. This element would be zeros.  The adoption subsidy window has a prefilled amount for the difficulty of care, which is added to the base subsidy amount. This is problematic as the subsidy must be a negotiated amount and cannot be predetermined.
#37 Adoption Assistance - title IV-E	2	The program code must be modified to account for “Medicaid only” subsidy agreements. This element would be “no.”