

AFCARS ASSESSMENT REVIEW IMPROVEMENT PLAN: Foster Care Data Elements

State: Oklahoma

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

| Data Element | Rating Factor | Findings | Tasks | Dates | Notes/Comments |
|--|---------------|---|---|-------|----------------|
| #5 Date of Most Recent Periodic Review | 2 | <p>Program code: yi621a: LNs¹ 6611-6628, 6637-6652</p> <p>1) The State staff indicated all periodic reviews are conducted in court. The program code checks for administrative reviews.</p> <p>2) The State incorrectly includes the hearing review types of: adjudicatory, dispositional, termination, and good cause - ICWA hearings.</p> <p>3) The program code takes the latest date and the highest review type.</p> <p>3a) Lines 6847 - 6894² appear to be program code used for internal purposes to check for due dates, but only submit an actual review date, or leaves the element blank, for the submission file.</p> <p>4) The Frequency Report indicates several records (109) have review dates prior to 2005. These may be cases that are actually closed but have not been closed on the system. The State modified the program code to extract the latest review date that occurs after the date of removal. However, in both the 2006AS and the 2006B file there</p> | <p>1) Remove/comment out the sections in the program code that check for contact and administrative reviews.</p> <p>2) Remove these hearing types from the program code.</p> <p>2a) Clarify “Post Adjudicatory Review Board.”</p> <p>3) Clarify the methodology of ordering the review types.</p> <p>3a) Explain lines 6847 - 6894.</p> <p>4a) Review cases and close all cases on the system that are no longer active/foster care cases.</p> <p>4b) Supervisors need to ensure this data is entered correctly and in a timely manner. Describe, develop, and implement a method to ensure the accurate and timely entry of this data.</p> | | |

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| | | <p>were still dates of review prior to 2005 and 2006 respectively. There were several records reviewed in which the data in the file and the data in AFCARS did not match. Reviewers found a periodic review date in the paper file, but it was not entered into the system and could not be reported. The same issue was found with the Tribal cases.</p> | | | |
| #6 Child Birth Date | 2 | <p>Screen: Referral, Demographics; Case, General Information, Client Personal Information tab Program code: yi621a: LN 721-828</p> <p>1) 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. The State modified the program code by setting the day to the 15th for missing dates of birth.</p> | <p>1) Map all missing dates of birth to blank.</p> <p>2) Supervisors need to ensure this data is entered correctly and in a timely manner at the time of removal.</p> <p>3) Train workers to use the 15th day of the month for estimated dates of birth for abandoned children.</p> | | |
| Race: #8 Child's #52 1 st Foster Caretaker's #54 2 nd Foster Caretaker's (if applicable) | 2 | <p>Program code: yi621a: LNs 452 - 468, 571 - 585, and 6659 - 6664</p> <p>1) If the information is missing, these categories are reported as "does not apply."</p> | <p>1) Map missing data to blank.</p> | | |

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| Adoption Elements: #7 Child's #25 Adoptive Mother's #27 Adoptive Father's | | 2) The collection of this information is in two race fields "primary" and "secondary. | 2) Consider changing the collection by only having one field in which the worker can select all that apply. | | |
| #10 Has the child been clinically diagnosed as having a disability(ies)? | 2 | <p>Screens: General Information, Client Other Details tab; and Psychological Evaluations yi621a: LNs 476, 590, and 6680</p> <p>1) Diagnosed conditions are recorded in text fields.</p> <p>2) The State has planned enhancements for the collection of this information. See Enhancements Document KAHD 49301.</p> <p>3) The errors in the case file review 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. The frequency report(s)</p> | <p>1) Modify the system to record diagnosed conditions as database fields.</p> <p>1a) Once the database fields are implemented, modify the program code to check for diagnosed conditions to be mapped to AFCARS.</p> <p>2) Provide updates on progress of enhancements.</p> <p>3) As an interim measure until the enhancements are completed, describe, develop, and implement a method to ensure the accurate and timely entry of this data.</p> | | |

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| | | indicate a high percentage of records reported as “no.” The State appears to be addressing the reporting of “not yet determined.” | 4) 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. | | |
| FC and AD ³ #12 Visually/Hearing Impaired FC and AD #15 Other Medically | 2 | 1) The conditions “hearing impairment” (454) and “visually impaired” (502) are vague. 2) Children that are diagnosed as HIV or AIDs are not included as having an “other diagnosed condition.” | 1) Provide the Federal team with additional documentation defining when these would be indicated. 2) Develop a means to include that the child has an "other diagnosed medical condition" for HIV/AIDs. | | |
| #23 Date of Placement in Current Foster Care Setting #24 Number of Previous Placement Settings in This Episode #41 Current Placement Setting | 2 | 1) 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. 2) The program code incorrectly excludes detention placements less than 30 days. 3) The program code excludes all hospital stays less than 30 days. | 1) Modify the program code to not include respite placements. 2) Modify the program code to include all placements, regardless of the length of stay, in a locked facility if it is not the first placement. 3) Modify the program code to include psychiatric hospital stays that are more than five days, or | | |

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| | | <p>4) The 2006A frequency report for element #24 indicated there were no records missing information even though there were records missing a placement date and setting. It appears that the placement count is defaulted to “1.” In the subsequent 2006A file and the 2006B file there were records with a count of zero and no records missing information. The count of zero should only reflect those children on runaway status as their only placement.</p> <p>5) There are several records in which the information for elements #23 and #41 is missing. The State staff indicated these are more than likely children who entered foster care at the end of the report period.</p> | <p>ten days if extended. This same logic should also be applied to stays for medical treatment.</p> <p>4) Ensure that the program code only sets the counter to zero if the child’s only placement setting is “runaway.”</p> <p>5) Supervisors need to ensure this data is entered correctly and in a timely manner.</p> | | |
| #65 None of the Above | 2 | 1) The program code does not check for any other sources of income, State, Federal or private. | 1) Modify the program code to check for all other sources of income. Check the Resource Detail screen for “assets.” | | |
| FC and AD #11 - 15 | 3 | 1) In the cases reviewed, there were cases in which 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 | 1) Describe, develop, and implement a method to ensure the accurate and timely entry of this data. | | |

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| | | condition should have been “does not apply.” The frequency report(s) indicated more records with missing information for elements #11 - 15 than there were reported as missing in element #10. | | | |
| #25 Manner of Removal From Home for Current placement Episode | 3 | The State made changes to the extraction of this information. | The Federal team will review the cases. | | |
| #26 - 40: Actions or Conditions Associated With Child’s Removal | 3 | These elements were found to be underreported during the case file review. | Describe, develop, and implement a method to ensure the accurate and timely entry of this data. | | |
| #43 Most recent case plan goal | 3 | The State made changes to the extraction of this information. | The Federal team will review the cases. | | |
| #44 Caretaker Family Structure | 3 | The cases reviewed had several records in which the reviewer found the information even though it was reported as “unable to determine” in AFCARS. In other instances, the family structure was incorrect. | Describe, develop, and implement a method to ensure the accurate and timely entry of this data. | | |
| #45 1 st Primary Caretaker’s Birth Year #46 2 nd Primary Caretaker’s Birth Year (if applicable) | 3 | Based on the frequency reports and the case file review, there were several records missing years of birth. | Describe, develop, and implement a method to ensure the accurate and timely entry of this data. | | |
| TPR Dates: #47 Mother’s #48 Legal or Putative Father’s | 3 | In the cases reviewed, the reviewers found earlier dates than what were reported to AFCARS. In some error cases, dates were | 1) Describe, develop, and implement a method to ensure the accurate and timely entry of this data. | | |

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| AD Elements #19 Mother's #20 Father's | | found in the file but the data was missing in AFCARS. There were also some instances in which the wrong date was reported. The workers are not always entering the hearing date. | 2) Provide ongoing training and supervisory oversight that the hearing date, not a filed date or signature date, is to be entered. | | |
| #49 Foster Family Structure | 3 | Based on the frequency reports and the case file review, there is missing information. | Describe, develop, and implement a method to ensure the accurate and timely entry of this data. | | |
| #50 1 st Foster Caretaker's Birth Year #51 2 nd Foster Caretaker's Birth Year | 3 | Based on the frequency reports and the case file review, there is missing information. | Describe, develop, and implement a method to ensure the accurate and timely entry of this data. | | |
| #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 | 3 | | | | |
| #62 Title IV-D (Child Support) | 3 | Program code: LN 5441 - 5484 The State has made a change to the | | | |

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| 0-Does not apply 1-Applies | | program code that it will send to ACF for review. Once the change is implemented, the State will re-submit the 2006A data file. | | | |
| #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. | | | |

¹ LN - Line number

² Margins of y621a.fex set to: Top: .25; Bottom: .25; Left: .7; Right: 0.

³ FC - Foster Care; AD - Adoption

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| <p>#10 Primary Basis for Determining Special Needs</p> <p>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</p> | 2 | <p>Screen: Adoption Subsidy; Field: Child Needs</p> <p><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></p> | | | |
| #36 Monthly Amount | 2 | <p>Program code: LN133-152; 335-336; 340; 367; 651</p> <p>1) 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.</p> | <p>1) Modify the field on the screen to not reflect a prefilled amount.</p> <p>2) Map this element to zeroes for “Medicaid only” subsidy agreements.</p> | | |
| #37 Adoption Assistance - title IV-E | 2 | The program code must be modified to account for “Medicaid only” subsidy | Modify the program code to map this element to “no” in instances of “Medicaid only” subsidies. | | |

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| | | agreements. | | | |
| #17 Father's Birth Year | 3 | Based on the case file review, the accuracy of this data needs to improve. In certain instances, the information was blank but the data was found in the case file. | Describe, develop, and implement a method to ensure the accurate and timely entry of this data. | | |
| #18 Mother Married at Time of Birth | 3 | 1) The frequency for "unable to determine" is 28% of the records. 2) There were several errors found during the case file review. In several, "unable to determine" was reported to AFCARS, and the child did not appear to have been abandoned. | 1) Implement training and supervisory oversight to ensure workers enter this information correctly. 1a) 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. | | |
| Relationship of Adoptive Parent to Child - #30 Other Relative #31 Foster Parent #32 Other Non-Relative | 3 | The State made changes to the extraction of this information. | The Federal team will review the cases. | | |
| #35 Receiving Monthly Subsidy | 3 | The State made changes to the extraction of this information | The Federal team will review the cases. | | |