

ACF

Administration
for Children
and Families

U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES
Administration on Children, Youth and Families

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INFORMATION MEMORANDUM

TO: State and Territorial Agencies Administering or Supervising the Administration of the Social Security Act

SUBJECT: Time Frames for Data Profiles and Selecting Cases for the Child and Family Services Reviews (CFSRs)

LEGAL AND RELATED REFERENCES:

The Adoption and Safe Families Act of 1997 (Public Law 105-89), Titles IV-B and IV-E of the Social Security Act, the Social Security Act Amendments of 1994 (Public Law 103-432), 45 CFR 1355

PURPOSE: The purpose of this information memorandum (IM) is to announce the time periods for the data profiles and the sample of cases for the onsite CFSRs in Federal fiscal years 2003 and 2004.

INFORMATION:

Background

In accordance with 45 CFS 1355.33(c), the CFSRs require an onsite review of a random sample of foster care and in-home cases for certain outcomes. Also, States complete the statewide assessment using data profiles that are based on the States' AFCARS and NCANDS submissions for specified years. In ACYF-CB-IM-01-06, we provided the time periods from which case samples were selected and data profiles were prepared for States with onsite CFSRs in Federal fiscal years 2001 and 2002. We are now providing that information for States with initial CFSRs in Federal fiscal years 2003 and 2004. The time periods below do not pertain to States with a subsequent CFSR to be scheduled in Federal fiscal year 2004, following an initial CFSR in 2001 or 2002.

Time Periods

- For States with an onsite CFSR in FY 2003, the period of time covered by the data profiles is FY 2001 for AFCARS and CY 2001 for NCANDS.
- For States whose onsite CFSRs will be conducted between October 1, 2002 and March 31, 2003, the foster care sampling period will coincide with the six-month AFCARS submission period from October 1, 2001 - March 31, 2002. The in home services sampling period will be the eight-month period from October 1, 2001 – May 31, 2002.
- For States whose onsite CFSRs will be conducted between April 1, 2003 and September 30, 2003, the foster care sampling period will coincide with the six-month AFCARS submission period from April 1, 2002 - September 30, 2002. The in home services sampling period will be the eight-month period from April 1, 2002 – November 30, 2002.
- For States with an onsite CFSR in FY 2004, the period of time covered by the data profiles will be FY 2002 for AFCARS and CY 2002 for NCANDS.
- For States whose onsite CFS reviews will be conducted between October 1, 2003 and March 31, 2004, the foster care sampling period will coincide with the six-month AFCARS submission period from October 1, 2002 - March 31, 2003. The in home services sampling period will be the eight-month period from October 1, 2002 – May 31, 2003. All States scheduled for an onsite review in FY 2004 will be scheduled for the review to occur prior to March 31, 2004.

INQUIRIES TO: ACF Regional Offices

Joan E. Ohl
Commissioner
Administration on Children, Youth
and Families