



DEPARTMENT OF HEALTH & HUMAN SERVICES

ADMINISTRATION FOR CHILDREN AND FAMILIES
Administration on Children, Youth and Families
330 C Street, S.W.
Washington, D.C. 20201

March 3, 2016

Steve Yager
Executive Director
Children's Services Agency
Department of Health and Human Services
235 South Grand Avenue
Lansing, Michigan 48909

Dear Executive Director Yager:

The Children's Bureau, in collaboration with the Michigan Department of Health and Human Services, Children's Services Agency, completed a review of Michigan's Adoption and Foster Care Analysis and Reporting System (AFCARS) data collection and reporting during the week of July 13, 2015. The final report on the AFCARS Assessment Review (AAR) is enclosed, which includes the AFCARS Improvement Plan (AIP).

We appreciate the amount of time and effort that your staff committed to the planning and implementation of the AFCARS Review. Every member of the state team was fully engaged during the review and ensured that the week went smoothly. We appreciate the work that each member put into preparing for the onsite review.

The enclosed report identifies the areas the state needs to address in order to meet the AFCARS requirements. As part of the post-site phase of the AAR, the staff completed many of the technical corrections identified during the onsite review. The enclosed findings (Tab A of the Report) contain detailed findings for the general requirements, data elements, the case file review, and the post-site corrections.

As you may recall from the exit conference, the AFCARS general requirements (reporting populations and technical standards) and the data elements (foster care and adoption) receive a rating factor. The rating factors are: "1," the information is not collected and/or is not transmitted to ACF; "2," technical corrections are required; "3," improvement in data quality is needed; and "4," the state fully meets the AFCARS standards. The enclosed report provides a more detailed explanation of each of the rating factors. Below are charts depicting the state's current rating factors.

General Requirements (22)

Rating Factor	Foster Care (8)	Adoption (3)	Technical (9)	Data Quality (2)
4	4	3	6	0
3	1	0	2	2
2	3	0	1	0
1	0	0	0	0

Data Elements

Rating Factor	Foster Care (66)	Adoption (37)	Total (103)
4	10 (15%)	9 (24%)	19 (18%)
3	37 (56%)	12 (33%)	49 (48%)
2	19 (29%)	16 (43%)	35 (34%)

Of the total 35 elements rated a “2,” 10 are the diagnosed condition categories that are in both the foster care and the adoption file. While the programming logic for reporting this information in the two files is very different and has different purposes, the mapping of specific conditions would be the same for both files. While many of the mapping corrections were made for the diagnosed conditions, there remain some errors.

One significant area that must be corrected is in the adoption file. The AFCARS adoption file includes information on whether the agency determined a child to have special needs. If the child is determined to have a special need(s), then the agency is to report the primary basis (barrier to adoption) of special need. The AFCARS options are race/ethnic background, age, membership in a sibling group, medical conditions, or other state-defined need. Currently, the program code is not accurately reporting the primary basis for the state’s determination of special needs. The code only checks whether the child had a health/mental health condition. There may need to be modifications to the system in order to ensure the accurate determination of this information for purposes of AFCARS reporting.

Additionally, the Michigan Statewide Child Welfare Information System (MiSACWIS) has two areas in which caseworkers are entering information about a child’s health -- the person characteristics section and the health section. This system design is resulting in duplicate data entry and an underreporting of the child’s diagnosed conditions (foster care elements 10 - 15). The agency needs to consolidate the recording of diagnosed information into one section, the health section.

Another system modification is needed to ensure the accurate reporting of foster care removal episodes. The AFCARS requirements specify that only children who have been in an out-of-home setting for more than 24 hours are to be included in the foster care reporting population. The current approach for filtering out removals lasting fewer than 24 hours excludes only removal episodes that begin and end on the same day. The enclosed report provides options the state and federal team discussed that will address this issue.

The agency is encouraged to incorporate a review of its AFCARS data, as well as other data, as part of the periodic reviews conducted for children in foster care. Additionally, the agency should incorporate a review and analysis of the data as part of its quality assurance process. It is important that the information being used not only for AFCARS reporting but for the agency’s own performance measures and other program evaluations is reliable, consistent, and accurate.

Within 30 calendar days after the receipt of this report, the state staff must submit the AIP electronically to the Children's Bureau with estimated due dates for completing the tasks in the AIP. An electronic copy of the final matrices will be e-mailed to your staff. Once the Children's Bureau and the state agree that the quality of the data has improved, and all tasks and revisions to the extraction code have been reviewed and approved, the state will receive a letter summarizing the final results of the review. Additionally, the state's plan for implementing the changes to the system and for caseworker training must be included in the state's title IV-B Child and Family Services Plan and Annual Progress and Services Report as part of the information required by 45 CFR 1357.15(t) and 45 CFR 1357.16(a)(5).

In closing, I would again like to thank the staff who participated in the review for their hard work and their commitment to collecting accurate and reliable AFCARS data. If you have any questions regarding the report, please contact Angelina Palmiero at (202) 205-7240.

Sincerely,

/s/

Rafael López
Commissioner
Administration on Children, Youth and Families

Enclosures

cc: Joseph Bock, Deputy Associate Commissioner, Children's Bureau
Kendall Darling, Regional Program Manager, Children's Bureau Region 5
Angelina Palmiero, Child Welfare Program Specialist/AFCARS, Children's Bureau

**Michigan
AFCARS
Assessment Review
Report**

March 2016

**Children's Bureau, Administration on Children, Youth and Families
Administration for Children and Families
U.S. Department of Health and Human Services**

TABLE OF CONTENTS

Background	1
Rating Factors	2
Findings	4
General Requirements	4
Data Elements	6
Conclusion	7
Tab A Detailed Findings	
Section 1: General Requirements	
Section 2: Foster Care and Adoption Elements	
Section 3: Case Files	
Tab B AFCARS Improvement Plan	
Section 1: General Requirements	
Section 2: Foster Care and Adoption Elements	

BACKGROUND

Federal law and regulations require title IV-E agencies operating programs under title IV-E of the Social Security Act (the Act) to submit data to the Adoption and Foster Care Analysis and Reporting System (AFCARS). The data are to be collected on children in foster care and those who have been adopted with title IV-E agency involvement. Title IV-E agencies that fail to meet any of the standards set forth in 45 CFR 1355.40(a-d) are considered to be in substantial noncompliance with the requirements of the title IV-E Plan.¹ Additionally, title IV-E agencies that received funding to develop, implement, and operate a Statewide Automated Child Welfare Information System (SACWIS) or a Tribal Automated Child Welfare Information System (TACWIS) under Federal regulations at 45 CFR 1355.53 are to produce a comprehensive, effective, and efficient system to improve the program management and administration of titles IV-B and IV-E of the Social Security Act. At a minimum, the system must provide for effective management, tracking, and reporting by providing automated procedures and processes to, among other things, meet the adoption and foster care reporting requirements through the collection, maintenance, integrity checking, and electronic transmission of the data elements specified by the AFCARS requirements.

The Children's Bureau is committed to assisting title IV-E agencies to develop child welfare information systems and to collect quality data. To this end, SACWIS/TACWIS and AFCARS Assessment Reviews were developed to assure that the systems support the management of the programs under titles IV-B and IV-E and can produce accurate and reliable foster care and adoption data. All title IV-E agencies will undergo an AFCARS Assessment Review (AAR) regardless of whether an agency operates a SACWIS/TACWIS. The title IV-E agency's information system is assessed against the AFCARS requirements in the Federal regulations, policy issuances, and the AFCARS Technical Bulletins. The AAR evaluates the agency's information system's capability to collect, extract, and transmit the AFCARS data accurately to the Children's Bureau. A second focus of the AAR is to assess the accuracy of the collection and documentation of information related to the foster care and/or adoption case of a child.

The review process goes beyond the edit checks that must be met by a title IV-E agency in order to pass the AFCARS compliance error standards. The review also ascertains the extent to which a title IV-E agency meets all of the AFCARS requirements and examines the quality of its data. Additionally, while the review is an assessment of the title IV-E agency's collection and reporting of AFCARS data, it is also an opportunity for Federal staff to provide substantive technical assistance to agency staff.

Each AAR consists of a thorough analysis of the title IV-E agency's system technical documentation for the collection, extraction and reporting of the AFCARS data. In addition to this review of documentation, the Federal AFCARS team reviews each data element with the agency's team to gain a better understanding of the agency's child welfare practice and policy and agency staff's understanding of the data elements. The data are also compared against a small, randomly selected number of hard copy case files. Through this exercise, the accuracy of the agency's data conversion process (if applicable) and understanding of the information reported to AFCARS is tested.

¹ 45 CFR 1355.40(e)

RATING FACTORS

Two major areas are evaluated during an AFCARS assessment review: the AFCARS general requirements and the data elements. The general requirements include the population that is to be reported to AFCARS and the technical requirements for constructing a data file. The data elements are assessed for overall data quality, to determine whether the title IV-E agency is meeting the AFCARS definitions for the information required, and to determine whether the correct data are being entered and extracted.

AFCARS data submissions are subject to a minimal number of edit checks, as listed in Appendix E of 45 CFR Part 1355. Based on these edit checks, substantial compliance can be determined for the timely submission of the data files, the timely entry of certain data elements, and for whether the data meets a 90 percent level of tolerance for missing data and internal consistency checks. However, substantial compliance does not mean a title IV-E agency has fully implemented the requirements in the regulations. This explains why an agency formerly may have been “penalty-free,” and yet does not have accurate and reliable quality data. For example, edit checks of the data cannot determine whether the title IV-E agency submitted the correct foster care population required by the Federal regulations.

Information collected from each component of the assessment review is used to rate each data element. The general requirements are assessed and rated separately using the same scale. A scale of zero (the system is not collecting the AFCARS data elements and the data are not transmitted) to four (fully meets the AFCARS standards) is used to assign a rating factor. Exhibit 1 is a chart that lists the factors that were used for the analysis of the title IV-E agency’s AFCARS.

For data elements and general requirements that do not meet existing AFCARS standards (rating factors 0 through 3), the agency is required to make the corrections identified by the review team. It is possible that the problem with a data element is due both to system issues and to caseworker data entry issues. In such instances, the element will be rated a “2” to denote the need for modification to the system. Once the corrections are made to the system, the data will be re-analyzed. If problems related to caseworker training or data entry still exist, then a “3” will be assigned to the requirement. A rating factor of “4” (compliant) will not be given to the element until all system issues and/or data quality issues have been addressed.

The agency is required to make the changes to the information system and/or data entry in order to be compliant with the applicable requirements and standards. Since the AFCARS data are used for several significant activities at the Federal and State/Tribal levels, the title IV-E agency must implement the AFCARS Improvement Plan, under Tab B of this report, as a way to improve the quality of its data.

AFCARS Rating Factors

RATING FACTOR	DEFINITION
4	<p>All of the AFCARS requirements have been met and the agency has sustained a high level of quality data.</p> <ul style="list-style-type: none"> • The agency’s methodology for collecting the AFCARS information meets the technical and definitional requirements. • The agency’s information system contains the necessary fields to collect the AFCARS data. • The information is being accurately collected and extracted. • There are quality assurance processes in place that are used on a regular basis to ensure the data are accurately entered into the system or on the data collection form. • The agency has a process in place to identify and resolve data quality issues and makes necessary corrections in a timely manner.
3	<p>There are data quality issues. For example:</p> <ul style="list-style-type: none"> • The data are underreported due to inconsistent data entry. • The system/form is capable of collecting data but the data are not being entered into the system or recorded on a form. • Data entry is unreliable due to incorrect or ambiguous instructions, definitions, and/or data entry screens or forms. • There are no supervisory controls for ensuring timely data entry, or accurate data entry. • There is incorrect data entry due to training or design issues. • There is missing or incomplete data due to conversion errors. • There are inconsistencies in the numbers between related data elements. • Fundamental data elements have missing data. These include, but are not limited to: <ul style="list-style-type: none"> ○ Dates of removal from home, placement, and discharge (if applicable). ○ Placement location. ○ Removal and placement counts
2	<p>The technical requirements for AFCARS reporting are not fully met. For example:</p> <ul style="list-style-type: none"> • The title IV-E agency’s data collection method/information system has the capability to collect the data, but the program logic used to construct the AFCARS file has errors. • The title IV-E agency uses defaults for blank information. • Information is coming from the wrong module or field in the system. • Information is located in the wrong place on the system, e.g., it should be in foster care screens, not adoption screens. • The information system needs modification to encompass more information and/or conditions, e.g., disability information along with start/end dates. • The extraction code for the AFCARS report selects and reports incorrect data.
1	<p>An AFCARS requirement(s) has not been implemented in the methodology used to collect the data and/or in the information system. For example:</p> <ul style="list-style-type: none"> • The title IV-E agency’s data collection method/information system does not have the capability to collect the correct information (i.e., there is no data field on the screens or form). • There is no program logic to extract the information. • There is 100% missing data according to the frequency report or DCU/DQU reports.
0	<p>Title IV-E agencies operating an information system for which it received SACWIS/ TACWIS-level FFP were found to be using an external information system, or a tool (such as Excel or Access), and are not collecting and reporting the AFCARS data from the SACWIS/ TACWIS system.</p>

FINDINGS

During the week of July 13, 2015, the Children’s Bureau conducted an AAR of the Michigan Department of Health and Human Services (MDHHS). The state received funding for the development and implementation, as well as ongoing maintenance cost, of a statewide child welfare information system allowed under 45 CFR 1355.53 (SACWIS). The state’s information system is the Michigan Statewide Child Welfare Information System (MiSACWIS). The state transferred the Tennessee system and adapted it to the agency’s policies and practices. The Tennessee system was a transfer of the Ohio case management system.

This section contains a summary of the reporting and data quality issues found during the AAR. As part of the post-site visit analysis, the state’s documents, modified extraction code, data, case file review findings, and the onsite notes were assessed to make the final determination of findings. The agency made some corrections to the extraction code and provided it to the federal team. The analyses of these corrections were incorporated as well into the final determination of compliance. The staff should carefully review all the findings in each document as there have been changes from the preliminary onsite findings. For additional information on specific issues for the general requirements and the data elements, please see the findings documents in Tab A. The charts below summarize the rating factors for the General Requirements and the Data Elements.

General Requirements (22)

Rating Factor	Foster Care (8)	Adoption (3)	Technical (9)	Data Quality (2)
4	4	3	6	0
3	1	0	2	2
2	3	0	1	0
1	0	0	0	0

Data Elements

Rating Factor	Foster Care (66)	Adoption (37)	Total (103)
4	10 (15%)	9 (24%)	19 (18%)
3	37 (56%)	12 (33%)	49 (48%)
2	19 (29%)	16 (43%)	35 (34%)
1	0	0	0

General Requirements

The General Requirements refer to AFCARS standards related to the foster care and adoption reporting populations, the technical requirements of the AFCARS file, and data accuracy and integrity.

Foster Care Reporting Population

The title IV-B/IV-E agency is the Michigan Department of Health and Human Services. Within MDHHS is the Children Services Agency (CSA). MDHHS has an Office of Information and Technology and Project Management. However, the MiSACWIS team resides under CSA.

Additionally, within CSA is the Bureau of Juvenile Justice. The staff indicated that at the county level the court agency is responsible for the juvenile justice cases. If a delinquent child is ordered into the responsibility of MDHHS for care and placement, the child/youth would be included in the reporting population. Otherwise, these children fall under the court administrative office. There is one county court administrative office that has an inter-agency agreement for title IV-E funds per the requirements of section 472(a)(2)(B)(ii) of the Act. It was determined during the onsite review that the AFCARS reporting population incorrectly includes the juvenile justice youth under the inter-agency agreement whose only placement in out-of-home care is a locked facility. The same reporting requirements apply to these records that are applied to the child welfare foster population. During the post-site phase, it was determined there was not an interagency agreement in affect at the time of the AAR. This would have been for the federal and state fiscal year 2015 (i.e., October 1 - September 30, 2015). There is a signed agreement for the fiscal year 2016. We determined that the findings noted in this report and in the attached matrices are still applicable. No changes were made to the rating factors and the CSA still must ensure that county juvenile justice office makes all applicable corrections to the extraction code.

The AFCARS requirements specify that children who have been in an out-of-home setting for more than 24 hours are to be included in the foster care reporting population. The state's foster care reporting population incorrectly includes records of children whose removal episode was less than 24 hours in duration. The state's AFCARS submission correctly excludes removal episodes that begin and end on the same day, but this approach does not fully meet the AFCARS requirement. The state needs to modify the system to identify and exclude from AFCARS reporting removal episodes that are 24 hours or less in duration, even when they begin on one day and end on the next. During the onsite review, we discussed two options to accomplish this:

- Add a selection box on the screen associated with the discharge date the caseworker would select if the foster care removal episode was 24 hours or less in duration.
- Add start and end time fields to the date of removal and the date of discharge.

Adoption Reporting Population

The state is correctly including records of children adopted from the state's foster care system and adoptions made through private agencies (whether in Michigan or in another state) with the involvement of the title IV-E agency. The agency needs to ensure that private agency adoptions in which the child has a title IV-E adoption assistance agreement are being entered into the system.

Technical Requirements

Our review found the state is complying with most of the AFCARS technical requirements, but some areas must still be addressed. One issue involves the selection and reporting of foster care data for prior report periods (subsequent files). Modifications need to be made to the foster care extraction code to ensure that information is associated with the prior report period being extracted. This is accomplished by adding the report period to each element. The adoption records are selected based on the adoption finalization date being within the regular report

period. While this may identify almost all the adoptions needing to be reported, there may be adoptions that are entered late and after the agency has extracted its adoption file, meaning that the adoptions will never be reported to AFCARS. There needs to be a method to identify unreported adoptions and include them in the next regular report period.

Data Quality

As a result of the technical corrections made by the staff during the post-site phase of the AAR, several additional elements have been assigned a rating of “3” since the onsite review. The state needs to build upon its existing quality assurance processes to include the review of the data. For many of the data elements, the state needs to improve oversight to ensure that all applicable information is entered into the system in a timely manner. As technical corrections are made, the state will need to evaluate the data to determine the need for any additional training needs and ongoing monitoring of the data.

We encourage the agency to incorporate a review of its AFCARS data, as well as other data, as part of the periodic reviews conducted for children in foster care. Also, the agency should incorporate a review and analysis of the data as part of its quality assurance process. It is important that the information being used not only for AFCARS reporting but for the agency’s own performance measures and other program evaluation is reliable, consistent, and accurate. Accurate data collection and quality of data was addressed in the Children’s Bureau’s Information Memorandum (IM) on Continuous Quality Improvement in title IV-B and IV-E programs (ACYF-CB-IM-12-07) issued August 27, 2012. While the purpose of that IM was to provide state title IV-B and IV-E child welfare agencies with information on Continuous Quality Improvement (CQI) systems, the data quality component is applicable to all title IV-E and IV-B agencies. In order to demonstrate quality data collection, the agency needs to ensure it has accurate, complete, and timely data that is consistent in definition and usage across the agency. The state must describe how it intends to ensure accurate AFCARS data quality on an ongoing basis in the General Requirements Improvement Plan under item #21.

Corrections needed for the foster care and adoption data elements require the state to resubmit AFCARS data for past report periods. The state and the Children’s Bureau will discuss which reports will be required for resubmission.

Data Elements

The enclosed element matrices reflect detailed results for each element. As noted in the chart above, the review identified data elements which require some type of technical correction. Some of these errors apply to the same field but affect multiple data elements (e.g., race and Hispanic/Latino origin) and others affect a group of elements (e.g. circumstances associated with a child’s removal from home). The agency made several corrections during the post-site phase and as a result, several elements went from a rating of “2” to “3.”

For the removal episode elements (foster care elements #18 - 21), corrections must be made related to cases in which the removal episode was less than 24 hours. In addition to the system modifications noted above, the program code selecting the elements needs modification. While

the selection logic will exclude the records for the current removal episode, logic must be added to check for the first removal episode that was *more than* 24 hours in duration. As noted in the population section above, the number of removals should never include any episode that is less than 24 hours.

The removal dates for juvenile justice cases under the inter-agency agreement are incorrect if the youth's first placement is a locked facility. If the youth enters a foster care setting under the scope of title IV-E after an initial placement in a locked facility, report the date of the foster care placement as the AFCARS removal date.

The MiSACWIS has two areas in which caseworkers are entering information about a child's health -- the person characteristics section and the health section. This system design is resulting in duplicate data entry and an underreporting of the child's diagnosed conditions (foster care elements 10 - 15). The agency needs to consolidate the recording of diagnosed information into one section, the health section.

There is also a significant issue with the reporting of the eligibility determination of special needs in the adoption file. The AFCARS adoption file includes information on whether the agency determined a child to have special needs. If the child is determined to have a special need(s), then the agency is to report the primary basis (barrier to adoption) of special need. The AFCARS options are race/ethnic background, age, membership in a sibling group, medical conditions, or other state-defined need. Currently, the program code is not accurately reporting the primary basis for the state's determination of special needs. The code only checks whether the child had a health/mental health condition. There may need to be modifications to the system in order to ensure the accurate determination of this information for purposes of AFCARS reporting. To assist Michigan in addressing this issue, the federal team provided resources and examples from the Ohio system.

Conclusion

The agency has completed a significant amount of work on the program code since the site visit and should incorporate all of the findings of this report to provide data that meets the existing AFCARS requirements. Addressing the issues identified through the AAR will also provide the agency with better data to use for its own evaluation and program outcomes.

The general requirements and elements that received a rating factor of "3" or lower are the items in the enclosed AFCARS Improvement Plan (AIP). Action items include program extraction code and/or screen modifications, modifications to data element mapping, system interface development, caseworker training, supervisory oversight, and development of an appropriate AFCARS quality assurance process. The AIP included with the report does not yet include due dates. As part of the post-site visit phase the state was to begin its own evaluation of the preliminary findings and determine what actions are needed to correct the identified problem and the time it will take to complete the tasks. Within 30 days of receipt of the final report, title IV-E agency staff must submit the initial AIP electronically to the Children's Bureau with estimated dates for completing each action item. Additionally, the state's plan for implementing the changes to the system and for caseworker training must be included in the state's title IV-B Child

and Family Services Plan and Annual Progress and Services Report as part of the information required by 45 CFR 1357.15(t) and 45 CFR 1357.16(a)(5).

All items in the improvement plan must have a rating of “4” before the AIP is considered completed. Once the AIP is completed and approved, a letter will be sent to the title IV-E agency from the Children’s Bureau’s acknowledging the completion of the AFCARS Improvement Plan.

Tab A

Detailed Findings

Section 1: General Requirements

Section 2: Foster Care and Adoption Elements

Section 3: Case File Review

INSTRUCTIONS

This section includes the final findings of the State's AFCARS Assessment Review. These findings include post-site visit analysis of the AFCARS general requirements, the foster care and adoption elements, and the case file review. The tables include the AFCARS data elements, the findings, and the rating factors. Some rating factors may differ from the factors given on the draft on-site findings matrices.

The findings include all notes and comments that the Federal review team received during the review. Not all comments address non-compliance issues. Some comments are notes on how the State conducts child welfare practice and are for reference purposes only. Frequency numbers are also provided in the "findings/notes" column for some elements.

It is possible that the problem with the data element and data are due to both system issues and case worker data entry issues. In this case, the element will be given a "2" to denote the need for technical changes. Once the technical corrections are made and approved, the data needs to be re-analyzed. If it appears problems related to caseworker training or data entry still exist, then a "3" will be assigned to the requirement. A finding of full compliance (a factor of "4") will not be given to the element until all system issues and/or data quality issues have been addressed.

When assessing the general requirements, all specifications for the requirement must be met in order for the requirement to be found in full compliance. If the issue is a programming logic problem, then a "2" will be assigned. If it appears the problem is due to data entry, then a "3" will be assigned to the requirement.

Some data elements have a direct relationship with each other. When this occurs, all related elements are given the same rating factor. This is because incorrect programming logic could affect the answers to all of the related data elements.

The State is required to make the changes to the information system and/or data entry in order to be found in compliance with applicable requirements and standards.

Section 1

General Requirements

AFCARS Assessment Review Findings: General Requirements
IV-E Agency: Michigan

No.	Requirements	Findings	Rating Factor
1	<p>For the purpose of foster care reporting, each data transmission must include all children in foster care for whom the title IV-E agency has responsibility for placement, care, or supervision (45 CFR 1355.40(a)(2)).</p> <p>The [foster care] population to be included in this reporting system includes all children in foster care under the responsibility of the title IV-E agency administering or supervising the administration of the title IV-B Child and Family Services State plan and the title IV-E plan; that is, all children who are required to be provided the assurances of section 422(b)(8) of the Social Security Act (Appendix A to Part 1355--Foster Care Data Elements, Section II--Definitions).</p> <p><u>Checklist Items</u></p> <p>Identify the name of the agency that is designated as the single title IV-B/E agency.</p> <p>What is the organizational structure of the title IV-E agency?</p> <p>Does the agency include any of the following?</p> <ul style="list-style-type: none"> • Juvenile Justice • Mental Health • Other? <p>What is the agency's timeframes applicable to removal and mechanism for initiating court removals (for example, removal petitions)?</p> <p>Does the title IV-E agency include children in the foster care population who are under the responsibility for placement, care, or supervision of the agency even if there are no foster care payments? (CWPM 1.3 #4)</p> <p>Are all children in foster care who are under the joint placement and care responsibility of the juvenile justice and child welfare systems reported to AFCARS? (CWPM 1.3 #13)</p> <p>Are all children in foster care who are under the joint placement and care responsibility of the mental health and child welfare systems reported to AFCARS? (CWPM 1.3 #13)</p> <p>Are children who are under the agency's responsibility for care, placement, or supervision and whose only placement is a locked facility or a hospital excluded? (CWPM 1.3 #12)</p>	<p>The title IV-B/IV-E agency is the Michigan Department of Health and Human Services (MDHHS). Within MDHHS is the Children Services Agency (CSA). The following fall under CSA: Juvenile Justice, Children's Trust Fund, Business Service Centers - Child Welfare, Services to Children and Families, CWL Licensing, and MISACWIS.</p> <p>The staff indicated that at the county level, the court agency is responsible for the juvenile justice cases. If a delinquent child is ordered into the Department's responsibility for care and placement, the child/youth would be included in the reporting population. Otherwise, these children fall under the court administrative office.</p> <p>The agency does not have the authority to remove a child from his/her home without a court order.</p> <p><u>Program Code</u></p> <p>The extraction logic selects all children in the agency's custody. The program code excludes records with a recent legal custody episode status of "delinquent" (47otidel), "neglect" (48otinegl), "adoption" (49otiadopt), "non-ward with delinquency petition filed," or "youth in transition" (55yit).</p> <p>The program code then excludes records where <i>the only</i> living arrangement is "legal guardian," "detention," "jail," or "hospital."</p> <p>If a child of minor parent who is in foster care is living in the same foster care setting as the parent, then the agency correctly does not include these children in the foster care population.</p> <p>There are issues with the juvenile justice cases that are included from the one county court office that has an inter-agency agreement for title IV-E funds (see General Requirements (GR) item 4). The juvenile justice extraction code is not excluding those youth whose only placement is a locked facility.</p> <p>The program code is incorrectly excluding from the reporting population records in which the child's only "placement" as of the end of the report period is runaway. See FC elements 18-24 for additional findings.</p> <p><u>Post Site Program Code Modifications</u></p> <p>The extraction code was modified. It now includes records of children who are</p>	<p style="text-align: center;">2 3</p>

AFCARS Assessment Review Findings: General Requirements
IV-E Agency: Michigan

No.	Requirements	Findings	Rating Factor
	<p>Are children whose only placement during the report period is "runaway" included in the reporting population? (CWPM, 1.2B.7 #24)</p> <p>Children of minor parents: If a child/youth in foster care is a parent, and their child lives with them, is their child excluded from the foster care reporting population?</p>	<p>on a runaway status at the time the agency receives placement and care responsibility and whose only placement at the end of the report period is "runaway."</p> <p>This item is rated a "3" even though there are errors with the extraction of inter-agency title IV-E juvenile justice youth. Instead, GR4 was rated a 2 to account for those errors and needed corrections.</p>	
2	<p>[The AFCARS foster care reporting population] includes American Indian children covered under the assurances in section 422(b)(8) of the Act on the same basis as any other child (45 CFR 1355.40(a)(2)).</p> <p><u>Checklist Items</u> <u>For States:</u> As noted in item #1, "The [foster care] population to be included in this reporting system includes all children in foster care under the responsibility of the title IV-E agency administering or supervising the administration of the title IV-B Child and Family Services State plan and the title IV-E plan; that is, all children who are required to be provided the assurances of section 422(b)(8) of the Social Security Act."</p> <p>What steps has the State taken to transfer AFCARS information on Tribal children that were in State custody at the time a title IV-E Tribe's plan was approved or who had previously been in the State's foster care system?</p>	<p>The agency correctly includes American Indian children who are in the state's custody.</p>	4
3	<p>For children in out-of-State/Tribal Service area placement, the title IV-E agency placing the child and making the foster care payment submits and continually updates the data (45 CFR 1355.40(a)(2)).</p>	<p><u>Screen:</u> Maintain Placement Information/Placement Details There is an area on this screen "Additional Information" and one of the options includes ICPC Placement.</p> <p><u>Program Code:</u> The program code excludes records with the value "OTI" (represents cases from other states). Also, records are excluded where <i>the only</i> living arrangement is "out of state parental."</p>	4
4	<p>[The foster care] population includes all children supervised by or under the responsibility of another public agency with which the title IV-E agency has an agreement under title IV-E and on whose behalf the title IV-E agency makes title IV-E foster care maintenance payments (Appendix A to Part 1355--Foster Care Data Elements, Section II--Definitions).</p> <p>Does the title IV-E agency have an agreement with other public agencies to provide foster care maintenance payments to eligible children per the requirements in section 472(a)(2)(B)(ii) of the Act)?</p>	<p>The staff indicated that one local court agency has an agreement under title IV-E for title IV-E foster care maintenance payments. In addition, there is an agreement/contract with Sault St. Marie Tribe.</p> <p>During the post site stage, it was discovered that the agreement with JJ for the state fiscal year 2015 was not in effect. During early January 2016, an agreement for fiscal year 2016 was signed. (State fiscal year is from October 1 through September 30.) While the agreement under section 472(a)(2)(B)(ii) of the Act was</p>	4 2

AFCARS Assessment Review Findings: General Requirements
IV-E Agency: Michigan

No.	Requirements	Findings	Rating Factor
	<p>- If yes, is the title IV-E agency including these records in the AFCARS file?</p>	<p>not in effect during the time of the AAR, the findings regarding these cases remain in effect. The two agencies have a history of having an agreement. The issues discussed and errors found during the onsite review still must be addressed.</p> <p><u>Case File Review Findings</u> The case file review sample included 12 records from the local court agency who receives title IV-E funds. In every case reviewed, the response to foster care element #59 was "does not apply." In one case, the reviewer noted that it should have been "applies." It is not clear if there is an error in how the court agency's logic is determining element 59 or there are other issues. Not all of the youth were in a locked facility the full six months of the report period.</p> <p><u>Program Code</u> The court agency maintains the extraction logic to report the youth who are under the title IV-E agreement and provide the extract file to the state. The program code was not submitted as part of the AAR. The state will need to review it or submit it to the federal team to monitor corrections under the Improvement Plan.</p> <p>One finding that was identified during the onsite review is that this file incorrectly includes records of youth whose only placement is a locked facility. The court agency will need to modify the extraction of their cases to exclude those records.</p> <p>MDHHS will need to ensure that the records from Sault St. Marie Tribe are correctly identified for the reporting population as well per the requirements in GR1.</p>	
5	<p>The reporting system includes all children who have or had been in foster care at least 24 hours (Appendix A to Part 1355--Foster Care Data Elements, Section II—Definitions).</p> <p><u>Checklist Items</u> Is the time of removal and discharge included in the title IV-E agency's data collection?</p> <p>Is there a checkbox for workers to select that indicates the removal was for less than 24 hours?</p> <p>Is the program code used to compile the AFCARS file checking the time fields and determining whether the removal episode was for 24 hour or more?</p>	<p><u>Screen</u> There are no time fields on the screens for time of removal or discharge. Also, there is not a check box on the screen used for discharge. The agency will need to implement a method for the caseworkers to identify if the episode is 24 hours or less in duration.</p> <p><u>Program Code</u> The logic to check for 24-hour removal episodes subtracts the placement end date from the placement begin date and only includes records with removal episodes greater than one day. The program code will incorrectly include records that are more than 24 hours if the discharge occurred the next day.</p>	2
6	<p>Foster care does not include children who are in their own homes under the</p>	<p>The agency is correctly excluding records where the child has not been removed</p>	4

AFCARS Assessment Review Findings: General Requirements
IV-E Agency: Michigan

No.	Requirements	Findings	Rating Factor
	responsibility of the title IV-E agency (Appendix A to Part 1355--Foster Care Data Elements, Section II—Definitions).	from his/her home.	
7	<p>[The foster care population] includes youth over the age of 18 if a payment is being made on behalf of the child (CWPM, 1.3).</p> <p>A title IV-E agency that exercises the option to extend assistance to youth age 18 or older must collect and report data to AFCARS on all youth receiving a title IV-E foster care maintenance payment (ACYF-CB-PI-10-11, Issued July 9, 2010).</p> <p><u>Checklist Items</u></p> <p>What is the title IV-E agency's legal age of majority?</p> <p>What is the definition of child under the agency's title IV-E plan?</p> <p>Is the title IV-E agency claiming title IV-E funds for youth over 18?</p> <p>See foster care elements #56 and #58 for additional information.</p>	<p>The age of majority in Michigan is 18.</p> <p>The state has history of claiming title IV-E funds on youth who are 18. The state amended their IV-E plan to extend title IV-E to youth up to the age of 21. The effective date of the amendment is 7/1/2012. The state's plan includes eligibility for youth who leave foster care and re-enter foster care.</p> <p><i>Frequency Report 2015A</i> (n=15,820): There is one record with a year of birth of 1989 (26); there are 74 records with years between 1991 and 1993.</p> <p><u>Program Code</u></p> <p>The current logic has code to report a discharge for children who turn 19 before the end of the report period (foster care elements #56 and 58). There is not a check for whether the youth is receiving title IV-E foster care funds. This could result in youth who are 18 and not receiving title IV-E to be incorrectly included in the reporting population.</p> <p>The program code must be modified to have an exclusion statement of youth 18 and older who do not receive title IV-E if the child had been previously reported as "discharged."</p> <p><u>Post Site Program Code Modifications</u></p> <p>There were changes made to the extraction logic for foster care elements 56 and 58. The logic to discharge youth at age 19 was removed from the program code. Modifications were added to check if the youth turns 18 in the report period and is or is not receiving title IV-E foster care. If title IV-E is not applicable, then the youth's 18th birthday is reported as the date of discharge. Additional logic was added to discharge youth at the age of 21. It does not appear though that if the youth becomes ineligible for title IV-E between the ages of 18 and 21 that the record will be reported as discharged.</p>	2
8	<p>Include all children who are in the placement, care, or supervision responsibility of the title IV-B/E agency that are on "trial home visits" (CWPM 1.3).</p> <p><u>Checklist Items</u></p> <p>Does the agency have a policy that all children are returned home prior to the release of court ordered placement, care, or supervision?</p>	<p>The agency includes records of children who are returned to the home of removal and for whom the agency's responsibility for placement and care has not been dismissed. There were errors found with the test cases and the extraction logic for the foster care elements (#23, 56, and 58). As part of the post site phase the agency made corrections affecting the reporting of "trial home visits."</p>	4

AFCARS Assessment Review Findings: General Requirements
IV-E Agency: Michigan

No.	Requirements	Findings	Rating Factor
	<p>Is there a timeframe specified in policy or statute for the length of time that the title IV-E agency must maintain placement and care responsibility before the child is considered discharged?</p> <p>Does the agency conduct all periodic reviews in court?</p> <p>Does the program code report the record as an open foster care case regardless of the length of time the child has been in his/her own home?</p> <p>See foster care elements #56 and #58 for additional information when there is no policy regarding how long a placement of a child in his/her own home may last or if the agency does not conduct all periodic reviews in court.</p>		
9	<p>For the purposes of adoption reporting, data are required to be transmitted by the title IV-E agency on all adopted children who were placed by the title IV-E agency (45 CFR 1355.40(a)(3)).</p> <p>The title IV-E agency must report on all children who are adopted in the State or Tribal service area during the reporting period and in whose adoption the title IV-E agency has had any involvement. ...reports on the following are mandated:</p> <p>(a) All children adopted who had been <u>in foster care</u> under the responsibility and care of the child welfare agency and who were subsequently adopted whether special needs or not and whether subsidies are provided or not; (Appendix B to Part 1355--Adoption Data Elements, Section II - Definitions).</p> <p>Has the State privatized its adoption functions?</p> <p><u>Checklist Items</u> What controls exist to ensure that all adoption cases are entered into the system?</p>	<p><u>Test Deck</u> The agency correctly reported the foster care adoptions.</p> <p><u>Program Code</u> The adoption population comprises all children who are adopted within the reporting period. The extraction code selects from the ruling, legal participant, and related court order type records with a court order type of "PCA321 order of adoption."</p>	4
10	<p>For a child adopted out-of-State, the title IV-E agency which placed the child submits the data. Similarly, the Tribal title IV-E agency which placed the child outside of the Tribal service area for adoption submits the data (45 CFR 1355.40(a)(3) I - Definitions).</p> <p><u>Checklist Items</u> Does the selection logic exclude children placed in the State for adoption by another State?</p>	<p><u>Program Code LNs 1867 - 1933</u> Adoptions that are from the State agency's foster care system are reported even if the child is placed out of state. The code excludes records where the child was placed in Michigan for adoption.</p>	4

AFCARS Assessment Review Findings: General Requirements
IV-E Agency: Michigan

No.	Requirements	Findings	Rating Factor
	Does the selection logic exclude children placed in the State for adoption by a title V-E Tribe?		
11	<p>For the purposes of adoption reporting, data are required to be transmitted by the title IV-E agency ... on all adopted children for whom the agency is providing adoption assistance (either ongoing or for nonrecurring expenses), care or services directly or by contract or agreement with other private or public agencies (45 CFR 1355.40(a)(3)).</p> <p>The title IV-E agency must report on all children who are adopted in the State or Tribal service area during the reporting period and in whose adoption the title IV-E agency has had any involvement. ...reports on the following are mandated: (b) All special needs children who were adopted in the State or Tribal service area, whether or not they were in the public foster care system prior to their adoption and for whom non-recurring expenses were reimbursed; and (c) All children adopted for whom an adoption assistance payment or service remains being provided based on arrangements made by or through the title IV-E agency (Appendix B to Part 1355--Adoption Data Elements, Section I).</p> <p>Does the title IV-E agency enter into adoption assistance agreements with families adopting from a private agency?</p> <p><u>Checklist Items</u> Does the title IV-E agency enter into adoption assistance agreements with families adopting from a private agency that is located in another State, Indian Tribe, or Tribal Service Area?</p> <p>Are private individual adoptions included?</p>	<p>The agency enters into adoption agreements with families adopting a child from a private agency. The child must be eligible for SSI or meets the agency's policy for special needs. If the child does meet the other criteria, they would assess those children.</p> <p><u>Program Code</u> The adoption population comprises all children who are adopted within the reporting period. The extraction code selects from the ruling, legal participant, and related court order type records with a court order type of "PCA321 order of adoption." Therefore, private agency adoptions should be picked up. The test case extraction did not properly report the cases reflecting private adoptions (non-foster care cases). A review of the screens for these cases found that the check box on the court screen indicating that one of the cases court action was in another state was not selected. Also, for other related errors, see the technical notes in the adoption matrix for elements 33 and 34.</p>	4
12	<p>The data must be extracted from the data system as of the last day of the reporting period (45 CFR 1355.40(b)(1)):</p> <p><u>For foster care information [regular files]</u>, the child-specific data to be transmitted must reflect the data in the information system when the data are extracted (45 CFR 1355.40(b)(2)).</p> <p>Report the status of all children in foster care as of the last day of the reporting period.</p>	<p><u>Program Code For Regular Files:</u> The program code for the elements checks for the report period end date in most of the elements. There were "future" dates reported in the 2015A file.</p>	3

AFCARS Assessment Review Findings: General Requirements
IV-E Agency: Michigan

No.	Requirements	Findings	Rating Factor
	<p>Also, provide data for all children who were discharged from foster care at any time during the reporting period, or in the previous reporting period, if not previously reported (Appendix D, 45 CFR 1355 Foster Care and Adoption Record Layouts Section A.1.b(5)); (AFCARS Technical Bulletin #6, Data Extraction).</p> <p><u>Checklist Items for foster care information [regular files],</u> The file should not include information or dates that occur after the end of a regular report period.</p> <p>The data must be reflective of the child's circumstances for the report period being submitted.</p> <p>If data are missing, the extraction code does not insert a valid value into the file. Does the information system store all historical information, or is information overwritten with the most recent event? (Example: The system stores all case plan goals with its associated date.)</p>		
13	<p>The data must be extracted from the data system as of the last day of the reporting period (45 CFR 1355.40(b)(1)):</p> <p><u>For foster care information [subsequent files],</u> the child-specific data to be transmitted must reflect the data in the information system when the data are extracted (45 CFR 1355.40(b)(2)).</p> <p>Report the status of all children in foster care as of the last day of the reporting period (AFCARS Technical Bulletin #6, Data Extraction)</p> <p><u>Checklist Items for foster care information [subsequent files],</u> How does the title IV-E agency extract subsequent files?</p> <p>The data must be reflective of the child's circumstances for the report period being submitted. Example: The title IV-E agency is extracting the 2011B report period on June 8, 2012 for submission to the Children's Bureau. Data in the 2011B file must reflect the child's circumstances as of September 30, 2011. If a diagnosis has changed or a case plan goal since September 30, 2011, the new information is not to be included in the 2011B file.</p>	<p><u>Program Code For subsequent files</u> The program code for the data elements checks for the report period end date in most of the elements. There were "future" dates reported in the test file. There were also other elements (e.g., number of removals) that were picking up information from the next report period. Others, like diagnosed conditions are being "overwritten."</p>	3

AFCARS Assessment Review Findings: General Requirements
IV-E Agency: Michigan

No.	Requirements	Findings	Rating Factor
	Does the information system store all historical information, or is information overwritten with the most recent event? (Example: Are diagnosed conditions overwritten or deleted when they change?)		
14	<p>The data must be extracted from the data system as of the last day of the reporting period (45 CFR 1355.40(b)(1)):</p> <p><u>Adoption data</u> are to be reported during the reporting period in which the adoption is legalized or, at the title IV-E agency's option, in the following reporting period if the adoption is legalized within the last 60 days of the reporting period. For a semi-annual period in which no adoptions have been legalized, the title IV-E agency must report such an occurrence (45 CFR 1355.40(b)(3)).</p> <p><u>Checklist Items</u> What controls exist to ensure that an individual adoption record is extracted and reported to AFCARS only once? How does the title IV-E agency extract subsequent files? Does the data in the subsequent submission reflect activities for that report period? Or, are current data extracted instead? For example, if there was a change in the amount of the adoption subsidy, is the amount that was in the adoption agreement at the time of the adoption the amount that is included in the subsequent submission?</p>	<p><u>Program Code For Regular Adoption Files</u> The ruling date must be within the reporting period. Consequently, if the adoption finalization date is entered after the state extracts its Regular submission file, the adoption record will not be included in AFCARS. The agency must implement a flag/indicator to note which adoption records were sent in order to identify the ones that have not been transmitted. These would then be picked up in the file for the transmission of the next Regular submission file.</p> <p><u>Program Code For Subsequent Files</u> The ruling date must be within the reporting period. Consequently, if the agency submits a Subsequent file, all adoptions with a finalization date in the report period will be transmitted.</p>	2
15	<p>The title IV-E agency extracts all records based on the transaction date of discharge (foster care element #57) or the date of latest removal (foster care element #21), if the child has not been discharged. (ACYF-PI-CB-95-09, Reissued May 23, 1995 and Technical Bulletin #6, AFCARS Data Extraction)</p> <p><u>Checklist Items</u> The data submitted to AFCARS should be extracted based on removal episodes and not on placement information.</p> <p>Does the selection logic check:</p> <ul style="list-style-type: none"> • For a transaction date of discharge for a record that occurs during the reporting period. • If the transaction date of discharge is after the last day of the reporting period, but the same day or prior to the date the Title IV-E agency extracts the data for submission, AND the date of latest 	<p><u>Program Code</u> The program code uses dates of removal and dates of discharge in conjunction with the transaction date associated with the discharge when selecting the file for reporting.</p>	4

AFCARS Assessment Review Findings: General Requirements
IV-E Agency: Michigan

No.	Requirements	Findings	Rating Factor
	<p>removal is equal or prior to the last day of the reporting period, then the record must be included.</p> <ul style="list-style-type: none"> • If the transaction date of discharge is absent AND the date of latest removal is equal or prior to the last day of the reporting period, then the record must be included. <p>If the transaction date of discharge is present, but does not fall within the dates of the reporting period AND the date of latest removal is after the last day of the reporting period, the record must be excluded.</p> <p>Does the title IV-E agency have a number of "dropped" records?</p> <ul style="list-style-type: none"> • Is the cause because the transaction date is not used to extract the file? • Is there another cause for records being dropped from the file? 		
16	<p>A summary file of the semi-annual data transmission must be submitted and will be used to verify the completeness of the title IV-E agency's detailed submission for the reporting period (45 CFR 1355.40(b)(4)).</p> <p>The values for these data elements are generated by processing all records in the semi-annual detailed data transmission and computing the summary values for Elements #1 and #3-22. Element #2 is the semi-annual report period ending date. In calculating the age range for the child, the last day of the reporting period is to be used (Appendix D, 45 CFR 1355 Foster Care and Adoption Record Layouts Sections A.2 and B.2).</p> <p><u>Checklist Items</u> Does the title IV-E agency's semi-annual transmission often fail the format standard for the summary file?</p>	<p><u>Program Code:</u> A recent subsequent file had an invalid summary record.</p>	4
17	<p>[Files] must be submitted in electronic form as described in appendix C to Part 1355 and in record layouts as delineated in appendix D to Part 135545 CFR 1355.40(b)(1)</p> <p>Records must be written using ASCII standard character format. (Appendix C, 45 CFR 1355 Electronic Data Transmission Format).</p>	<p><u>Program Code:</u> This is done correctly.</p>	4
18	<p>[Files] must be submitted in electronic form as described in appendix C to Part 1355 and in record layouts as delineated in appendix D to Part 135545 CFR 1355.40(b)(1) (2) All elements must be comprised of integer (numeric) value(s). (Appendix C, 45 CFR 1355 Electronic Data Transmission Format).</p>	<p><u>Program Code:</u> This is done correctly.</p>	4

AFCARS Assessment Review Findings: General Requirements
IV-E Agency: Michigan

No.	Requirements	Findings	Rating Factor
19	<p>[Files] must be submitted in electronic form as described in appendix C to Part 1355 and in record layouts as delineated in appendix D to Part 1355.(45 CFR 1355.40(b)(1)).</p> <p>All records must be a fixed length. The Foster Care Detailed Data Elements Record is 150 characters long and the Adoption Detailed Data Elements Record is 72 characters long. The Foster Care Summary Data Elements Record and the Adoption Summary Data Elements Record are each 172 characters long. (Appendix C, 45 CFR 1355 Electronic Data Transmission Format).</p>	<p><u>Program Code:</u> This is done correctly.</p>	4
NR	<p>[Files] must be submitted in electronic form as described in appendix C to Part 1355 and in record layouts as delineated in appendix D to Part 1355 (45 CFR 1355.40(b)(1))</p> <p>All title IV-E agencies must inform the Department, in writing, of the method of transfer they intend to use (Appendix C, 45 CFR 1355 Electronic Data Transmission Format).</p> <p><u>Checklist Items</u> Has the title IV-E agency submitted the AFCARS File Registration Form?</p>	<p><u>Program Code:</u> This has been done.</p>	
20	<p>The title IV-E agency must use correct file name for transmission (Technical Bulletin #2, File Format). Does the title IV-E agency submit the file using the correct naming convention?</p>	<p><u>Program Code:</u> This is done correctly.</p>	4
21	<p>General Data Quality</p> <p>For data to be considered quality data, it must be accurate, complete, timely, and consistent in definition and usage across the entire IV-E agency and State/Tribal service area. The quality of the AFCARS data is assessed by the agency on a regular and continuous basis in order to sustain a high level of quality data. The agency incorporates AFCARS data into its quality assurance/continuous quality improvement plan. The agency involves staff from every level of the organization, and other stakeholders from outside of the agency.</p> <p>What is the overall quality of the data?</p> <p>Does the title IV-E agency utilize management reports and the data in its analyses?</p>		3

AFCARS Assessment Review Findings: General Requirements
IV-E Agency: Michigan

No.	Requirements	Findings	Rating Factor
	<p>What ongoing training exists for caseworkers regarding the information system?</p> <p>What is the title IV-E agency's process to monitor the accuracy and completeness of the AFCARS data?</p> <p>Who are the staff involved in reviewing the AFCARS data?</p>		
22	<p>Data Conversion</p> <p>The information system has the capability of recording historical information, as applicable. This primarily applies to closed cases, if the agency did not convert all cases (open and closed), that re-open after conversion, and these cases must be entered into the system.</p> <p>The title IV-E agency transfers historical information on open cases. Specifically, it includes information on: date of first removal, total number of removals, and whether the child's mother was married at the time of the child's birth. If the case was open at the time of conversion, information on the number of placement settings is included.</p> <p>Did the title IV-E agency have a legacy system?</p> <p>Were all records converted?</p> <p>How are cases that were closed at the time of conversion, but have re-opened, handled?</p> <p>Has relevant data from paper files been converted to the new system?</p> <p>Has information related to the current removal episode been transferred to the new system, such as all placements?</p> <p>Has all prior removal episode start and dates been moved to the new system? Did the reason for discharge for those episodes get transferred to the new system?</p>	<p>The state converted all open cases. There are issues related data clean-up that the state has been focusing.</p> <p>There were errors found in the case file review that may be due to incomplete conversion. There were at least four error cases that the file indicated the child had a prior removal episode but it appears not to have been entered into the system.</p>	3

Section 2

Foster Care and Adoption Elements

AFCARS Assessment Review Findings: Foster Care Elements
State: Michigan

Data Element/Requirements Checklist	Findings/Notes	Rating Factor
1. Title IV-E Agency	<u>Program Code</u> The agency code for Michigan (26) is hard coded in the output record.	4
2. Report Period Ending Date		4
3. Local Agency (FIPS Code)		4
4. Record Number		4
5. Date of Most Recent Periodic Review (if applicable)	<p><u>Screen</u>: Court screen The agency conducts a periodic review every 90 days and reviews are held in court. These are recorded on the Court screen.</p> <p><u>Data Quality</u> <i>Frequency Report 2015A</i> (n=15,820): There are several records with a date prior to 2014. There is one record with an invalid date.</p> <p><i>Case File Review Findings – CSA¹ (n=52)</i>: 12 (23%) of the records analyzed did not match what was reported in AFCARS. Note there were comments regarding referee signature versus the judge’s signature and hearing versus signed date. The reviewers noted that there are dates reported where the hearing occurred but the judge did not sign the order; only the referee. In five error cases, the date reported for this report period occurred after March 31, 2015.</p> <p><i>Case File Review Findings – JJ² (n=12)</i>: 6 (50%) of the records analyzed did not match what was reported in AFCARS. The reviewers noted a date that was later than the one reported in the AFCARS file.</p> <p>There were eight cases noted as youth in the agency’s Young Adult Voluntary Foster Care (YAVFC) program that was in the sample. There were two error cases. In one case the reviewer found a later date than the one reported in the AFCARS file. In the other record the field was blank. The date of removal reported in AFCARS was in 2012.</p> <p><u>Program Code</u> When the child’s legal status code is “56 young adult fc,” the periodic review date is the family team meeting (FTM) hearing date or the meeting start date/time.</p> <p>Hearing types other than “jc 45 notice,” “jc 48 notice,” “other,” “pca 52 notice” “convert**,” “jc05a order apprehend and detain,” “jc05b order to take child,” “jc36 req term juris order,” “order adjournment,” “ order ending TPR,” “other,” “pca307 consent by adoptee,” “pac309</p>	2

Requirements

For children who have been in care for seven months or longer, enter the month, day and year of the most recent administrative or court review, including dispositional hearing. For children who have been in care less than seven months, leave the field blank.

An entry in this field certifies that the child’s computer record is current.

Checklist

The date used for this element is for reviews that meet the requirements in section 422(b)(8)(ii) and 475(5)(B) of the Social Security Act (SSA).

If a periodic review was conducted prior to or during the sixth month of the child’s foster care episode, the date of the review is to be included.

The most recent periodic review is for the current removal episode.

The dates reported must occur prior to the end or equal to the last day of the report period.

For title IV-E agencies where the designated title IV-B and IV-E agency includes either juvenile justice or mental health: children that either directly enter a community-based placement (foster home, group home, etc.) or are placed in such a setting after leaving a correctional/ detention facility, and are under the placement and care responsibility of the single IV-B/E State/Tribal agency, must be reported in AFCARS and be provided the protections in section 422(b)(8)(ii) and 475(5)(B) of the Act.

¹ Children Services Agency

² JJ: These are the juvenile justice cases of the single county that has a title IV-E agreement for foster care funds (see notes in General Requirements #4).

AFCARS Assessment Review Findings: Foster Care Elements
State: Michigan

Data Element/Requirements Checklist	Findings/Notes	Rating Factor
	<p>consent by agency," "pac318 order TPR after release," "pca341 final order fees," "pca345 state of services dhs," "pac347 verified accounting," "presentence investigation" or "transfer to doc" are used for this element.</p> <p>The review date is the "hearing date/time" from the legal participant table, if present and prior to the end of the report period.</p> <p><u>Post Site Program Code Modifications</u> The code was modified to ensure that the review date is prior to the report period end date.</p> <p>The state's extraction code was modified to explicitly name the hearing types used for periodic reviews. The code uses: "adjudication," "adoption placement," "court termination," "dispositional," "dispositional review," "guardianship," "guardianship review," "permanency placement," "post-term review," "termination trial" and "trial." The state team indicated that a review per the requirements in the Act does occur during these hearings.</p> <p>If a hearing date is not found, the program code checks for certain ruling types (from the court order field on the court order details screen). These are:</p> <p>JC14A - Order of Disposition, In Home Delinquency Proceedings JC14B - Order of Disposition, Out of Home Delinquency Proceedings JC17A - Order of Disposition Child in Home Child Protective Proceedings JC17 - Order of Disposition Child Protective Proceedings JC19 - Order Following Dispositional Review/Permanency Planning Hearing JC25 - Order of Disposition, Commitment</p> <p>The program code is using the date of the hearing and/or meeting for this element. However, based on the discussion during the case file review and the case file review findings, there does appear to be a discrepancy that needs to be addressed. There is a date field on the court order screen for the date the order was signed. The agency needs to clarify which date field is being used to extract to this element and what staff are instructed to enter in the hearing and court order date fields.</p> <p>This element remains rated a "2" because the federal and state team need to further discuss the findings for this element.</p>	
General Demographics	<p><u>Screen:</u> Person Profile/Basic Tab This screen includes the following fields - Ward Parent of a non-ward child U.S. Resident, Alien status, If not U.S. Citizen, Where? Citizenship Date, Country of Origin, Date entered country, Refugee status.</p>	

AFCARS Assessment Review Findings: Foster Care Elements
State: Michigan

Data Element/Requirements Checklist	Findings/Notes	Rating Factor
	Multi-select list of Languages; Primary Language drop-down; Other Language (text)	
<p>6. Date of Birth <u>Checklist</u> Are there system edits, or other verification means, to verify the accuracy of the child's date of birth in comparison to other factors (e.g., child is younger than the age defined in the title IV-E agency's Plan when entered care, child is not older than the primary caregiver(s) or the foster parents)?</p>	<p><u>Screen:</u> Person Profile/Basic Tab This screen includes the following fields: Birth City, Birth County, State, Birth Country</p> <p><u>Data Quality</u> <i>Frequency Report 2015A</i> (n=15,820): There is one record with a year of birth of 1989 (26); there are 74 records with years between 1991 and 1993. The file should not contain individuals who are over the age of 21. See General Requirements item 7. <i>Frequency Report 2015B</i> (n=15,348): There is one record with a year of birth of 1962; there are 13 records with birth year 1993.</p> <p><u>Program Code:</u> LNs 2055 and 2127 The date of birth is selected from the child's person record.</p>	3
<p>7. Sex</p> <p>1 = Male 2 = Female</p>	<p><u>Screen:</u> Person Profile/Basic Tab; Field: Gender The options are female, male, and unknown.</p> <p><u>Program Code LNs 2056 – 2061 and 2134 - 2154</u> This information is selected from the child's record and the agency's value "m" is mapped to the AFCARS value for "male" and "f" is mapped to "female." Any other value is mapped to spaces.</p>	4
<p>8. Child's Race</p> <p>0=No 1=Yes</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><u>Requirements</u> In general, a person's race is determined by how they define themselves or by how others define them. In the case of young children, parents determine the race of the child.</p> <p>American Indian or Alaska Native -A person having origins in any of the original peoples of North or South America (including Central America),</p>	<p><u>Screen:</u> Person Profile/Demographics Tab There is a section "Race." The screen has checkbox fields for each of the Federal identified races, including the AFCARS administrative value "unable to determine."</p> <p>Since the use of "unable to determine" in AFCARS has a specific definition, which includes "declined," the State should replace it with plain language that has each of the reasons race may not be known. This could be "parent incapacitated/child not age appropriate," "declined," and "Safe Haven" or other similar language.</p> <p>Additionally, the values used in NYTD of "decline" and "unknown" are not listed. For the NYTD administrative value "unknown," the agency should instead use something similar to "incapacitated" and "multi-racial-other race not known." These would then map in NYTD to "unknown." For AFCARS reporting purposes: -- If a child, youth, or parent is incapacitated and unable to provide the worker with race information, the worker would select "incapacitated/unknown." This value would be mapped to the AFCARS value "unable to determine." -- If a person is multi-racial, but does not know the other race(s), the worker would select "multi-racial-other race not known/unknown." This value would then be mapped to blank and only the known race would be reported in AFCARS.</p>	2 3

AFCARS Assessment Review Findings: Foster Care Elements
State: Michigan

Data Element/Requirements Checklist	Findings/Notes	Rating Factor
<p>and who maintains tribal affiliation or community attachment.</p> <p>Asian - A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.</p> <p>Black or African American - A person having origins in any of the black racial groups of Africa.</p> <p>Native Hawaiian or Other Pacific Islander - A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.</p> <p>White - A person having origins in any of the original peoples of Europe, the Middle East, or North Africa.</p> <p>Unable to Determine - The specific race category is "unable to determine" because the child is very young or is severely disabled and no person is available to identify the child's race. Also used if the parent, relative or guardian is unwilling to identify the child's race.</p> <p><u>For States:</u> Is the NYTD value "declined" mapped to the AFCARS value "unable to determine?"</p> <p>The NYTD definition of "unknown" encompasses two situations in which it can be used. One situation would be mapped to AFCARS and the other would not. In order to make the response option of "unknown" more meaningful to the worker, the State may want to consider alternate terminology. One example might be "incapacitated" and "multi-racial-other race not known." These would then map in NYTD to "unknown."</p> <p>For AFCARS reporting purposes: -- If a child, youth, or parent is incapacitated and unable to provide the worker with race information, the worker would select "incapacitated/unknown." This value would be mapped to the AFCARS value "unable to determine." -- If a person is multi-racial, but does not know the other race(s), the worker would select "multi-racial-other race not known/unknown." This</p>	<p>There is an area "Ethnicity/Ancestry" with two fields for recording ethnic information. One field is labeled "Ancestry." The caseworker can identify all nationalities/ethnicities that apply.</p> <p><u>Data Quality</u> <i>Frequency Report 2015A</i> (n=15,820): There are no records reported as missing information. There are 78 (.49%) records reported as "unable to determine." There are 1,835 (11.6%) with two or more races. There are no records reported with a race plus "unable to determine."</p> <p><i>Frequency Report 2015B</i> (n=15,348): There are 216 records reported as blank in this file. There were no records reported with a race and "unable to determine."</p> <p><i>Case File Review Findings – JJ</i> (n=12): 2 (17%) of the records analyzed did not match what was reported in AFCARS. In one error record, an additional race was found that was not reported. In one error case, the response should have been "Black or African American" instead of all categories indicating "no."</p> <p><u>Program Code</u> The child's race is selected from their individual race table. A code value of "American Indian Alaska Native" is mapped to "American Indian or Alaska Native." A value of "Asian" is mapped to "Asian." "Black African American" is mapped to "Black or African American." "Native Hawaiian Pacific is lander" is mapped to "Native Hawaiian or other Pacific Islander." "White" is mapped to "white." "Unable to determine" is mapped to "unable to determine."</p> <p>There does not appear to be any provision for missing data. It appears that the elements will be set to "no" if no race information is entered. The program code must be modified to map missing to blank.</p> <p>The program code is not checking the ancestry field and mapping applicable ethnicities to the appropriate race category if one is selected. Modify the program code to check the ancestry field for any race values that may have been selected and map the value to the appropriate race value in element #8.</p> <p><u>Post Site Program Code Modifications</u> The state's extraction logic has been modified to also check the ethnicity/ancestry values in determining race and is mapped correctly.</p>	

AFCARS Assessment Review Findings: Foster Care Elements
State: Michigan

Data Element/Requirements Checklist	Findings/Notes	Rating Factor
value would then be mapped to blank and only the known race would be reported in AFCARS.	It is not clear how this element is set to blank. However, there are records reported in the 2015B AFCARS period that are missing the race information.	
<p>9. Child's Hispanic or Latino Ethnicity</p> <p>1 = Yes 2 = No 3 = Unable to Determine</p> <p><u>Requirements</u> Answer "yes" if the child is of Mexican, Puerto Rican, Cuban, Central or South American origin, or a person of other Spanish cultural origin regardless of race. Whether or not a person is Hispanic or Latino is determined by how they define themselves or by how others define them. In the case of young children, parents determine the ethnicity of the child. "Unable to Determine" is used because the child is very young or is severely disabled and no person is available to determine whether or not the child is Hispanic or Latino. Also used if the parent, relative or guardian is unwilling to identify the child's ethnicity.</p> <p><u>Checklist</u> NYTD values: Is the NYTD value "declined" mapped to the AFCARS value "unable to determine?" Is the NYTD value "unknown" mapped to blank in AFCARS?</p>	<p><u>Screen</u>: Person Profile/Demographics tab There is an area "Ethnicity/Ancestry" with two fields for recording ethnic information. One field is labeled "Hispanic/Latino" and has a dropdown options list. The options are: Yes, No, and Unknown.</p> <p>Since the use of "unable to determine" in AFCARS has a specific definition, which includes "declined," the State should either remove it or replace it with "Safe Haven" or other similar language.</p> <p>Additionally, the values used in NYTD of "decline" and "unknown" are not listed. For the NYTD administrative value "unknown," the agency should instead use something similar to "incapacitated." For AFCARS reporting purposes these options would map to "unable to determine."</p> <p><u>Data Quality</u> <i>Frequency Report 2015A</i> (n=15,820): Yes = 1,049 (7%); No = 12,493 (79%); Unable to determine = 2,278 (14%); Not reported = 0 <i>Frequency Report 2015B</i> (n=15,348): Yes = 1,205 (8%); No = 12,737 (83%); Unable to determine = 561 (4%); Not reported = 845</p> <p><i>Case File Review Findings – CSA</i> (n=52): 8 (15%) of the records analyzed did not match what was reported in AFCARS. In the error cases, the response should have been "no" instead of "unable to determine."</p> <p><i>Case File Review Findings – JJ</i> (n=12): 1 (8%) of the records analyzed did not match what was reported in AFCARS. In the error case, the response should have been "yes" instead of "unable to determine."</p> <p><u>Program Code</u> This information is obtained from the individual ethnicity code work table. If it is "1" this element is mapped to "yes" and if it is "0" it is mapped to "no." If it is neither of these, the field is incorrectly mapped to "unable to determine." See the findings above regarding the options on the screen.</p> <p><u>Post Site Program Code Modifications</u> The program code was modified to include a check for the ethnicities Cuban, Hispanic, Latino, Mexican, and Puerto Rican. Clarify that this element will be set to "yes," if one of</p>	<p style="text-align: center;">2 3</p>

AFCARS Assessment Review Findings: Foster Care Elements
State: Michigan

Data Element/Requirements Checklist	Findings/Notes	Rating Factor
	these are found listed in the ethnicity list but the response in the field "Hispanic/Latino" is "no." Based on the 2015B data file, there appears to have been a correction to report missing data to blank.	
<p>10. Has the Child Been Clinically Diagnosed with a Disability(ies)?</p> <p>1 = Yes 2 = No 3 = Not Yet Determined</p> <p><u>Requirements</u> "Yes" indicates that a qualified professional has clinically diagnosed the child as having at least one of the disabilities listed below.</p> <p>"No" indicates that a qualified professional has conducted a clinical assessment of the child and has determined that the child has no disabilities.</p> <p>"Not Yet Determined" indicates that a clinical assessment of the child by a qualified professional has not been conducted.</p> <p><u>Checklist</u> Does the information system contain this as a question? If not, how is this information extracted for AFCARS? What information in the system is used to determine if the child has had a health exam and was diagnosed with a condition that is to be mapped to AFCARS?</p> <p>The information system should contain a module for health information. The AFCARS information should be extracted from this section.</p> <p>The extraction code must determine if the caseworker entered that the child has been seen by a health professional and does have diagnosed conditions, that the conditions are reportable to AFCARS. If not, then the program code sets the response to "no." If there are no active, reportable conditions as of the end of the report period being extracted, then the code is to set the response to "no."</p>	<p><u>Screen: Person Profile/Person Overview> Person Characteristics</u> There is a section on the screen labeled Self Reported/Observed Characteristics. In this section are two fields that contain drop-down options; the Characteristic Group and Characteristic.</p> <p>If "disabilities" is selected as the group, the options in the characteristic list are: Emotionally Disturbed, Emotionally Impaired, Hearing Impaired, Intellectual Disability, None, Not Yet Determined, Other Medically Diagnosed Condition, Physically Disabled, Specific Learning Disability, Speech and Language, and Visually Impaired. There is also another field Verification Method that has the options of Diagnosed, Observed, and Reported.</p> <p>There are no dates or specific diagnoses listed on this screen. The caseworker would have to know which of the characteristic options is the appropriate one for a specific diagnosis.</p> <p><u>Screen: Health</u> There are six tabs in the Health section. These are: Health Needs and Diagnosis, Appointments, Medication, Child Medical History, Family Medical History, Provider, and Generate Immunization Medical Passport.</p> <p>On the Health Needs and Diagnosis tab there is a selection option Add Health Need or Diagnosis and a group has to be selected (Allergies, Diet, DSM, Medical or High Risk). On the "add" screen there are fields to record the category, type, report, the effective date and the resolved date. The list for the category is based on which group was originally selected. The Report field is the same list as the Verification Method field on the characteristics screen but also includes the option "assessed." If the group selected was "DSM" the screen contains different fields. There is the ability to filter by the DSM diagnosis number or the name. There appears to be fields for the DSM Axis but these appear to be text fields. There is a diagnosed date on this screen but not a resolved date.</p> <p>There is not an edit to require the date of diagnosis be entered.</p> <p>The agency should remove the duplicative fields between these two screens. Since the Health section appears to be where all medical information is recorded, the Characteristics screen should not have the option "disabilities" on the Characteristics</p>	2

AFCARS Assessment Review Findings: Foster Care Elements
State: Michigan

Data Element/Requirements Checklist	Findings/Notes	Rating Factor
	<p>Group list and the corresponding options on the Characteristics list. Also, "diagnosed" should be removed from the Verification Method list.</p> <p>Since the characteristics list for the group "disabilities" includes "none" and "not yet determined," the health section will need to have a question added regarding whether or not as a result of an exam the child was diagnosed with any health condition.</p> <p><u>Data Quality</u> The agency's policy is for there to be a health care exam within 30 days of placement in foster care.</p> <p><i>Frequency Report 2015A (n=15,820):</i> Yes = 1,892 (12%); No = 13,928 (88%); Not Yet Determined = 0; Not reported = 0</p> <p><i>Case File Review Findings – CSA (n=52):</i> 12 (23%) of the records analyzed did not match what was reported in AFCARS. In the error cases, the response should have been "yes" instead of "no."</p> <p><i>Case File Review Findings – JJ (n=12):</i> 8 (67%) of the records analyzed did not match what was reported in AFCARS. In the error cases the response should have been "yes" instead of "no."</p> <p><u>Program Code</u> The program code checks the child's individual characteristics. If at least one of the codes that are mapped to elements #11-15 are selected, this element is set to "yes." Otherwise, it is mapped to "no." Note there is an option of "none" that the code is not checking.</p> <p>There is no mapping for "not yet determined." Note that there is an option of "not yet determined" in the drop-down list for Characteristics.</p> <p>There is no date logic associated with the determination of a diagnosis.</p> <p><u>Post Site Program Code Modifications</u> Modifications were made to the logic to set this element. The program code now checks for the value "none" and if found, sets this element to "no." It will also set this element to "no" if there are diagnosed conditions but none are ones that are mapped to elements 11 - 15. If that is the case, then this element is set to "no."</p>	

AFCARS Assessment Review Findings: Foster Care Elements
State: Michigan

Data Element/Requirements Checklist	Findings/Notes	Rating Factor
	<p>Also, the code now sets this element to "not yet determined" if the screen value of "not yet determined" is found in the disability type; or, if the disability type is not null but the clinical diagnosis flag is not set.</p> <p>The check for dates has been partially implemented. The logic now checks for dates from four sources (pcr treatment date, hlt treatment date, inh diagnosis date and the inc observation date). These are paired with "end" dates (inactive date, health resolved date, inh resolved date and tnh resolved date).</p> <p>The state team provided detailed notes in the Data Dictionary document provided during the post-site phase. Based on the notes in that document, the program code does at least two steps in determining the response to this element. One step checks the characteristics screen and another the health section. The logic checking the characteristics screen needs to be removed and the program code should only check the health screens. Also, the federal team found errors with a couple of the steps in "pass 1."</p> <p>Note the findings for the screen and the related changes that are needed. The program code should be modified in accordance to the changes noted for the system.</p>	
<p>General Information for FC elements 11 -15 0 = Condition Does Not Apply 1 = Condition Applies</p> <p><u>Checklist</u> There is to be a date associated with when the child was diagnosed with a condition and if the condition is resolved, the date it ended. See General Requirements item 13.</p>	<p><u>Screen: Characteristics Screen</u> There are no date fields. The options are just the categories. See General notes above.</p> <p><u>Program Code</u> There is no logic to determine when a diagnosed condition begins or ends.</p> <p>Based on the results of the test cases, and the approach used currently by the state, there are diagnoses not being mapped to AFCARS that should be included.</p> <p><u>Post Site Program Code Modifications</u> See the notes for FC10. Additionally, there were mapping errors found in these elements.</p>	
<p>11. Mental Retardation</p> <p><u>Requirements</u> Significantly subaverage general cognitive and motor functioning existing concurrently with deficits in adaptive behavior manifested during the development period that adversely affect a child's/youth's socialization and learning.</p>	<p><u>Data Quality</u> <i>Case File Review Findings – JJ (n=12):</i> 2 (17%) of the records analyzed did not match what was reported in AFCARS. In the error cases the response should have been "applies" instead of "does not apply."</p> <p><u>Program Code</u> If the child diagnosed code is "yes" and the characteristic type code is "mentally impaired" or "mentally retarded," element #11 is set to "condition applies." Otherwise, it is set to "condition does not apply."</p>	2

AFCARS Assessment Review Findings: Foster Care Elements
State: Michigan

Data Element/Requirements Checklist	Findings/Notes	Rating Factor
	<p><u>Post Site Program Code Modifications</u> The agency lists "special education" on the diagnosis list and indicates it is mapped to this element. Special Education is not a medical diagnosis.</p> <p>The agency lists "autistic" and "fetal alcohol syndrome" as being mapped to this element and FC15. These are to be mapped to FC15. The program code maps these to FC11 and maps fetal alcohol syndrome to FC15 as well.</p>	
<p>12. Visually or Hearing Impaired</p> <p><u>Requirements</u> Having a visual impairment that may significantly affect educational performance or development; or a hearing impairment, whether permanent or fluctuating, that adversely affects educational performance.</p>	<p><u>Program Code</u> If the child diagnosed code is "yes" and the characteristic type code is "hearing impaired" or "visually impaired," element #12 is set to "condition applies." Otherwise, it is set to "condition does not apply."</p> <p><u>Post Site Program Code Modifications</u> The agency lists "visually impaired," "vision problems," and "hearing problems." These may cover many situations and some may not be ones that are to be reported to AFCARS. Could the agency provide its definition and instruction for use.</p>	2
<p>13. Physically Disabled (Child)</p> <p><u>Requirements</u> A physical condition that adversely affects the child's day-to-day motor functioning, such as cerebral palsy, spina bifida, multiple sclerosis, orthopedic impairments, and other physical disabilities.</p>	<p><u>Program Code</u> If the child diagnosed code is "yes" and the characteristic type code is "physically disabled," element #13 is set to "condition applies." Otherwise, it is set to "condition does not apply."</p> <p><u>Post Site Program Code Modifications</u> Scoliosis is incorrectly included in the mapping of this element. If it is severe enough to cause adverse affects on the child's day-to-day motor functioning, then it would be included.</p>	2
<p>14. Emotionally Disturbed (DSM- IV)</p> <p><u>Requirements</u> A condition exhibiting one or more of the following characteristics over a long period of time and to a marked degree: An inability to build or maintain satisfactory interpersonal relationships; inappropriate types of behavior or feelings under normal circumstances; a general pervasive mood of unhappiness or depression; or a tendency to develop physical symptoms or fears associated with personal problems. The term includes persons who are schizophrenic or autistic. The term does not include persons who are socially maladjusted, unless it is determined that they are also seriously emotionally disturbed.</p>	<p><u>Data Quality</u> <i>Case File Review Findings – CSA (n=52):</i> 11 (21%) of the records analyzed did not match what was reported in AFCARS. In the error cases, the response should have been "applies" instead of "does not apply." In one of the cases, this was an additional category.</p> <p><i>Case File Review Findings – JJ (n=12):</i> 9 (75%) of the records analyzed did not match what was reported in AFCARS. In the error cases the response should have been "applies" instead of "does not apply."</p> <p><u>Program Code</u> If the child diagnosed code is "yes" and the characteristic type code is "emotionally impaired" or "emotionally disturbed," element #14 is set to "condition applies." Otherwise, it is set to "condition does not apply."</p>	2

AFCARS Assessment Review Findings: Foster Care Elements
State: Michigan

Data Element/Requirements Checklist	Findings/Notes	Rating Factor
	<p><u>Post Site Program Code Modifications</u> The agency indicates that "mental health needs" is mapped to this element. This is not a diagnosis.</p>	
<p>15. Other Medically Diagnosed Conditions Requiring Special Care</p> <p><u>Requirements</u> Conditions other than those noted above which require special medical care such as chronic illnesses. Included are children diagnosed as HIV positive or with AIDS.</p>	<p><u>Data Quality</u> <i>Case File Review Findings – CSA (n=52):</i> 4 (8%) of the records analyzed did not match what was reported in AFCARS. In the error cases, the response should have been "applies" instead of "does not apply." <i>Case File Review Findings – JJ (n=12):</i> 1 (8%) of the records analyzed did not match what was reported in AFCARS. In the error case the response should have been "does not apply" instead of "applies." <u>Program Code: LNs 2119 – 2122 and 2420 - 2440</u> If the child diagnosed code is "yes" and the characteristic type code is "other medically diagnosed," element #15 is set to "condition applies." Otherwise, it is set to "condition does not apply." <u>Post Site Program Code Modifications</u> The agency has an option "other medically diagnosed condition" in the options list. While this is fine for a category heading, it should not be listed as a "diagnosis." There are many things that could be considered and not all would be conditions that are chronic or meet the needs of AFCARS reporting. The agency has "Respirator Dependent Child" and "Blood Disorder - requiring hospitalization once a month" mapped to this element." It is the actual diagnosis that is to be mapped to this element. Medical equipment is not mapped to AFCARS. The agency has "asthma" listed but not the severity. Asthma should be mapped to this element only if it is severe and affects the child's activities of daily living. The agency lists "kidney infection/disease." Specific kidney disease would be something that could/would be mapped to AFCARS but not kidney infection. The agency includes "Thyroid (hyper/hypo)" in the mapping of this element. In of itself, these diagnoses would not be mapped to AFCARS.</p>	2
<p>16. Has this Child Ever Been Adopted?</p> <p>1 = Yes 2 = No 3 = Unable to Determine</p>	<p><u>Screen: Person Profile/Additional Tab</u> There is a section "Miscellaneous Information." This section includes if the child had been previously adopted, date of adoption decree, age of adoption, was the child's mother married at the time of the child's birth, and information on absent and non-</p>	4

AFCARS Assessment Review Findings: Foster Care Elements
State: Michigan

Data Element/Requirements Checklist	Findings/Notes	Rating Factor
<p><u>Requirements</u> If this child has ever been legally adopted, enter "yes." If the child has never been legally adopted, enter "no."</p> <p>Enter "Unable to Determine" if the child has been abandoned or the child's parent(s) are otherwise not available to provide the information.</p> <p><u>Checklist</u> This question should only be answered "yes" if child has been adopted before the current/most recent removal episode.</p> <p>This is to be a question the worker responds to and not a system-created response.</p> <p>The information system must be able to report the information regardless of whether the adoption was public or private.</p> <p>The system must be able to report the information regardless of whether the adoption was in-State/within the Tribal service area or in another State, country, or by another Tribe, as applicable for State and Tribal reporting title IV-E agencies.</p>	<p>custodial parents.</p> <p>The selection options for "Previously Adopted" are blank, "No," and "Yes." The field pre-fills as blank.</p> <p><u>Data Quality</u> <i>Frequency Report 2015A</i> (n=15,820): Yes = 424 (3%); No = 15,396 (97%); Unable to determine = 0 Not reported = 0 <i>Frequency Report 2015B</i> (n=15,348): Yes = 337 (2%); No = 8,538 (56%); Unable to determine = 6,472 (42%) Not reported = 1</p> <p><u>Program Code</u> The extraction code checks for the child on the adoption history table. If the previous adoption indicator is "yes (1)," this element is set to "yes." Otherwise, this element is set to "no." There is no logic for "unable to determine." The screen pre-fills as blank but this element defaults to "no" if the response in the field is not a "yes."</p> <p><u>Post Site Program Code Modifications</u> The agency made changes to the logic for this element. The logic is essentially the same as before except that now the previous adoption indicator is read from a data warehouse table, individual adoption history.</p> <p>The state and federal team will need to discuss this further as part of the improvement plan. The element remains a rating of "4" but once the state and federal team discuss, it could be rated a "2." The logic to set "unable to determine" when "previously adopted" is "yes" but the "age at adoption" is null has been removed from the code. However, the 2015B AFCARS data includes responses for "unable to determine." The current program code does not have any logic to set this value. Also, note that if the child was a Safe Haven infant, this information may not be known. Or, if the child was abandoned this information may not be available until the parent(s) is located. In either of these situations, the response would be set to "unable to determine."</p>	
<p>17. If Yes, How Old was the Child when Adoption was Legalized?</p> <p>0 = Not Applicable 1=less than 2 years old 2=2-5 years old 3=6 to 12 years old 4=13 years or older 5 = Unable to Determine</p>	<p><u>Screen</u>: Person Profile/Additional Tab There are fields for the date of the adoption decree and age of adoption.</p> <p><u>Data Quality</u> <i>Frequency Report 2015A</i> (n=15,820): Not applicable = 15,398 (97%); Age categories = 422; Unable to determine = 0; Not reported = 0 <i>Frequency Report 2015B</i> (n=15,348): Not applicable = 8,538 (56%); Age categories = 307; Unable to determine = 6,472 (42%); Not reported = 31</p>	<p>2 3</p>

AFCARS Assessment Review Findings: Foster Care Elements
State: Michigan

Data Element/Requirements Checklist	Findings/Notes	Rating Factor
<p><u>Requirements</u> Enter the number which represents the appropriate age range. If uncertain, use an estimate.</p> <p>If no one is available to provide the information, enter "Unable to Determine."</p> <p><u>Checklist</u> The response "not applicable" is only used if the child is known to have not been previously adopted (response to element #16 is "no").</p> <p>If the child was previously adopted, but the age is unknown, this element must be left blank. An estimated age can be used to complete this field by the caseworker.</p>	<p><u>Program Code</u> If the child was previously adopted the extraction code determines the age at adoption. If the previous adoption field is blank [null], this element is mapped to "unable to determine." The program code then calculates the age of the child and maps it to the appropriate AFCARS age category.</p> <p>If there is no value, this element is mapped to "not applicable." If no age is entered, set this element to blank.</p> <p><u>Post Site Program Code Modifications</u> The extraction code was modified to set the value to "not applicable" when the adoption indicator is "2" (no). The logic to set this element to "unable to determine" was removed. As noted in FC16, there were records reported as "unable to determine" in the 2015B file but the current program code does not have logic to set this value.</p> <p>When no value is found in the age at adoption field but the previously adopted indicator is "yes," the age at adoption field is left with its default initialized value of null (appears blank).</p> <p>This element is being rated a "3" but as noted in FC16, if during the improvement plan discussion we find that there is an error, it will be rated a "2."</p>	
<p><u>Removal Episode Requirements</u></p> <p>The removal of the child from his/her normal place of residence resulting in his/her placement in a foster care setting.</p> <p>A removal is either the physical act of a child being taken from his or her normal place of residence, by court order or a voluntary placement agreement and placed in a substitute care setting, or the removal of custody from the parent or relative guardian pursuant to a court order or voluntary placement agreement which permits the child to remain in a substitute care setting (CWPM, 1.2B.7, Question #7).</p>	<p><u>Screen: Removal Records</u> There is a section Removal Information. The fields are Removal Address, Custody Removal Date, Jurisdiction</p> <p><i>Test Cases:</i> There were several inconsistency errors. There was an issue where the date of the first and current removal were the same but the number of removals reported was two. Also, the date of discharge from the prior episode was reported as blank.</p> <p><i>Case File Review Findings:</i> There were eight cases noted as youth in the agency's YAVFC program that were in the case file sample. There were several errors in the removal history; elements 18 - 21.</p> <p><u>Program Code</u> Removal episodes are determined from a combination of placement setting and legal custody data. The logic selects all the placement records and makes a series of adjustments to account for whether the initial living arrangement is an in-home placement, detention, jail, and hospital. This logic is performed for all legal custody episodes found.</p>	

AFCARS Assessment Review Findings: Foster Care Elements
State: Michigan

Data Element/Requirements Checklist	Findings/Notes	Rating Factor
<p>18. Date of First Removal from Home</p> <p><u>Requirements</u> [The] Month, day and year the child was removed from home for the first time for the purpose of placement in a foster care setting. If the current removal is the first removal, enter the date of the current removal. For children who have exited foster care, "current" refers to the most recent removal episode.</p> <p><u>Checklist</u> The information system must include historical information prior to a conversion from a legacy system (or paper file) to a new information system.</p> <p>The data collection system must include historical information on cases closed prior to a conversion to a new information system that have since re-opened.</p> <p>The agency enters the information on children that are on runaway status at the time the agency obtained responsibility for placement and care and who are still on runaway status at the end of the report period.</p> <p>If the first-ever removal from home is an episode that was 24-hours or less in duration, the date of that episode is never included as a first removal date.</p> <p>If in the first-ever removal the child's only placement was a hospital or a locked facility, this episode date is never to be selected as the first removal date.</p> <p>If in the first-ever removal the child's first placement was a detention facility or a hospital and the child subsequently enters a foster care setting within the scope of title IV-E, the date of the foster care placement is to always be the first removal from home date.</p> <p>The data collection system must include dates of removal that occurred in another county within the State, if applicable.</p>	<p><u>Data Quality</u> <i>Case File Review Findings – CSA (n=51):</i> 8 (16%) of the records analyzed did not match what was reported in AFCARS. There are four error cases that the file indicated the child had a prior removal episode but it was not entered into the system (conversion). There are three error cases that the child's first placement was a hospital and the date reported was the court order date and not the date the child was placed in a foster care setting. There was one error case in which the child had previously been in foster care in the State's system and adopted. The date of this first episode was not reported for this element.</p> <p><i>Case File Review Findings – JJ (n=12):</i> 4 (33%) of the records analyzed did not match what was reported in AFCARS. In the error cases the date of removal was incorrect because the child was first located in a detention facility and this was the date reported to AFCARS.</p> <p><u>Program Code</u> The first removal date is selected from the AFCARS data table as the earliest adjusted removal date found.</p> <p>There is no logic to report the date of removal as the date the agency received custody of the child if in the first removal episode the child was initially on runaway status. See the findings for General Requirements (GR) 1.</p> <p>The approach to identifying records that are removal episodes of 24 hours or less is not accurate, see GR5. Once the agency implements the method of identifying these records per the requirements in GR5, the program code will need to check this indicator to determine those cases that are for 24 hours or less.</p> <p>For cases that were open prior to MiSACWIS where the child was initially in a hospital, the agency needs to clean up the cases to set the first removal date to the date the child was placed in a foster care setting.</p> <p>If a child had been in foster care is adopted and later re-enters foster care, the date of the first removal episode is to be reported.</p> <p><u>Post Site Program Code Modifications</u> The state's extraction code was modified to set the date of first removal to the date the agency gained custody when the child is initially on runaway status.</p>	<p style="text-align: center;">2</p>

AFCARS Assessment Review Findings: Foster Care Elements
State: Michigan

Data Element/Requirements Checklist	Findings/Notes	Rating Factor
	<p>Also, the state's extraction code has been modified to account for children who are adopted and then re-enter foster care. If the child had been in a previous foster care episode prior to re-entering after adoption the date of first removal is set to the first removal for the child prior to adoption.</p> <p><i>Juvenile Justice:</i> The agency is incorrectly setting the date of the first removal episode. There are several issues to address. If the child had previously been in CSA foster care and had removals, these are not to be included by the local juvenile court agency. If the youth's first removal episode with juvenile justice began with a locked facility, the program code must check for the start date of the first foster care setting and use this date as the date of first removal date.</p>	
<p>19. Total Number of Removals from Home To Date</p> <p><u>Requirements</u> The number of times the child was removed from home, including the current removal.</p> <p><u>Checklist</u> The data collection system must include historical information prior to a conversion from a legacy system to a new information system.</p> <p>Removal episodes that are less than 24-hours are never included in the removal count.</p> <p>In instances where the child's only living arrangement is a hospital or detention (locked facility) at the time the title IV-B/IV-E agency obtains responsibility for placement and care, the program code is to exclude these records from the number of removal episodes.</p>	<p><u>Data Quality</u> <i>Frequency Report 2015A</i> (n=15,820): One record reported as zero.</p> <p><i>Case File Review Findings – CSA (n=51):</i> 4 (8%) of the records analyzed did not match what was reported in AFCARS. There are three error cases that the file indicated the child had a prior removal episode but it was not entered into the system (conversion). There was one error case in which the child had previously been in foster care in the State's system and adopted and this episode was not included in the number of episodes reported for this element.</p> <p><u>Program Code</u> The total number of removals is calculated as the number of adjusted removal dates found for the child in the AFCARS data table.</p> <p>The approach to identifying records that are removal episodes of 24 hours or less is not accurate, see GR5. Once the agency implements the method of identifying these records per the requirements in GR5, the program code will need to check this indicator to determine those cases that are for 24 hours or less.</p> <p>The program code must be modified to check the removal count as of the end of the report period being extracted.</p> <p>If a child had been in foster care is adopted and later re-enters foster care, the total number of removal episodes are to be reported. Per the agency's practice and policy, the re-entry into foster care from a "trial home visit" is reported as a new removal (the agency's responsibility for placement and care had not yet been dismissed by the court). The agency correctly increments the number of</p>	2

AFCARS Assessment Review Findings: Foster Care Elements
State: Michigan

Data Element/Requirements Checklist	Findings/Notes	Rating Factor
	<p>removals.</p> <p><i>Juvenile Justice Cases:</i> The agency is incorrectly counting the number of removal episodes. If the only placement while the child is in out-of-home is a locked/secure setting, these are not to be counted.</p> <p><u>Post Site Program Code Modifications</u> The extraction code was modified to account for children who are adopted and then re-enter foster care. The program code now includes removal episodes that occurred prior to the adoption in the number of removals.</p>	
<p>20. Date Child was Discharged from Last Foster Care Episode</p> <p><u>Requirements</u> For children with prior removals, enter the month, day and year they were discharged from care for the episode immediately prior to the current episode.</p> <p>For children with no prior removals, leave this field blank. If foster care element #19 is ≥ 2, then this field must not be blank.</p> <p>If this field is not blank, it must be a date prior to foster care element #21 (Date of Latest Removal From Home).</p> <p><u>Checklist</u> The date of discharge must reflect the date the agency no longer has care, placement, or supervision of the child.</p> <p>Must not include the date the child entered a "trial home visit." If a child re-enters care from a "trial home visit" that was for a non-specified period of time, and a discharge date is entered that equals six months from the date of placement, then that date must be entered for element #20.</p> <p>The data collection system must include historical information prior to a conversion from a legacy system (or paper files) to a new information system.</p> <p>If there was a prior removal episode that was 24-hours or less, and the child later re-enters foster care, the end date of the previous 24-hour</p>	<p><u>Data Quality</u> <i>Frequency Report 2015A</i> (n=15,820): There were 18,835 records reported as having one removal in FC19. FC20 has 14,524 records reported as blank.</p> <p><i>Case File Review Findings – CSA</i> (n=51): 3 (6%) of the records analyzed did not match what was reported in AFCARS.</p> <p><i>Case File Review Findings – JJ</i> (n=12): 2 (17%) of the records analyzed did not match what was reported in AFCARS. In one error case, the incorrect date from the prior episode was reported; the child returned to his home but this was not the date reported in the AFCARS file. In one error case the number of removals reported (correctly) was two but this element was blank.</p> <p><u>Program Code</u> The logic reads through the AFCARS data table until an episode is found with no discharge. The previous discharge date found is then selected. If no previous discharge is found the field is left blank.</p> <p>Per the agency's practice and policy, the re-entry into foster care from a "trial home visit" is reported as a new removal. In the test cases, the agency correctly reported this element to reflect the date the agency received a new court order.</p> <p>The approach to identifying records that are removal episodes of 24 hours or less is not accurate, see GR5. Once the agency implements the method of identifying these records per the requirements in GR5, the program code will need to check this indicator to determine those cases that are for 24 hours or less.</p> <p>If a child had been in foster care is adopted and later re-enters foster care, the date of the discharge from the prior episode (the one that ended in adoption) is reported for this</p>	2

AFCARS Assessment Review Findings: Foster Care Elements
State: Michigan

Data Element/Requirements Checklist	Findings/Notes	Rating Factor
<p>episode is not to be reported for this element.</p> <p>If the child's prior removal episode only contained a placement that was a hospital or detention (locked) facility, the end date of this episode is not to be reported for this element.</p>	<p>element.</p> <p><u>Post Site Program Code Modifications</u> The state's extraction code has been modified so that if a child has been adopted and re-enters foster care, the last discharge date is reported as the discharge date that ended in the adoption.</p> <p><u>Juvenile Justice Cases:</u> The agency is incorrectly reporting this element for those children whose prior episode only included a locked/secure setting. The code needs to check for a prior episode in which the child was in foster care and has a discharge date reported in FC56. See FC56/58 for additional findings.</p>	
<p>21. Date of Latest Removal from Home</p> <p><u>Requirements</u> Month, day and year the child was last removed from his/her home for the purpose of being placed in foster care.</p> <p><u>Checklist</u> This would be the date for the current episode or, if the child has exited foster care, the date of removal for the most recent removal.</p> <p>This must be the date of the current removal from home (not necessarily the date of case opening).</p> <p>This date must be equal to or prior to foster care element #23 (Date of Placement in Current Foster Care Setting).</p> <p>The system must include information prior to a conversion from a legacy system to a new information system.</p> <p>If a child is on runaway status at the time the IV-B/IV-E agency obtains responsibility for placement and care, the child is to be included in the AFCARS reporting population. If at the end of the report period the child is still on runaway status, the date of removal and placement date (foster care element #23) will be the same, element #41 will reflect "runaway," and the number of placements will be zero.</p> <p>If the child's only placement was a hospital stay or a detention (locked)</p>	<p><u>Screen:</u> Removal Records The agency's notes indicate the field used is the "Custody Removal Date."</p> <p><u>Data Quality</u> <i>Case File Review Findings – CSA (n=52):</i> 5 (10%) of the records analyzed did not match what was reported in AFCARS. There are three error cases that the child's first placement was a hospital and the date reported was the court order date and not the date the child was placed in a foster care setting. There is one error case that the child's first placement was a detention facility and the date reported was the court order date and not the date the child was placed in a foster care setting.</p> <p><i>Case File Review Findings – JJ (n=12):</i> 5 (42%) of the records analyzed did not match what was reported in AFCARS. In the error cases the date of removal was incorrect because the child was first located in a detention facility and this was the date reported to AFCARS.</p> <p>For cases that were open prior to MiSACWIS where the child was initially in a hospital, the agency needs to clean up the cases.</p> <p><u>Program Code</u> The extraction logic reads through the table of adjusted removal dates until it finds the last one. This is selected as the latest removal. If there is only one removal this field is the same as the first removal date.</p> <p>Per the agency's practice and policy, the re-entry into foster care from a "trial home visit" is reported as a new removal. In the test cases, the agency correctly reported this element to reflect the date the agency received a new court order.</p>	2

AFCARS Assessment Review Findings: Foster Care Elements
State: Michigan

Data Element/Requirements Checklist	Findings/Notes	Rating Factor
<p>facility, this is not a removal for AFCARS reporting purposes.</p> <p>If the child's first placement was a detention (locked) facility or a hospital and then the child enters a foster care setting within the scope of title IV-E, the date of removal is the start date of this placement.</p>	<p>If the child is on runaway status at the time the agency obtains responsibility for placement and care, or runs away before being placed in a foster care setting, report the date of removal as the custody date.</p> <p><u>Post Site Program Code Modifications</u> The state's extraction code was modified to report the date the agency receives custody of child whose is initially on runaway status.</p> <p><u>Juvenile Justice Cases:</u> If the removal began with a locked/secure setting, set the removal date to the date of the first foster care setting.</p>	
<p>22. Removal Transaction Date</p> <p><u>Requirements</u> A computer-generated date which accurately indicates the month, day and year the response to "Date of Latest Removal From Home" was entered into the information system.</p> <p><u>Checklist</u> This date must be a non-modifiable, computer-generated date that reflects when element #21 was first entered into system.</p>	<p><u>Program Code</u> The removal transaction date is set equal to the placement record creation timestamp of the placement record identified for the first removal's placement.</p>	4
<p>Placement Information</p>	<p><u>Screen</u> There is a field for "temporary breaks." The options include alternate care, AWOL, Detention, and Hospital. The temporary break currently can only last 15 days. The agency is in the process of modifying the field to allow a temporary placement to be for more than 15 days.</p>	
<p>23. Date of Placement in Current Foster Care Setting</p> <p><u>Requirements</u> Month, day and year the child moved into the current foster home, facility, residence, shelter, institution, etc. for purposes of continued foster care.</p> <p>The date must not change when there is a change in the status of the same placement setting (e.g., a foster home that becomes a pre-adoptive home) (CWPM, 1.2B.7, Question #1, #17, and #19).</p> <p>The agency must indicate the date the child was returned home while still in the agency's responsibility for placement and care (CWPM, 1.2B.7, Question #23).</p>	<p><u>Screen:</u> Placement Information/Placement Details There is a section Placement Information. There are fields for the start and end date.</p> <p><u>Data Quality</u> <i>Case File Review Findings – CSA (n=52):</i> 17 (33%) of the records analyzed did not match what was reported in AFCARS. In one error case the wrong date was reported. There was a second placement that was not reported. In 13 error cases, the date was wrong. It appears that if there is a change in status of the foster home and/or move from one "cottage" to another on the same campus the date changes. In the majority of these error cases, the placement count was correct. In two error cases, the date was incorrect because the child was placed with the non-custodial father. In one error case, the youth turned 18 prior to this report period, and FC59 indicated "does not apply." The date should have been the setting the child was in at the time he turned 18.</p>	2

AFCARS Assessment Review Findings: Foster Care Elements
State: Michigan

Data Element/Requirements Checklist	Findings/Notes	Rating Factor
<p>The agency must indicate the date the child ran away from a placement (CWPM, 1.2B.7, Question #23).</p> <p>If a child's only "placement" in the removal episode is as a "runaway," then the date of removal and placement date will be the same (CWPM, 1.2B.7, Question #24).</p> <p>In regard to institutions with several cottages on their campus, the agency is not to change the date when a child moves from one cottage to another. Only report a change in the date of placement if the site is at a different address (CWPM, 1.2B.7, Question #25).</p> <p><u>Checklist</u></p> <p>The system must have the capacity to include all living arrangements of the child from the time the child enters the title IV-E agency's responsibility for placement and care, including a placement where a payment is not made to the foster family or the a facility.</p>	<p><i>Case File Review Findings – JJ (n=12):</i> 5 (42%) of the records analyzed did not match what was reported in AFCARS. There were three cases in error because the date of removal was incorrect due to the initial placement being in a detention facility. One error case reflected the date the child was placed back home. This should have been reported as a discharge date. In one error case the child had additional placements after the one reported in the AFCARS file.</p> <p><u>Program Code</u></p> <p>The program code selects the most recent placement begin date from the placement setting and related living arrangement tables where the date is greater than or equal to the latest removal date and less than or equal to the report period end date.</p> <p>For those cases where the child is in the home of removal and the agency's responsibility for placement and custody ends, the program code reports the date the child was placed in the home of removal.</p> <p>If the child is on runaway status at the time the agency obtains responsibility for placement and care, or runs away before being placed in a foster care setting, report the date of placement as the custody date.</p> <p>The placement date must not change if the status changes.</p> <p>As discussed during the onsite review, if placement is a hospital that is more than 15 days, then the date the hospitalization began must be considered for this element.</p> <p>Also, see the program code findings for element 24 and 41. Verify that if at the end of the report period the child/youth is in detention, jail, or at the DHS training school the date that placement started is reported for this element. Another finding in FC24 relates to placements with a parent who is living outside of Michigan. The state team needs to review the program code logic and make corrections when this is not the parent from whom the child was removed from at the time of entering foster care. In this case, the child is no longer in the AFCARS reporting population. The date of the "placement" would not be reported in FC23 but instead would be reported as the discharge date, FC56.</p> <p>In the test deck results there were cases incorrectly reported with the living arrangement as "trial home visit, and there was a date of discharge (which was correct) and the date of placement was the same date (this is incorrect and should have been the start date of the placement the child was in prior to being discharged). A second issued identified is for</p>	

AFCARS Assessment Review Findings: Foster Care Elements
State: Michigan

Data Element/Requirements Checklist	Findings/Notes	Rating Factor
	<p>cases that had an outcome other than reunification (e.g. adoption or guardianship). The agency correctly reported the discharge date and reason but incorrectly reported the discharge date for FC23 instead of the date of the placement the child had been placed prior to the discharge</p> <p><u>Post Site Program Code Modifications</u> The state's extraction code was modified to report the date the agency receives custody of a child who is on runaway status at the time the agency obtains responsibility, or who run away prior to actual placement, as the placement date.</p> <p>Also, changes were made to calculate the beginning and end dates of a hospital stay and ignore the placement if the stay is less than 15 days.</p>	
<p>24. Number of Previous Placement Settings During this Removal Episode</p> <p><u>Requirements</u> Enter the number of places the child has lived, including the current setting, during the current removal episode.</p> <p>Placement occurs after removal and is the physical setting in which a child resides, that is, the resultant foster care setting. 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) (CWPM, 1.2B.7, Question #7).</p> <p>The number of placements must not include a change in status of the same placement setting (e.g., a foster home that becomes a pre-adoptive home) (CWPM, 1.2B.7, Question #1, #17, and #19).</p> <p>There are certain temporary living conditions that are not placements, but rather represent a temporary absence from the child's ongoing foster care placement. As such, the title IV-E agency must exclude the following temporary absences from the calculation of the number of previous placement settings for foster care element #24.</p> <ul style="list-style-type: none"> • Visitation with a sibling, relative, or other caretaker (e.g., pre-placement visits with a subsequent foster care provider or pre-adoptive parents) • Hospitalization for medical treatment, acute psychiatric episodes or diagnosis • Respite care 	<p><u>Data Quality</u> <i>Test Case Findings:</i> There were instances where the data reported for this element and FC23 were inconsistent. In general, the date changed but there was no increment in the number of placements; the dates were incorrect.</p> <p><i>Case File Review Findings – CSA (n=52):</i> 13 (25%) of the records analyzed did not match what was reported in AFCARS. In four error cases, there were more placements than what was reported. In nine error cases, there was fewer placements than what was reported. In one of these cases, the child was in the hospital for six days and it was included in the count. In two cases, the first setting of hospital and detention was included in the count. A couple of the errors may have been related to a change in status or moves on the same campus.</p> <p><i>Case File Review Findings – JJ (n=12):</i> 5 (42%) of the records analyzed did not match what was reported in AFCARS. There were three cases in error because the number of placements incorrectly included the initial placement being in a detention facility (the actual number was less than what was reported). In two error cases there were more placements than what was reported in the AFCARS file.</p> <p><u>Program Code</u> The program code calculates the number of placements by counting the distinct provider record numbers associated with the child's placements. The placement start date must be greater than or equal to the latest removal date and less than or equal to the report period end date. The logic excludes "AWOL," "detention," "jail," "DHS training school," "out of state parental" or "hospital." Detention, jail, and DHS training school are never to be excluded. Once the child/youth is in the AFCARS reporting population (GR1), then these setting are</p>	2

AFCARS Assessment Review Findings: Foster Care Elements
State: Michigan

Data Element/Requirements Checklist	Findings/Notes	Rating Factor
<ul style="list-style-type: none"> • Day or summer camps • Trial home visits • Runaway episodes (CWPM, 1.2B.7, Question #21) <p>The placement count must not include the return to the same foster care placement setting from a "trial home visit" (CWPM, 1.2B.7, Question #8, 9, 11, and 23).</p> <p>The placement count must not include return from runaway status and entry to the same placement setting (CWPM, 1.2B.7, Question #8, 9, 11, 23, and 24).</p> <p>If a child's only "placement" in the removal episode is as a "runaway," the placement count must be zero (CWPM, 1.2B.7, Question # 24).</p> <p>In regard to institutions with several cottages on their campus, the agency is not to count a move from one cottage to another. Only count the placement if the site is at a different address. (CWPM, 1.2B.7, Question #25).</p> <p><u>Checklist</u> This element is not to be initialized or defaulted to zero.</p> <p>The child's home that he/she was removed from is not included in the placement count.</p>	<p>included in the placement count. Also, if it is the placement as of the end of the report period, then the date (FC23) reported is the date the child/youth entered this setting and "institution" is reported in element 41. The state must correct the program code to include these options.</p> <p>As discussed during the onsite review, if the placement is a hospital that is more than 15 days, then the hospital stay must be included in the placement count.</p> <p>In regard to placements with a parent who is living outside of Michigan, if this is the parent from whom the child was removed then the logic is correct. The state team needs to review the program code logic and make corrections when this is not the parent from whom the child was removed from at the time of entering foster care. In this case, the child is no longer in the AFCARS reporting population.</p> <p>The agency incorrectly counts moves between one "cottage" to another on the same campus.</p> <p>If the only placement as of the end of the report period is "runaway," then the count is to be zero.</p> <p>In the test cases, the agency reported the correct date for a child who entered a locked juvenile justice facility. However, the number of placements did not reflect this move and element 41 was reported as blank. It should have been reported as "institution."</p> <p><u>Post Site Program Code Modifications</u> The extraction code was modified to include detention, jail, and DHS training school in the placement count. Also, changes were made regarding the providers "Pontiac Children Service," "Turning Point Youth Center" and "Wolverine Treatment Center. The programmer's note indicates "Updating the count of plcmnt's in the episode with '1' for the kids who are with one of the three providers in the current episode which we do not consider ('Pontiac Children Service', 'Turning Point Youth Center', 'Wolverine Secure Treatment Center')." It is not clear what this section of logic is doing; could the state team explain?</p> <p>The program code was modified to exclude placements in a hospital that are for 15 days or less in duration.</p> <p>Additionally, the program code checks if the placement count is zero. If the child's only living arrangement is a runaway status, the placement count is left as zero.</p>	

AFCARS Assessment Review Findings: Foster Care Elements
State: Michigan

Data Element/Requirements Checklist	Findings/Notes	Rating Factor
<p>25. Manner of Removal from Home for Current Removal Episode</p> <p>1 = Voluntary 2 = Court Ordered 3 = Not Yet Determined</p> <p><u>Requirements</u> Voluntary Placement Agreement—An official voluntary placement agreement has been executed between the caretaker and the agency. The placement remains voluntary even if a subsequent court order is issued to continue the child in foster care.</p> <p>Court Ordered—The court has issued an order which is the basis for the child's removal.</p> <p>Not Yet Determined—A voluntary placement agreement has not been signed or a court order has not been issued. This mostly will occur in very short-term cases. When either a voluntary placement agreement is signed or a court order is issued, the record should be updated to reflect the manner of removal at that time.</p>	<p><u>Screen:</u> Removal In order to remove a child from his/her home, the agency must have either a court order for removal or a voluntary placement agreement.</p> <p><u>Data Quality</u> <i>Frequency Report 2015A</i> (n=15,820): Voluntary = 85 (.54%); Court Ordered = 15,735 (99.46%); Not Yet Determined = 0; Not reported = 0</p> <p>There were eight cases noted as youth in the agency's YAVFC program that were in the case file sample. There were four error cases that should have a response of "voluntary" instead of "court ordered." In one case, the youth signed a voluntary agreement with another county for voluntary foster care while attending college.</p> <p><u>Program Code</u> If the child's "legal status code" is "51 non-ward" or "56 YAVFC," the manner of removal is mapped as "voluntary." Otherwise, it is mapped to "court ordered."</p>	4
<p>Actions or Conditions Associated With Child's Removal Requirements/Checklist</p> <p>0=Does not Apply 1=Applies</p> <p><u>Requirements</u> Indicate all elements #26-40 that apply with a 1. Indicate a zero for conditions that do not apply</p> <p>At least one of the foster care elements #26- 40 must have a value equal to 1 (Applies).</p> <p><u>Checklist</u> The system must have the capacity to report on all AFCARS values for elements #26 – 40.</p> <p>The system must report only those conditions that existed at the time of removal — it must not report any conditions that are found to exist after the child is removed.</p>	<p><u>Screen:</u> Removal Information There is a section Available Removal Reasons. The caseworker selects all that apply and adds them to the Selected Removal Reasons field. The list is alphabetical and is identical to the conditions in the AFCARS regulation.</p> <p>The State may want to consider adding conditions that reflect other reasons, or more detailed reasons, for why children are entering foster care. Also, the State may want to consider conditions that will reflect youth who left foster care at 18 and why they returned to foster care.</p> <p>There is a screen for recording caretaker risk factors. This list had sex trafficking and other items that seem like good reasons for the child as well and contributing reasons for why the child entered foster care. The agency needs to consider whether the program code checks this section and maps conditions to the appropriate AFCARS element.</p> <p><u>Data Quality</u> There were eight cases noted as youth in the agency's YAVFC program that were in the case file sample. There were four cases in which all of the elements 26-40, reason for removal, indicated "does not apply."</p>	

AFCARS Assessment Review Findings: Foster Care Elements
State: Michigan

Data Element/Requirements Checklist	Findings/Notes	Rating Factor
<p>Circumstances associated with removal must be checked for voluntary placements as well as court ordered placements.</p> <p>Where applicable, this information is to be converted from a legacy, or paper files, for open cases.</p> <p>Are there additional options on the screen that can/should be mapped to the AFCARS values?</p>	<p><u>Program Code</u> The extraction logic first creates temporary tables for each of the removal reasons. It then reads the placement removal reason table for all possible code values. For each one found, it loads the placement removal episode into the temporary table for that particular removal reason. The extraction code then reads through each of these temporary tables. If the placement episode id is not null the element is set to "applies." Otherwise, it is set to "does not apply."</p>	
<p>26. Physical Abuse (alleged/reported)</p> <p><u>Requirements</u> Alleged or substantiated physical abuse, injury or maltreatment of the child by a person responsible for the child's welfare.</p>	<p><u>Data Quality</u> <i>Case File Review Findings – CSA (n=52):</i> 5 (10%) of the records analyzed did not match what was reported in AFCARS. In four error cases, the response should have been "applies" instead of "does not apply."</p> <p>In one error case, the response should have been "does not apply" instead of "condition does apply."</p> <p><u>Program Code</u> If the placement removal reason code is "physical abuse" element #26 is set to "applies." Otherwise, it is set to "does not apply."</p>	3
<p>27. Sexual Abuse (alleged/reported)</p> <p><u>Requirements</u> Alleged or substantiated sexual abuse or exploitation of a child by a person who is responsible for the child's welfare.</p>	<p><u>Data Quality</u> <i>Case File Review Findings – CSA (n=52):</i> 3 (6%) of the records analyzed did not match what was reported in AFCARS. The responses should have been "applies" instead of "does not apply."</p> <p><u>Program Code</u> If the placement removal reason code is "sexual abuse" element #27 is set to "applies." Otherwise it is set to "does not apply."</p>	3
<p>28. Neglect (alleged/reported)</p> <p><u>Requirements</u> Alleged or substantiated negligent treatment or maltreatment, including failure to provide adequate food, clothing, shelter or care.</p> <p>Map mental/emotional abuse as "Neglect" (CWPM, 1.2B.3 Question #3).</p> <p><u>Checklist</u> Domestic violence should be mapped to this element.</p>	<p><u>Data Quality</u> <i>Case File Review Findings – CSA (n=52):</i> 3 (6%) of the records analyzed did not match what was reported in AFCARS. The responses should have been "applies" instead of "does not apply."</p> <p><u>Program Code</u> If the placement removal reason code is "neglect" element #28 is set to "applies." Otherwise it is set to "does not apply."</p>	3
<p>29. Alcohol Abuse (parent)</p> <p><u>Requirements</u></p>	<p><u>Data Quality</u> <i>Case File Review Findings – CSA (n=52):</i> 2 (4%) of the records analyzed did not match</p>	3

AFCARS Assessment Review Findings: Foster Care Elements
State: Michigan

Data Element/Requirements Checklist	Findings/Notes	Rating Factor
Principal caretaker's compulsive use of alcohol that is not of a temporary nature.	what was reported in AFCARS. The responses should have been "applies" instead of "does not apply." <u>Program Code</u> If the placement removal reason code is "alcohol abuse parent" element #29 is set to "applies." Otherwise it is set to "does not apply."	
30. Drug Abuse (parent) <u>Requirements</u> Principal caretaker's compulsive use of drugs that is not of a temporary nature. <u>Checklist</u> The system must be able to differentiate between drug abuse and alcohol abuse (i.e. cannot have simply "substance abuse").	<u>Data Quality</u> <i>Case File Review Findings – CSA (n=52):</i> 8 (15%) of the records analyzed did not match what was reported in AFCARS. The responses should have been "applies" instead of "does not apply." <u>Program Code</u> If the placement removal reason code is "drug abuse parent" element #30 is set to "applies." Otherwise it is set to "does not apply."	3
31. Alcohol Abuse (child) <u>Requirements</u> Child's compulsive use of or need for alcohol. This element should include infants addicted at birth. <u>Checklist</u> The system must be able to differentiate between drug abuse and alcohol abuse (i.e. cannot have simply "substance abuse"). This element also includes infants exposed in-utero to alcohol.	<u>Data Quality</u> <u>Program Code</u> If the placement removal reason code is "alcohol abuse child" element #31 is set to "applies." Otherwise it is set to "does not apply."	3
32. Drug Abuse (child) <u>Requirements</u> Child's compulsive use of or need for narcotics. This element should include infants addicted at birth. <u>Checklist</u> The system must be able to differentiate between drug abuse and alcohol abuse (i.e. cannot have simply "substance abuse"). This element also includes infants exposed in-utero to drugs.	<u>Data Quality</u> <i>Case File Review Findings – CSA (n=52):</i> 2 (4%) of the records analyzed did not match what was reported in AFCARS. The responses should have been "does not apply" instead of "apply." <i>Case File Review Findings – JJ (n=12):</i> 2 (17%) of the records analyzed did not match what was reported in AFCARS. The response should have been "applies" instead of "does not apply." <u>Program Code</u> If the placement removal reason code is "drug abuse child" element #32 is set to "applies." Otherwise it is set to "does not apply."	3
33. Child's Disability <u>Requirements</u>	<u>Data Quality</u>	3

AFCARS Assessment Review Findings: Foster Care Elements
State: Michigan

Data Element/Requirements Checklist	Findings/Notes	Rating Factor
<p>Clinical diagnosis by a qualified professional of one or more of the following: Mental retardation; emotional disturbance; specific learning disability; hearing, speech or sight impairment; physical disability; or other clinically diagnosed handicap.</p> <p>Include only if the disability(ies) was at least one of the factors which led to the child's removal.</p>	<p><u>Program Code</u> If the placement removal reason code is "child disability" element #33 is set to "applies." Otherwise it is set to "does not apply."</p>	
<p>34. Child's Behavior Problem</p> <p><u>Requirements</u> Behavior in the school and/or community that adversely affects socialization, learning, growth, and moral development. These may include adjudicated or nonadjudicated child behavior problems. This would include the child's running away from home or other placement.</p> <p><u>Checklist</u> Is this being used for children in foster care under a title IV-E agreement with juvenile justice?</p>	<p><u>Data Quality</u></p> <p><u>Program Code</u> If the placement removal reason code is "child behavioral problem" element #34 is set to "applies." Otherwise it is set to "does not apply."</p>	3
<p>35. Death of Parent(s)</p> <p><u>Requirements</u> Family stress or inability to care for child due to death of a parent or caretaker.</p> <p><u>Checklist</u> Is the date(s) of death included as the termination of parental rights dates, if applicable?</p>	<p><u>Data Quality</u> <i>Case File Review Findings – CSA (n=52):</i> 1 (2%) of the records analyzed did not match what was reported in AFCARS. The response should have been "applies" instead of "does not apply."</p> <p><u>Program Code</u> If the placement removal reason code is "death of parents" element #35 is set to "applies." Otherwise it is set to "does not apply."</p>	3
<p>36. Incarceration of Parent(s)</p> <p><u>Requirements</u> Temporary or permanent placement of a parent or caretaker in jail that adversely affects care for the child.</p>	<p><u>Data Quality</u> <i>Case File Review Findings – CSA (n=52):</i> 3 (6%) of the records analyzed did not match what was reported in AFCARS. The responses should have been "applies" instead of "does not apply."</p> <p><u>Program Code</u> If the placement removal reason code is "incarceration of parents" element #36 is set to "applies." Otherwise it is set to "does not apply."</p>	3
<p>37. Caretaker's Inability to Cope Due to Illness or Other Reason</p> <p><u>Requirements</u> Physical or emotional illness or disabling condition adversely affecting the caretaker's ability to care for the child.</p>	<p><u>Data Quality</u> <i>Case File Review Findings – CSA (n=52):</i> 3 (6%) of the records analyzed did not match what was reported in AFCARS. The responses should have been "applies" instead of "does not apply."</p>	3

AFCARS Assessment Review Findings: Foster Care Elements
State: Michigan

Data Element/Requirements Checklist	Findings/Notes	Rating Factor
<p><u>Checklist</u> Can be marked "applies" if none of the other conditions apply.</p>	<p><u>Program Code</u> If the placement removal reason code is "caretaker's inability to cope," element #37 is set to "applies." Otherwise it is set to "does not apply."</p>	
<p>38. Abandonment <u>Requirements</u> Child was left alone or with others; caretaker did not return or make whereabouts known.</p>	<p><u>Data Quality</u> <i>Test Cases:</i> Safe Haven infant was incorrectly reported for this element.</p> <p><i>Case File Review Findings – CSA (n=52):</i> 2 (4%) of the records analyzed did not match what was reported in AFCARS. The responses should have been "applies" instead of "does not apply."</p> <p><u>Program Code</u> If the placement removal reason code is "abandonment" element #38 is set to "applies." Otherwise it is set to "does not apply."</p>	3
<p>39. Relinquishment <u>Requirements</u> In writing, assigned the physical and legal custody of the child to the agency for the purpose of having the child adopted.</p> <p><u>Checklist</u> If the agency operates a Safe Haven program indicate "applies" for this element for those infants/children entering under the Safe Haven program.</p>	<p><u>Data Quality</u> <i>Test Cases:</i> Safe Haven infant was incorrectly reported for this element. Staff indicate they only recognize infants 72 hours or less in age as Safe Haven infants.</p> <p><u>Program Code</u> If the placement removal reason code is "relinquishment" element #39 is set to "applies." Otherwise it is set to "does not apply."</p>	3
<p>40. Inadequate Housing <u>Requirements</u> Housing facilities were substandard, overcrowded, unsafe or otherwise inadequate resulting in their not being appropriate for the parents and child to reside together. Also includes homelessness.</p>	<p><u>Data Quality</u> <i>Case File Review Findings – CSA (n=52):</i> 9 (17%) of the records analyzed did not match what was reported in AFCARS. The responses should have been "applies" instead of "does not apply."</p> <p><u>Program Code</u> If the placement removal reason code is "inadequate housing" element #40 is set to "applies." Otherwise it is set to "does not apply."</p>	3
<p>41. Current Placement Setting</p> <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</p>	<p><u>Screen:</u> Placement Information/Placement Details</p> <p>There is a field Service Type with the options: blank, AWOL, Adoptive Home, Adult Foster Home, Child Care Institution, Child Care Institution - Unpaid, Court Treatment Facility, DHS Training School, Detention, Escape, Foster Home, Foster Home - Unpaid, Hospital, Independent Living, Legal Guardian, Mental Health Facility, Parental Home, Relative Caretaker, Runaway Services Facility, Treatment Foster Care, Unrelated Caregiver.</p> <p>The state team needs to provide the meaning of Adult Foster Home and Court Treatment Facility.</p>	2

AFCARS Assessment Review Findings: Foster Care Elements
State: Michigan

Data Element/Requirements Checklist	Findings/Notes	Rating Factor
<p>8 = Trial Home Visit</p> <p><u>Requirements</u> Pre-Adoptive Home—A home in which the family intends to adopt the child. The family may or may not be receiving a foster care payment or an adoption subsidy on behalf of the child.</p> <p>Foster Family Home (Relative)—A licensed or unlicensed home of the child's relatives regarded by the title IV-E agency as a foster care living arrangement for the child.</p> <p>Foster Family Home (Non-Relative)—A licensed foster family home regarded by the title IV-E agency as a foster care living arrangement.</p> <p>Group Home—A licensed or approved home providing 24-hour care for children in a small group setting that generally has from seven to twelve children.</p> <p>Institution—A child care facility operated by a public or private agency and providing 24-hour care and/or treatment for children who require separation from their own homes and group living experience. These facilities may include: child care institutions; residential treatment facilities; maternity homes; etc.</p> <p>Supervised Independent Living—An alternative transitional living arrangement where the child is under the supervision of the agency but without 24 hour adult supervision, is receiving financial support from the child welfare agency, and is in a setting which provides the opportunity for increased responsibility for self care.</p> <p>Runaway—The child has run away from the foster care setting.</p> <p>Trial Home Visit—The child has been in a foster care placement, but, under title IV-E agency supervision, has been returned to the principal caretaker for a limited and specified period of time. If a time period is not specified the child must be identified as having been returned home at the point at which the trial home visit exceeds six months (CWPM, 1.2B.7 Question #5, and 1.3, Question #11).</p>	<p>There is another field Living Arrangement with a drop-down option list. The state team indicated this is the field that is used. However, see the program code notes; options match what is above not this field.</p> <p>There is an area for "Additional Information." The options include: ICPC Placement, After-Hours Placement, Over 75 miles from the removal address, and information related to medical card/medical passport. There is a text field to address proximity to the child's school and efforts to keep the child at the same school.</p> <p>There is a screen listing all locations of the child while in the agency's care and placement responsibility.</p> <p><u>Data Quality</u> <i>Frequency Report 2015A</i> (n=15,820): Pre-Adoptive Home = 1,010 (6%); Foster Family Home (Relative) = 4,015 (25%); Foster Family Home (Non-Relative) = 4,915 (31%); Group Home = 119 (.75%); Institution = 1,944 (12%); Supervised Independent Living = 526 (3%); Runaway = 105 (.66%); Trial Home Visit = 2,997 (19%); Not reported = 158 (1%); Invalid value 0 = 31</p> <p><i>Case File Review Findings – CSA</i> (n=52): 6 (12%) of the records analyzed did not match what was reported in AFCARS. In one error case, the response should have been "pre-adoptive home" instead of "family foster home, relative." In two error case, the response should have been "family foster home, relative" instead of "family foster home, non-relative." In one error case the field was blank but the reviewer found the child's placement was "institution." In two error cases, the response should have been "Foster Family Home (Relative)" instead of "trial home visit."</p> <p><i>Case File Review Findings – JJ</i> (n=12): 2 (17%) of the records analyzed did not match what was reported in AFCARS. In the error cases the living arrangement reported was "trial home visit." It should have been "institution."</p> <p><u>Program Code</u> The extraction code maps the current placement setting from the child's living code in their provider data. A living code of "adoptive home" or "preadoptive home" is mapped to "pre-adoptive home." A living code of "licensed unlicensed rel home," "out of state unlicensed rel" or "out of state licensed rel" is mapped to "foster family home (relative)."</p>	

AFCARS Assessment Review Findings: Foster Care Elements
State: Michigan

Data Element/Requirements Checklist	Findings/Notes	Rating Factor
<p>Multi-service agencies should not be coded as "Institution;" the actual setting should be used (CWPM, 1.2B.7 Question #25).</p> <p>Foster homes are included whether or not they are licensed; this includes placement with relatives (CWPM, 1.2B.7 Question #15).</p> <p>If at the time the agency obtains responsibility for care and placement of the child, and the child is on runaway status and remains a runaway as of the end of the report period, then report "runaway" for this element (CWPM, 1.2B.7 Question #24).</p> <p><u>Checklist</u></p> <p>Relative placements are to be mapped to "foster family home (relative)" even if there is no payment.</p> <p>AFCARS definition of "relative" is those individuals related to the child by blood or marriage; or in the case of a child who had been adopted their legal family.</p> <p>The system must have the capacity to include all living arrangements of the child from the time the child enters the title IV-E agency's responsibility for placement and care, including a placement where a payment is not made to the foster family or the a facility.</p> <p>The extraction code must select records of children in a non-paid placement.</p>	<p>A living code of "licensed unrel foster home," "unrelated caregiver," "out of state foster home," or "out of state pa" is mapped to "foster family home (non-relative)." The value "emergency shelterhome" and the total capacity value is less than 7 is mapped to "foster family home (non-relative)." Clarify that there are foster parents associated with this setting as well.</p> <p>A living code of "emergency shelter home," "private agency fc" or "child caring institution" where the total capacity is between 7 and 12 is mapped to "group home."</p> <p>A code of "emergency shelter home" or "child caring institution" where the total capacity is greater than 12 is mapped to "institution." Also a code of "community justice," "dhs training school," "mental health facility," "court treatment facility," "boarding school," "runaway service facility," "hospital" or "adult foster home" is mapped to "institution." The agency needs to define "community justice." The program code does not check for "jail," or "detention."</p> <p>A code of "independent living," "rental home apartment," "college dormitory" or "friend partner" is mapped to "supervised independent living."</p> <p>A living code of "AWOL" is mapped to "runaway." The option "escape" is not included.</p> <p>A code of "parental home," "out of state parental," "legal guardian," "terminated parental home" or "juv grd home" is mapped to "trial home visit." Additionally, see GR1 and the outcome section below regarding the values "out of state parental," "legal guardian," "terminated parental home" and "juv grd home."</p> <p>There is no logic to determine the start and end dates of a hospitalization. If the hospitalization is more than 15 days, then the program code must consider it for placement.</p> <p><i>Juvenile Justice Cases</i></p> <p>When a youth returns home, this is to be reported as a discharge date not a placement. These are not considered a "trial home visit" for this population.</p> <p><u>Post Site Program Code Modifications</u></p> <p>The extraction code was modified to add additional living arrangement values not previously addressed. The agency added "private agency" and mapped it to "foster family home (non-relative). The state team needs to provide a definition/use of this value.</p>	

AFCARS Assessment Review Findings: Foster Care Elements
State: Michigan

Data Element/Requirements Checklist	Findings/Notes	Rating Factor
	<p>The agency added "out-state CCI" (Child Care Institution?) and mapped it to "institution."</p> <p>The values out of state parental," "legal guardian," "terminated parental home" or "juv grd home" are still mapped to "trial home visit."</p> <p>Also, changes were made to calculate the beginning and end dates of a hospital stay and ignore the placement if the stay is 15 days or less.</p>	
<p>42. Is Current Placement Setting Outside of the State or Tribal Service Area? 1 = yes 2 = no</p> <p><u>Requirements</u> "Yes" indicates that the current placement setting is located outside of the State or the Tribal service area of the Tribal title IV-E agency making the report.</p> <p>"No" indicates that the child continues to reside within the State or the Tribal service area of the Tribal title IV-E agency making the report.</p> <p>Note: Only the title IV-E agency with placement and care responsibility for the child should include the child in this reporting system.</p>	<p><u>Data Quality</u> <i>Frequency Report 2015A</i>: 99% of the cases are in-state.</p> <p><u>Program Code</u> The current placement setting is "yes" when the state's values are "outofstateparental," "outofstatelicensedrel," "outofstateunlicensedrel" or "outofstatefosterhome," If it is none of these, the element is mapped to "no."</p> <p>If the value "out of state-parental" is not the parent the child was removed from, then the program code should not consider it for this element. In this instance, the child would be reported as discharged from the AFCARS population (FC56 and 58).</p>	<p>4 3</p>
<p>43. Most Recent Case Plan Goal</p> <p>1 = Reunify with Parent(s) or Principal caretaker(s) 2 = Live with Other Relative(s) 3 = Adoption 4 = Long-term Foster Care 5 = Emancipation 6 = Guardianship 7 = Case Plan Goal Not Yet Established</p> <p><u>Requirements</u> Indicate the most recent case plan goal for the child based on the latest review of the child's case plan - whether a court review or an administrative review. If the child has been in care less than six months, enter the goal in the case record as determined by the caseworker.</p>	<p><u>Screen</u>: Case/Workload/Permanency Goals In the section Permanency Goal there are fields for Permanency Goal, Goal Established Date, Anticipated Achievement Date, and Achieved Date.</p> <p>The options in the drop-down list for goal are: [blank], Reunification, Adoption, Guardianship, Placement with Fit and Willing Relative, APPLA, and APPLA-E. There also is a field to identify the permanent family with a link to the person. The staff enter "guardianship" when the goal is for a relative to obtain guardianship.</p> <p>In the next section, Compelling Reasons, there is a text field to address choosing placement with a fit and willing relative, APPLA, or APPLA-E. The state team indicated during the onsite review that they will be discontinuing the use of APPLA and APPLA-E.</p> <p>Next there is a section for Concurrent Permanency Goal.</p> <p>There is a screen that shows the history of the goals.</p>	<p>2</p>

AFCARS Assessment Review Findings: Foster Care Elements
State: Michigan

Data Element/Requirements Checklist	Findings/Notes	Rating Factor
<p>Reunify With Parents or Principal Caretaker(s) - The goal is to keep the child in foster care for a limited time to enable the agency to work with the family with whom the child had been living prior to entering foster care in order to reestablish a stable family environment.</p> <p>Live With Other Relatives - The goal is to have the child live permanently with a relative or relatives other than the ones from whom the child was removed. This could include guardianship by a relative(s).</p> <p>Adoption - The goal is to facilitate the child's adoption by relatives, foster parents or other unrelated individuals.</p> <p>Long-term Foster Care - Because of specific factors or conditions, it is not appropriate or possible to return the child home or place her or him for adoption, and the goal is to maintain the child in a long-term foster care placement.</p> <p>Emancipation - Because of specific factors or conditions, it is not appropriate or possible to return the child home, have a child live permanently with a relative or have the child be adopted; therefore, the goal is to maintain the child in a foster care setting until the child reaches the age of majority.</p> <p>Guardianship - The goal is to facilitate the child's placement with an agency or unrelated caretaker, with whom he or she was not living prior to entering foster care, and whom a court of competent jurisdiction has designated as legal guardian.</p> <p>Case Plan Goal Not Yet Established - No case plan goal has yet been established other than the care and protection of the child.</p> <p><u>Checklist</u> The program code should not default all missing information to "not yet established."</p> <p>A case plan goal is to be established within 60 days of a child entering foster care. If the child has been in care for 60 or more days, and a goal has not been entered into the system, then the extraction code is to set this element to blank. If it is less than 60 days and no goal has been entered, the program code can set this element to "case plan goal not yet</p>	<p><u>Data Quality</u> <i>Frequency Report 2015A</i> (n=15,820): Reunify = 3,396 (21%); Live With Other Relative(s) = 60 (.38%); Adoption = 1,935 (12%); Long-Term Foster Care = 98 (.62%); Emancipation = 327 (2%); Guardianship = 24 (.15%); Case Plan Goal Not Yet Established = 9,980 (63%); Not reported = 0</p> <p><i>Case File Review Findings – CSA (n=52)</i>: 30 (58%) of the records analyzed did not match what was reported in AFCARS. In 29 error cases the response was "not yet established." In each case the child had been in foster care more than 60 days. In a couple of cases the child had been in care for 2.5 years and in one case the child had been in foster care since 2009.</p> <p><i>Case File Review Findings – JJ (n=12)</i>: 8 (67%) of the records analyzed did not match what was reported in AFCARS. In one error case the response should have been "live with other relative(s)" instead of "reunification." In seven error cases the response reported was "not yet established." In each case, the response should have been "reunification."</p> <p>There were eight cases noted as youth in the agency's YAVFC program that were in the case file sample. There were six errors for the current case plan goal. In five of the error cases the response should have been "emancipation" instead of "not yet established." In the other error case the response should have been "emancipation" instead of "long-term foster care."</p> <p><u>Program Code</u> The agency's goals are mapped correctly to the AFCARS goals. "APPLA" is mapped to "long term foster care" and "APPLA-E" is mapped to "emancipation." There will need to be a change to the extraction logic once the agency stops using these two goal options. The code will need to also check whether the child/youth has a permanent connection.</p> <p>In regard to the goal of guardianship, the program code must be modified to distinguish between relative and non-relatives. When the goal is for a relative to obtain guardianship, this is to be mapped to "live with relative." Only individuals who are not related to the child by blood or marriage who the agency is planning for them to obtain guardianship are mapped to the AFCARS of "guardianship."</p> <p>If one of the case plan goals is not found, or the field is blank, this element is set to "case plan goal not yet established." There is no logic to assess how long the child has been in</p>	

AFCARS Assessment Review Findings: Foster Care Elements
State: Michigan

Data Element/Requirements Checklist	Findings/Notes	Rating Factor
<p>established.”</p> <p>The planned goal of a child to be returned/placed with a non-custodial parent is to be mapped to “reunification.”</p> <p>If the youth will be in foster care until the age of 18 and no other goal is currently applicable, and the youth has a permanent connection with an adult, use the goal “emancipation.” If there is no adult with a permanent connection to the child, use “long-term foster care.”</p>	<p>foster care. If there is no goal entered into the system, the program code must be modified to determine if the child has been in care for less than 60 days (date of removal + 59 days). If the amount of time is greater than 60 days, this element is to be set to blank.</p>	
<p>Principal Caretaker(s) Information</p> <p><u>Requirements</u> Provide information on the person(s) from whom the child was removed.</p> <p><u>Checklist</u> This may include biological parents, grandparents, other family members, legal parents, or others.</p>	<p><u>Screen: Removal Screens</u> There is a section on this screen “Child Removal from Home Information.” The fields include Primary Caretaker with a corresponding field relationship that is brought forward from elsewhere in the system, Secondary Caretaker (with relationship field), and Caretaker Structure.</p> <p><u>Program Code</u> The caretaker data is selected from the child’s case, case participant, removal, and caretaker structure tables.</p> <p>There were eight cases noted as youth in the agency’s YAVFC program that were in the case file sample. For four of the cases, the response for “caretaker family structure” (element 44) was reported as “unable to determine.” The response should have been either “single male” or “single female.” Additionally, a year of birth should have been reported in FC45.</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><u>Requirements</u> Select the category which best describes the type of adult caretaker(s) from whom the child was removed for the current foster care episode. Enter “Unable to Determine” if the child has been abandoned or the child’s caretakers are otherwise unknown</p> <p>If a child’s principal caretakers are a same sex couple, how is the</p>	<p><u>Screen: Removal Screens</u> The options for the field “caretaker structure” are: Married couple, Single Female, Single Male, Unable to Determine, and Unmarried Couple.</p> <p>The agency needs to consider changing the language and replacing the option “unable to determine” to reflect the reason the information is not known.</p> <p><u>Data Quality</u> <i>Frequency Report 2015A</i> (n=15,820): Married Couple = 2,273 (14%); Unmarried Couple = 2,326 (15%); Single Female = 9,720 (61%); Single Male = 1,154 (7%); Unable to Determine = 328 (2%); Not reported = 0</p> <p><i>Case File Review Findings – CSA</i> (n=52): 3 (6%) of the records analyzed did not match what was reported in AFCARS. In the error cases the response should have been “unmarried couple” instead of “single female.”</p>	4

AFCARS Assessment Review Findings: Foster Care Elements
State: Michigan

Data Element/Requirements Checklist	Findings/Notes	Rating Factor
<p>information entered into the system?</p> <p>For AFCARS reporting, indicate the couple's family structure as either an unmarried or married couple depending on State law (CWPM, 1.2B.8 Question #3).</p> <p><u>Checklist</u> "Separated" must be mapped to "married."</p>	<p><u>Program Code</u> The program code maps the agency's values to the correct AFCARS value. If no information is found or another value, this element is set to blank.</p>	
<p>45. Year of Birth (1st Principal Caretaker)</p> <p><u>Requirements</u> Enter the year of birth.</p> <p>If the response to foster care element #44, Caretaker Family Structure, was 1 or 2, enter data for two caretakers.</p> <p>If the response to element #44 was 3 or 4, enter data only for the first caretaker.</p> <p>If the exact year of birth is unknown, enter an estimated year of birth.</p> <p><u>Checklist</u> Are there edit checks in the system to ensure that the year of birth is prior to the child's year of birth?</p> <p>Are there edits to check if the parent is at least between 10 and 12 years of age?</p> <p>There should not be a default year used by the extraction code (e.g., 1900), the system, or in instructions to users.</p> <p>There should not be a default year entered into the system for an unknown parent.</p> <p>Are there edit checks, in either the system or the extraction code, that check for caretakers that are more than 80 years old and notify the worker to confirm if the age is accurate?</p> <p>Do the number of records reported in element #44 as a married or</p>	<p><u>Screen</u>: Removal Screens/Demographics screen The screen field defaults to 1901. The field must not default to a value or the program code must set the default value to blank.</p> <p><u>Data Quality</u> <i>Frequency Report 2015A</i> (n=15,820): There are 37 records of caretakers under the age of 10 reported. There are three records with a year of birth of 1902. In the 2015B file, there were two records with the year of birth of 1901. There are 71 records with a year of birth between 2005 and 2013.</p> <p><i>Case File Review Findings – CSA</i> (n=52): 1 (2%) of the records analyzed did not match what was reported in AFCARS. A wrong year was reported.</p> <p><i>Case File Review Findings – JJ</i> (n=12): 3 (25%) of the records analyzed did not match what was reported in AFCARS. In the error cases the wrong year was reported.</p> <p><u>Program Code</u> The year of birth of the first principal caretaker is selected from the person identified as the principal caretaker on the removal episode record.</p> <p><u>Post Site Program Code Modifications</u> The program code now checks for a year of birth that is greater than 1/1/1901 in order to address the finding regarding a default year. The element is rated a 3 and the federal team will continue to review the data.</p>	<p style="text-align: center;">2 3</p>

AFCARS Assessment Review Findings: Foster Care Elements
State: Michigan

Data Element/Requirements Checklist	Findings/Notes	Rating Factor
<p>unmarried couple, single male and single female equal the number of records with a reported year of birth in element #45?</p> <p>46. Year of Birth (2nd Principal Caretaker - if applicable)</p> <p><u>Requirements</u> Enter the year of birth if the response to element #44 was a 1 or 2. If the exact year of birth is unknown, enter an estimated year of birth.</p> <p><u>Checklist</u> Are there edit checks in the system to ensure that the year of birth is prior to the child's year of birth? Are there edits to check if the parent is at least between 10 and 12 years of age? There should not be a default year used by the extraction code (e.g., 1900), the system, or in instructions to users. There should not be a default year entered into the system for an unknown parent. Are there edit checks, in either the system or the extraction code, that check for caretakers that are more than 80 years old and notify the worker to confirm if the age is accurate? Do the number of records reported in element #44 as a married or unmarried couple equal the number of records with a year of birth reported in element #46?</p>	<p><u>Screen:</u> The screen field defaults to 1901.</p> <p><u>Data Quality</u> <i>Frequency Report 2015A</i> (n=15,820): There are 11 records with a year reflecting under the age of 10. There are 21 records with a year of birth between 2005 and 2012 in the 2015B file. <i>Case File Review Findings – CSA</i> (n=52): 3 (6%) of the records analyzed did not match what was reported in AFCARS. In the error cases, the field was reported blank but reviewer found a year of birth. <i>Case File Review Findings – JJ</i> (n=12): 1 (8%) of the records analyzed did not match what was reported in AFCARS. A wrong year was reported.</p> <p><u>Program Code</u> The year of birth of the second caretaker is selected from the person identified as the secondary caretaker on the removal episode record.</p> <p><u>Post Site Program Code Modifications</u> The program code now checks for a year of birth that is greater than 1/1/1901 in order to address the finding regarding a default year. The element is rated a 3 and the federal team will continue to review the data.</p>	<p>2 3</p>
<p>47. Date of Mother's Parental Rights Termination (if applicable)</p> <p><u>Requirements</u> Enter the month, day and year that the court terminated the mother's parental rights. If the mother is known to be deceased, enter the date of death.</p> <p><u>Checklist</u> If the parent was the legal mother as a result of having adopted the child, the legal mother's TPR date is to be reported.</p>	<p><u>Screen:</u> Court There are fields for the date the order is signed (which is in red) and the date the agency received the court order.</p> <p>Fields: Parent 1 and Parent 2. These are drop-down list of the individuals entered into the system as the child's parents. The agency indicated there is no set "rule" of whether mom is always selected as Parent 1; could be either.</p> <p><u>Data Quality</u> <i>Case File Review Findings – CSA</i> (n=52): 3 (6%) of the records analyzed did not match what was reported in AFCARS. The fields were blank but the reviewer found a TPR</p>	<p>2 3</p>

AFCARS Assessment Review Findings: Foster Care Elements
State: Michigan

Data Element/Requirements Checklist	Findings/Notes	Rating Factor
<p>TPRs that occurred prior to an agency's conversion to a new system must be included.</p> <p>If the child's outcome/discharge from foster care is adoption, there must be a TPR date.</p> <p>If the adoptive (legal) parents are two men, for AFCARS reporting purposes extract one of the dates for this element.</p>	<p>date. In one error case, the date reported was one that was after the report period.</p> <p><u>Program Code</u> The program code first checks the field related to the termination date. If a date is entered it is used for this element. If there is no date in this field, the logic checks the field for the signed release date. If a date is entered, it will be reported for this element. The code will check the parent's gender field and if the parent is a female, her TPR date is reported.</p> <p>The program code must modify to report TPR dates of same sex couples.</p> <p><u>Post Site Program Code Modifications</u> The state's extraction code for this field has been extensively revised to make the selection independent of gender. Also, logic was added to account for situations where there is a TPR date but no related person number.</p>	
<p>48. Date of Legal or Putative Father's Parental Rights Termination (if applicable)</p> <p><u>Requirements</u> Enter the month, day and year that the court terminated the father's parental rights. If the father is known to be deceased, enter the date of death.</p> <p>Legal or most recent putative father's TPR date (i.e. the last impediment to freeing the child) must be used (CWPM, 1.2B.8, Question #2).</p> <p><u>Checklist</u> If the child's outcome/discharge from foster care is adoption, there must be a TPR date. TPRs that occurred prior to an agency's conversion to a new system must be included.</p> <p>If the parent was the legal father as a result of having adopted the child, the legal father's TPR date is to be reported.</p> <p>If the adoptive (legal) parents are two women, for AFCARS reporting purposes extract one of the dates for this element.</p>	<p><u>Screen:</u> Court If there is an "unknown" father the agency publishes a notice. If there is no response, the court documents that no father responded. The courts do not terminate parental rights on unknown fathers.</p> <p><u>Data Quality</u> <i>Test Cases:</i> In the case of the Safe Haven Infant (Rudolph) the agency did not report a TPR date for the father.</p> <p><i>Case File Review Findings – CSA (n=52):</i> 1 (2%) of the records analyzed did not match what was reported in AFCARS. In the error case, the date reported was one that was after the report period.</p> <p><u>Program Code</u> The program code first checks the field related to the termination date. If a date is entered it is used for this element. If there is no date in this field, the logic checks the field for the signed release date. If a date is entered, it will be reported for this element. The code will check the parent's gender field and if the parent is a male, his TPR date is reported. The program code must be modified to report TPR dates of same sex couples.</p> <p><u>Post Site Program Code Modifications</u> The state's extraction code for father's TPR date has been extensively revised to make the selection independent of gender. Also, logic was added to account for situations where there is a TPR date but no related person number.</p>	<p>2 3</p>

AFCARS Assessment Review Findings: Foster Care Elements
State: Michigan

Data Element/Requirements Checklist	Findings/Notes	Rating Factor
<p>Foster Family Home - Parent(s) Data</p> <p><u>Checklist</u> The system must have the capacity to report elements #49- 55 if the child is in a foster home of a private provider (contracted provider).</p> <p>Does the title IV-E agency's case management or tracking system use the same screen for the collection of the foster care provider's demographic information that is used for the person information related to the child and other family members?</p>	<p><u>Screen:</u> Provider/Workload/Provider Summary > Members/Person Demographics</p> <p><u>Program Code</u> The program code extracts the foster home information from the living arrangement, relation type, relation type history, primary and secondary provider tables. The logic used the related individual characteristics tables related to the current placement where the relation code is "primary provider" and "secondary provider."</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><u>Requirements</u> Select the category which best describes the nature of the foster parents with whom the child is living in the current foster care episode.</p> <p>If foster care element #41 (current placement setting) has a value = 4, 5, 6, 7 or 8 (indicating that the child is not in a foster family or pre-adoptive home), foster care element #49 must be 0, not applicable.</p> <p><u>Checklist</u> Does the total number of records reported for a family structure equal the number of records with a response of 1, 2 or 3 in element #41? Are the number of records reported with a value of "not applicable" equal to the number of records reported in element #41 for the values 4 – 8?</p>	<p><u>Screen:</u> Provider Home Information/Member Demographics</p> <p><u>Data Quality</u> <i>Frequency Report 2015A</i> (n=15,820): Not applicable = 6,139 (39%); Married Couple = 4,475 (28%); Unmarried Couple = 396 (3%); Single Female = 4,611 (29%); Single Male = 199 (1%); Not reported = 0 Number of records reported in FC41 as non-foster home settings = 5,691.</p> <p><i>Frequency Report 2015B</i> (n=15348): Not applicable = 2,323; Married Couple = 6,288 (41%); Unmarried Couple = 554 (4%); Single Female = 5,375 (35%); Single Male = 278 (2%); Not reported = 530 (3.5%) The number of records reported in FC41 for non-foster home settings is 2, 284. There were 280 records reported as blank.</p> <p><i>Case File Review Findings – CSA</i> (n=52): 9 (17%) of the records analyzed did not match what was reported in AFCARS.</p> <p><u>Program Code</u> If either the "first caretaker status code" or the "second caretaker status code" is "married," "legally separated" or "separated," the foster family structure is "married couple." If either status code is "unmarried couple" or "living together partner" the family structure is "unmarried couple." When either status code is "divorced," "single," or "widowed" the caretaker's gender code is checked. If either gender is "female" the family structure is "single female" and if "male" it is "single male."</p>	<p>2 3</p>

AFCARS Assessment Review Findings: Foster Care Elements
State: Michigan

Data Element/Requirements Checklist	Findings/Notes	Rating Factor
	<p>If it is none of these are selected/entered, the structure is "not applicable." While the approach is not completely inaccurate, it could cause missing information to be reported as "not applicable." See the frequency findings. Modify the program code to first check the living arrangement, and if the child is in a non-foster home setting, then this element is to be set to "not applicable." Otherwise, if no information is entered on the foster parent's marital status, this element is to be mapped to blank not "not applicable."</p> <p><u>Post Site Program Code Modifications</u> The program code was modified and the logic to set this element to "not applicable" if no marital structure is found was removed. Logic was added at the end of the section to check if the response in FC41 is one of the AFCARS values 4 through 8. If so, then this element is set to "not applicable." Assume that if these two steps do not produce a value, the element will be blank. As noted in the frequency report for 2015B data, there are now records missing information. There still is a data inconsistency between this element and FC41. It may be due to issues that still need to be corrected in FC41. This element is rated a "3" and will be reassessed during the improvement plan phase.</p>	
<p>50. Year of Birth (1st Foster Caretaker)</p> <p><u>Requirements</u> Enter the year of birth.</p> <p>If the response to element #49 was 3 or 4, enter data only for the first foster caretaker. If the exact year of birth is unknown, enter an estimated year of birth.</p> <p>If foster care element #41 (current placement setting) has a value = 4, 5, 6, 7 or 8 (indicating that the child is not in a foster family or pre-adoptive home), foster care element #50 should be blank.</p> <p><u>Checklist</u> Do the number of records reported in element #49 as a married or unmarried couple, single male and single female equal the number of records with a reported year of birth in element #50?</p> <p>Are there system edits to verify the accuracy of the foster parent's date? For example, where the date of birth entered would result in the foster parent being younger than 18.</p>	<p><u>Screen:</u> Provider/Workload/Provider Summary > Members/Person Demographics The date field incorrectly defaults to 1901 if nothing was entered.</p> <p><u>Data Quality</u> <i>Frequency Report 2015A</i> (n=15,820): Three records with the year 1902. Two records with the year 2001 and four with the year 2014. There are records in the 2015B file as well that have the years 2001, 2014, and 2015.</p> <p><i>Case File Review Findings – CSA</i> (n=46): 2 (4%) of the records analyzed did not match what was reported in AFCARS. In the error cases, the field was reported as blank but there should have been a date. The information in FC49 was incorrect.</p> <p><u>Program Code</u> The year of birth is extracted from the date of birth of the primary provider associated with the child.</p> <p><u>Post Site Program Code Modifications</u> The program code now checks for a year of birth that is greater than 1/1/1901 in order to address the finding regarding a default year. The element is rated a 3 and the federal team will continue to review the data.</p>	<p>2 3</p>
<p>51. Year of Birth (2nd Foster Caretaker)</p>	<p><u>Screen:</u> Provider/Workload/Provider Summary > Members/Person Demographics The date field incorrectly defaults to 1901 if nothing was entered.</p>	<p>2 3</p>

AFCARS Assessment Review Findings: Foster Care Elements
State: Michigan

Data Element/Requirements Checklist	Findings/Notes	Rating Factor
<p><u>Requirements</u> Enter the year of birth if the response to element #49 was a 1 or 2. If the exact year of birth is unknown, enter an estimated year of birth.</p> <p>If foster care element #41 (current placement setting) has a value = 4, 5, 6, 7 or 8 (indicating that the child is not in a foster family or pre-adoptive home), then foster care element #51 must be blank.</p> <p>Do the number of records reported in element #49 as a married or unmarried couple equal the number of records with a reported year of birth in element #51?</p> <p>Are there system edits to verify the accuracy of the foster parent's date? For example, when the date of birth entered would result in the foster parent being 18 or younger.</p>	<p><u>Data Quality</u> <i>Frequency Report 2015A</i> (n=15,820): Three records with the year 1901. Two records with the year 2001 and one with the year 2004. There are records in the 2015B file as well that have the years 2001 and 2004.</p> <p><i>Case File Review Findings – CSA</i> (n=48): 7 (15%) of the records analyzed did not match what was reported in AFCARS. In one error case, the wrong year was entered/reported.</p> <p>In six error cases, the field was blank but the reviewer found a year of birth.</p> <p><u>Program Code</u> The year of birth is extracted from the date of birth of the second provider associated with the child.</p> <p><u>Post Site Program Code Modifications</u> The program code now checks for a year of birth that is greater than 1/1/1901 in order to address the finding regarding a default year. The element is rated a 3 and the federal team will continue to review the data.</p>	
<p>52. Race of 1st Foster Caretaker</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><u>Requirements</u> Indicate the race for the first foster parent. See instructions and definitions for the race categories under element #8, child's race.</p> <p>Use "f. Unable to Determine" only when a foster parent is unwilling to identify his or her race.</p> <p>If foster care element #41 (Current Placement Setting) has a value = 4, 5, 6, 7 or 8 (indicating that the child is not in a foster family or pre-adoptive home), then the race categories are to be left blank.</p>	<p><u>Screen</u>: Provider/Workload/Provider Summary > Members/Person Demographics</p> <p><u>Data Quality</u> <i>Frequency Report 2015A</i> (n=15,820): Not reported = 0 <i>Frequency Report 2015B</i> (n=15,348): Not reported = 4,060 The number of records reported in FC41 for non-foster home settings is 2, 284. There were 280 records reported as blank.</p> <p><i>Case File Review Findings – CSA</i> (n=43): 20 (47%) of the records analyzed did not match what was reported in AFCARS.</p> <p><i>Case File Review Findings – JJ</i> (n=12): All the records incorrectly indicated "no" for each category instead of being blank.</p> <p><u>Program Code</u> If the current placement setting is anything other than a foster home all race values are incorrectly set to zero. The program code must be modified to set these fields to blank when the child is not in a foster home.</p> <p>The extraction logic selects the first provider's demographic information.</p>	<p>2 3</p>

AFCARS Assessment Review Findings: Foster Care Elements
State: Michigan

Data Element/Requirements Checklist	Findings/Notes	Rating Factor
<p><u>Checklist</u> This field should not be initialized or defaulted to zero.</p>	<p>A code value of "American Indian Alaska Native" is mapped to "American Indian or Alaska Native." A value of "Asian" is mapped to "Asian." "Black African American" is mapped to "Black or African American." "Native Hawaiian Pacific Islander" is mapped to "Native Hawaiian or other Pacific Islander." "White" is mapped to "white." "Unable to determine" is mapped to "unable to determine."</p> <p>The program code is not checking the ancestry field and mapping applicable ethnicities to the appropriate race category if one is selected. Modify the program code to check the ancestry field for any race values that may have been selected and map the value to the appropriate race value in this element.</p> <p>There does not appear to be any provision for missing data. If race fields a – e are all "no," the extraction code incorrectly maps the element to "unable to determine."</p> <p><u>Post Site Program Code Modifications</u> The mapping for race is done for all individuals. The state's extraction logic has been modified to also check the ethnicity/ancestry values in determining race and is mapped correctly.</p> <p>Also, the program code was modified in the section that updates the foster parent demographics. If the living arrangement is other than a foster home (FC41 is a value of 4-8), then these fields are set to blank.</p>	
<p>53. Hispanic or Latino Ethnicity of 1st Foster Caretaker</p> <p>0 = Not Applicable 1 = Yes 2 = No 3 = Unable to Determine</p> <p><u>Requirements</u> Indicate the ethnicity for the first foster parent. See instructions and definitions under element #9, child's Hispanic or Latino Ethnicity.</p> <p>Use "Unable to Determine" only when a foster parent is unwilling to identify his or her ethnicity.</p> <p>If foster care element #41 (current placement setting) has a value = 4, 5, 6, 7 or 8 (indicating that the child is not in a foster family or pre-adoptive</p>	<p><u>Screen</u>: Provider/Workload/Provider Summary > Members/Person Demographics</p> <p><u>Data Quality</u> <i>Frequency Report 2015A</i> (n=15,820): Not applicable = 6,112 (39%); Yes = 1,049 (7%); No = 12,493 (79%); Unable to determine = 2,278 (14%); Not reported = 0 <i>Frequency Report 2015B</i> (n=15,348): Not applicable = 2,284 (15%); Yes = 201 (1%); No = 4,247 (28%); Unable to determine = 280 (2%); Not reported = 8,336 (54%) The number of records reported in FC41 for non-foster home settings is 2,284. There were 280 records reported as blank.</p> <p><i>Case File Review Findings – CSA (n=43)</i>: 22 (51%) of the records analyzed did not match what was reported in AFCARS. In 19 error cases, the response should have been "no" instead of "unable to determine."</p> <p>In three error cases, there should have been a response other than "not applicable" because FC49 was incorrect.</p>	<p>2 3</p>

AFCARS Assessment Review Findings: Foster Care Elements
State: Michigan

Data Element/Requirements Checklist	Findings/Notes	Rating Factor
<p>home), then this element must be "0."</p>	<p><u>Program Code</u> If the current placement setting is anything other than a foster home, this element is set to "not applicable."</p> <p>This information is extracted from the demographic data of the first provider.</p> <p>If it is "1," this element is mapped to "yes" and if it is "0" it is mapped to "no." If it is neither of these, the field is incorrectly mapped to "unable to determine" as a default.</p> <p><u>Post Site Program Code Modifications</u> The program code was modified to also include a check for the ethnicities Cuban, Hispanic, Latino, Mexican, and Puerto Rican.</p>	
<p>54. Race of 2nd Foster Caretaker (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><u>Requirements</u> Indicate the race for the second foster parent. See instructions and definitions for the race categories under element #8, child's race.</p> <p>Use "f. Unable to Determine" only when a foster parent is unwilling to identify his or her race.</p> <p>If at least one of the race categories "a-e" is selected (coded as 1) then "f" cannot also apply. A combination of a "1" in any category "a-e" and a "1" in "f" will result in an error. In addition, if all race categories "a-f" are all 0's, this will result in an error.</p> <p>If foster care element #41 (current placement setting) has a value = 4, 5, 6, 7 or 8 (indicating that the child is not in a foster family or pre-adoptive home), then the race categories must be blank.</p> <p><u>Checklist</u></p>	<p><u>Screen</u>: Provider/Workload/Provider Summary > Members/Person Demographics</p> <p><u>Data Quality</u> <i>Frequency Report 2015A</i> (n=15,820): Not reported = 0</p> <p><i>Frequency Report 2015B</i> (n=15,348): Not reported = 8,287 The number of records reported in FC41 for non-foster home settings is 2, 284. There were 280 records reported as blank. The number of records reported in FC49 as single foster parents is 5,653. There were 530 records reported as blank.</p> <p><i>Case File Review Findings – CSA</i> (n=43): 30 (70%) of the records analyzed did not match what was reported in AFCARS.</p> <p><i>Case File Review Findings – JJ</i> (n=12): All the records incorrectly indicated "no" for each category instead of being blank.</p> <p><u>Program Code</u> The program code selects the second provider's demographic information, if present.</p> <p>A code value of "American indian Alaska native" is mapped to "American Indian or Alaska Native." A value of "Asian" is mapped to "Asian." "Black African American" is mapped to "Black or African American." "Native Hawaiian Pacific is lander" is mapped to "Native Hawaiian or other Pacific Islander." "White" is mapped to "white." "Unable to determine" is mapped to "unable to determine."</p>	<p style="text-align: center;">2 3</p>

AFCARS Assessment Review Findings: Foster Care Elements
State: Michigan

Data Element/Requirements Checklist	Findings/Notes	Rating Factor
<p>This field should not be initialized or defaulted to zero.</p>	<p>The program code is not checking the ancestry field and mapping applicable ethnicities to the appropriate race category if one is selected. Modify the program code to check the ancestry field for any race values that may have been selected and map the value to the appropriate race value in this element.</p> <p>There does not appear to be any provision for missing data. If racial values a – e are all “no,” the extraction code incorrectly maps the element to “unable to determine.”</p> <p>If the current placement setting is anything other than a foster home all race values are set zero. The program code must be modified to set these fields to blank when the child is not in a foster home. Also, if the foster parent is single, then these fields are to be blank as well.</p> <p><u>Post Site Program Code Modifications</u> The mapping for race is done for all individuals. The notes in FC8 apply to this element. Also, the program code was modified in the section that updates the foster parent demographics. If the living arrangement is other than a foster home (FC41 is a value of 4-8), then these fields are set to blank.</p>	
<p>55. Hispanic or Latino Ethnicity of 2nd Foster Caretaker (if applicable)</p> <p>0 = Not Applicable 1 = Yes 2 = No 3 = Unable to Determine</p> <p><u>Requirements</u> Indicate the ethnicity for the second foster parent. See instructions and definitions under element #9, child’s Hispanic or Latino Ethnicity.</p> <p>Use “f. Unable to Determine” only when a foster parent is unwilling to identify his or her ethnicity.</p> <p>If foster care element #41 (Current Placement Setting) has a value = 4, 5, 6, 7 or 8 (indicating that the child is not in a foster family or pre-adoptive home), then this element must be “0.”</p> <p>If foster care element #49 is either “single male” or “single female,” then this element should be “not applicable.”</p>	<p><u>Screen:</u> Provider/Workload/Provider Summary > Members/Person Demographics</p> <p><u>Data Quality</u> <i>Frequency Report 2015A</i> (n=15,820): Not applicable = 9,722 (62%); Yes = 1,049 (7%); No = 12,493 (79%); Unable to determine = 2,278 (14%); Not reported = 0 <i>Frequency Report 2015B</i> (n=15,348): Not applicable = 2,284 (15%); Yes = 114 (1%); No = 2,341 (15%); Unable to determine = 181 (1%); Not reported = 10,438 (68%)</p> <p><i>Case File Review Findings – CSA (n=43):</i> 13 (30%) of the records analyzed did not match what was reported in AFCARS.</p> <p><u>Program Code</u> If the current placement setting is anything other than a foster home, this element is set to “not applicable.”</p> <p>This element is extracted from the demographic data of the second provider, if present.</p> <p>If it is “1,” this element is mapped to “yes” and if it is “0” it is mapped to “no.” If it is neither of these, the field is incorrectly mapped to “unable to determine” as a default.</p> <p>There is no logic to set this to “not applicable” if the foster parent is single.</p>	2

AFCARS Assessment Review Findings: Foster Care Elements
State: Michigan

Data Element/Requirements Checklist	Findings/Notes	Rating Factor
	<p><u>Post Site Program Code Modifications</u> The program code was modified to also include a check for the ethnicities Cuban, Hispanic, Latino, Mexican, and Puerto Rican. The program code was not modified to set this element to "not applicable" when the foster parent in single.</p>	
<p>Outcome Information</p> <p><u>Requirements</u> Enter data only for children who have exited foster care during the reporting period.</p> <p>For those title IV-E agencies that exercise the option to extend assistance to youth age 18 or older: > The AFCARS foster care removal episode does not end until the youth is no longer receiving a title IV-E foster care maintenance payment. These records are considered an open removal episode (45 CFR 1355.40, ACYF-CB-PI-10-11, and (CWPM, Section 1.3).</p> <p>A discharge represents that point in time when the child is no longer in foster care under the care and responsibility or supervision of the title IV-E agency. For AFCARS purposes, situations in which the title IV-E agency retains supervision of a child and the child returns home on a trial basis, for an unspecified period of time, are considered a discharge from foster care after a six month period (CWPM, 1.2B.3 Question #4, and 1.2B.7 Question #7).</p> <p>Children who are returned home (element #41, placement setting of "trial home visit") and the agency has not been dismissed of its responsibility for placement and care, are not considered discharged from the AFCARS reporting population (CWPM, Section 1.3).</p>	<p><u>Screen: Case/Workload > Court > Legal Status</u> There is a section Child Legal Status Details. There are fields for Legal Status Type, Effective Date, Legal Status, Does this Legal Status start a new custody episode - yes/no. Below these items are fields for Legal Status End Date, Legal Status End Reason (drop-down list), and Does Ending this Legal Status Terminate the Custody Episode - yes/no</p> <p>The options in the Legal Status End Reason list are: Adoption Confirmed, Married, Military Service, Age, Died, Petition Dismissed, Successful completion of probation/parole (JJ only), Jurisdiction waived to criminal court (JJ only), Consultation/Supervision complete - court ward (JJ only), Moved to another state, Negative response to treatment (JJ only), Interstate activity completed, Other, Placed with parent, Placed with relative, Placed with Guardian, and Case Closure.</p> <p>There is the possibility of data entry errors on this screen which will impact both the reporting population and the information on the outcome of foster care. It is not clear if the errors in foster care 23, date of placement, is linked to changes in legal status. Also, it is not clear if the options with the phrase "placed with" means that the agency does or does not have responsibility for placement and care. While there is a question regarding whether the end of the legal status terminates the custody episode, there seems to be the potential for error if this is not answered.</p> <p>Based on notes in the state's documentation the agency is incorrectly reporting children who are placed in a locked facility as discharged. See notes in FC56 for additional information.</p>	
<p>56. Date of Discharge from Foster Care</p> <p><u>Requirements</u> Enter the month, day and year the child was discharged from foster care. If the child has not been discharged from care, leave blank.</p> <p>If this foster care element is applicable, the date entered must be later than or equal to the Date of Last Removal From Home (foster care element #21).</p>	<p><u>Data Quality</u> <i>Frequency Report 2015A</i> (n=15,820): In FC56 there are 12,061 records with no discharge date. In FC58 there are 12,835 records reported as "not applicable." <i>Frequency Report 2015B</i> (n=15,348): There are 3,653 records reported with a discharge date. There are 11,695 records reported as blank.</p> <p><i>Case File Review Findings – CSA</i> (n=52): 3 (6%) of the records analyzed did not match what was reported in AFCARS.</p>	2

AFCARS Assessment Review Findings: Foster Care Elements
State: Michigan

Data Element/Requirements Checklist	Findings/Notes	Rating Factor
<p><u>Checklist</u></p> <p>If the agency claims, and the youth is eligible, title IV-E funds, is the discharge date equivalent to when the child is no longer eligible for title IV-E funds?</p> <p>If the agency does not claim title IV-E foster care maintenance payments on youth over the age of 18, these records are to be reported as discharged from the AFCARS foster care file on or before the 18th birthday.</p> <p>If this element is applicable, there must be a reason provided in element #58.</p> <p>The date should be equal to or prior to the last day of the report period.</p> <p>If the date is entered after the end of the report period, but before the agency extracts the data, it can be extracted and reported for the report period in which the discharge occurred. It must also be submitted in the report period the transaction date occurred.</p>	<p><i>Case File Review Findings – JJ (n=12): 3 (25%) of the records analyzed did not match what was reported in AFCARS. In two error cases the child was incorrectly reported as being on a “trial home visit” instead of discharged from foster care. In one error case the date the child returned home was not reported correctly.</i></p> <p>There were eight cases noted as youth in the agency’s YAVFC program that were in the case file sample. There was one youth who turned 18 in the report period and FC59 indicated “does not apply.” The youth should have been reported as of their 18th birthday if they were actually not receiving title IV-E. In another case, the youth turned 21 during the period and was correctly reported as discharged as of their 21st birthday. However, the discharge reason was incorrectly reported as “not applicable.” There was one other record where a date was reported in FC56 but FC58 indicated “not applicable.” There may be an issue with the extraction code in FC59 because the same issue was found in the test case results.</p> <p><u>Program Code</u></p> <p>The discharge date is set to the “custody end date” and then updated based on a number of conditions. If a court action discharge date is found, it will be used for this element. If “discharge for reason of adoption” is found then that date is used. If an administrative discharge is found, it is set to this element. The state team indicated that administrative discharges are special procedures for allowing workers to close cases that system edits otherwise prevent closing.</p> <p>If the child is in an “in-home” placement longer than 183 days and this date occurs before the end of the current report period, the discharge date is set equal to that date. This is incorrect. There should be no calculation of the number of days a child has been returned to the home of removal. As noted in FC5 the agency conducts all reviews of the case (periodic and permanency) in court and reviews are scheduled to occur every three months. As long as the agency has responsibility for placement and care, the case is to be reported as an open foster care case and remain in the AFCARS population. If a decision is made that the child has to re-enter foster care before responsibility for placement and care is dismissed, then this will be a new removal. See the findings for FC21.</p> <p>If the child is placed with one of the following providers, Pontiac Children Service,” “Turning Point Youth Center,” or “Wolverine Treatment Center,” then the discharge date is set to the date of the current setting. The agency needs to provide information on these settings and why they do not consider them placements.</p>	

AFCARS Assessment Review Findings: Foster Care Elements
State: Michigan

Data Element/Requirements Checklist	Findings/Notes	Rating Factor
	<p>If the legal status code is "40COURTWARDDEL" or "46STATEWARDDELACT150" and the living arrangement is either "detention" or "jail" this element is set to date of the current placement setting. These are not to be considered discharges unless the agency's responsibility for placement and care has ended. For the county juvenile justice cases under the title IV-E agreement, these are also not considered a discharge.</p> <p>If the child is placed with a parent from whom they were not removed (or who has left the home after the child entered foster care), then for AFCARS reporting purposes this is to be reported as a discharge. The agency must modify the program code to set this element to the start date of the "non-custodial" parent placement.</p> <p>There is logic to set a discharge date of children who turn 19 during the report period. There does not appear to any logic in the extraction code to determine if a youth who turns 18 is eligible for title IV-E foster care and/or logic to check at the time the youth is 19. Since the agency has amended its title IV-E plan, see GR7, this logic needs to be modified. Logic regarding youth between the age of 18 and 21 will need to be added. If a youth is 18 and not receiving title IV-E, set date of discharge to youth's 18th birthday. Youth between the age of 18 and 21 and receiving title IV-E foster care payments and title IV-E eligibility ends, the child is to be reported discharge. The date is the date that is when the eligibility ends.</p> <p>For the juvenile justice cases covered by the inter-agency agreement, once the youth returns home this is considered a discharge for AFCARS purposes. The program code must be modified to not set these cases as a "trial home visit."</p> <p><u>Post Site Program Code Modifications</u> The extraction code was modified. The logic to set this element to a discharge date when a child is on "trial home visit" for 183 days has been removed.</p> <p>The section that set a discharge date if the legal status code is "40COURTWARDDEL" or "46STATEWARDDELACT150" and the living arrangement is either "detention" or "jail" was removed.</p> <p>The original logic to discharge youth at age 19 was removed from the program code. Modifications were added to check if the youth turns 18 in the report period and is or is not receiving title IV-E foster care. If title IV-E is not applicable, then the youth's 18th birthday is reported as the date of discharge. Additional logic was added to discharge youth at the age of 21. It does not appear though that if the youth becomes ineligible for title IV-E between the ages of 18 and 21 that the record will be reported as discharged.</p>	

AFCARS Assessment Review Findings: Foster Care Elements
State: Michigan

Data Element/Requirements Checklist	Findings/Notes	Rating Factor
	The extraction code was modified by adding logic to check records where there is dual custody. We need the state team to walk the federal team through this section of the code.	
<p>57. Foster Care Discharge Transaction Date</p> <p><u>Requirements</u> A computer generated date which accurately indicates the month, day and year the response to "Date of Discharge from Foster Care" was entered into the information system.</p> <p>If the date of discharge from foster care (element #56) is present, the date of discharge from foster care transaction date (element #57) must be present and must be later than or equal to the date of discharge from foster care (element #56).</p> <p>Must be a non-modifiable computer-generated date that reflects the date element #56 was first entered into system.</p>	<p><i>Frequency Report 2015B</i> (n=15,348): There are five records with a transaction year of 2012 and 10 with the year 2014.</p> <p><u>Program Code</u> The foster care discharge transaction date is set equal to the "transaction date foster care" in the "staging AFCARS core data" table. This date is set from the placement create timestamp of the placement end record selected as the placement when legal custody ended.</p> <p>The state and federal team need to discuss how to set this element for certain situations noted in FC56.</p>	<p>2 3</p>
<p>58. Reason for Discharge</p> <p>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</p> <p><u>Requirements</u> Reunification With Parents or Primary Caretakers—The child was returned to his or her principal caretaker(s)' home.</p> <p>Living With Other Relatives—The child went to live with a relative other than the one from whose home he or she was removed.</p> <p>Adoption—The child was legally adopted.</p> <p>Emancipation—The child reached majority according to the law by virtue</p>	<p><u>Screen</u>: Case/Workload > Court > Legal Status There is a field for Legal Status End Reason (drop-down list). The options are: Adoption Confirmed, Married, Military Service, Age, Died, Petition Dismissed, Successful completion of probation/parole (JJ only), Jurisdiction waived to criminal court (JJ only), Consultation/Supervision complete - court ward (JJ only), Moved to another state, Negative response to treatment (JJ only), Interstate activity completed, Other, Placed with parent, Placed with relative, Placed with Guardian, and Case Closure.</p> <p><u>Data Quality</u> <i>Frequency Report 2015A</i> (n=15,820): In FC56 there are 12,061 records with no discharge date. In FC58 there are 12,835 records reported as "not applicable." <i>Frequency Report 2015B</i> (n=15,348): Not Applicable = 11,883 (78%). Note that there were 11,695 records reported in FC56 as blank.</p> <p><i>Case File Review Findings – CSA (n=52)</i>: 3 (6%) of the records analyzed did not match what was reported in AFCARS. There were three records reported as "not applicable" but should have had a discharge reason. Two of the error cases had a date in FC56. The outcomes were adoption, emancipation, and guardianship.</p> <p><i>Case File Review Findings – JJ (n=12)</i>: 2 (17%) of the records analyzed did not match what was reported in AFCARS. In two error cases the child was incorrectly reported as being on a "trial home visit" instead of discharged from foster care. The discharge reason</p>	2

AFCARS Assessment Review Findings: Foster Care Elements
State: Michigan

Data Element/Requirements Checklist	Findings/Notes	Rating Factor
<p>of age, marriage, etc.</p> <p>Guardianship—Permanent custody of the child was awarded to an individual.</p> <p>Transfer to Another Agency—Responsibility for the care of the child was awarded to another agency—either in or outside of the State or Tribal service area.</p> <p>Runaway—The child ran away from the foster care placement.</p> <p>Death of Child—The child died while in foster care.</p> <p><u>Checklist</u> If this element has a response, then a date must be in element #56.</p> <p>“Runaway” should only be indicated if the agency has been dismissed of responsibility for care and placement.</p>	<p>should have been “reunification.”</p> <p><u>Program Code</u> When the discharge date is null the discharge reason is “not applicable.”</p> <p>When the discharge reason code is “petition dismissed,” “juris waived to crim ct,” “consult sup compltd ctwd,” “juv ct assume juis,” “move to other state,” “neg response to treatmt,” “other” or “permanent guardianship” and the living arrangement code is “parental home” or “out of state parental” the discharge reason is “reunification with parent(s) or primary caretaker(s).”</p> <p>When the discharge reason code is “living with other relatives kin,” the discharge reason is “living with other relative(s).” The value used here appears to include “kin.” For AFCARS reporting, only those individuals related to the child by blood or marriage are considered relatives. If the agency is including non-relatives as kin in this value, then changes are needed to distinguish between relatives and non-relatives.</p> <p>If the reason code is “petition dismissed,” “juris waived to crim ct,” “consult sup compltd ctwd,” “juv ct assume juris,” “move to other state,” “net response to treadmt” or “other” and the living arrangement code is “licensed unlicensed rel home,” “out of state unlicensed rel” or “out of state licensed rel” the discharge reason is also set to “living with other relative(s).”The discharge reason codes used in conjunction with the living arrangement for the mapping to the AFCARS value of “living with other relatives” is an incorrect combination.</p> <p>When the code is “adoption” the discharge reason is “adoption.”</p> <p>When the code is “emancipation” or “military service” the discharge reason is “emancipation.”</p> <p>It is also “emancipation” when the discharge reason code is “petition dismissed,” “juris waived to crim ct,” “consult sup compltd ctwd,” “juv ct assume juis,” “move to other state,” “neg response to treatmt,” “other” and the living arrangement is “independent living.” The discharge reason codes used in conjunction with the living arrangement for the mapping to the AFCARS value of “emancipation” is an incorrect combination.</p> <p>When the reason code is “permanent guardianship” the discharge reason is “guardianship.”</p>	

AFCARS Assessment Review Findings: Foster Care Elements
State: Michigan

Data Element/Requirements Checklist	Findings/Notes	Rating Factor
	<p>It also is set to "guardianship" when the discharge reason code is "petition dismissed," "juris waived to crim ct," "consult sup compltd ctwd," "juv ct assume jusis," "move to other state," "neg response to treatmt," "other" and the living arrangement is "legal guardian." The discharge reason codes used in conjunction with the living arrangement for the mapping to the AFCARS value of "living with other relatives" is an incorrect combination.</p> <p>When the code is "transfer to another agency" the discharge reason is "transfer to another agency." Also "transfer to another agency" is reported when the discharge reason code is "petition dismissed," "juris waived to crim ct," "consult sup compltd ctwd," "juv ct assume jusis," "move to other state" and the living arrangement is not "parental home," "licensed or unlicensed foster home," "legal guardian," "independent living," "out of state parental," "out of state unlicensed rel" or "out of state licensed rel." The discharge reason codes used in conjunction with the living arrangement for the mapping to the AFCARS value is an incorrect combination.</p> <p>When the code is "runaway" the discharge reason is "runaway."</p> <p>When it is "death of child" the discharge reason is "death of child."</p> <p>A separate piece of code updates the discharge reason to "guardianship" for children who have a legal status code of "490ti adopt."</p> <p>The program code must be modified to map missing discharge reasons to blank if there is a date.</p> <p>The interagency juvenile justice cases must be reported as discharged when the child is placed in their home. These are not considered a "trial home visit" for this population and the outcome is to be "reunification" or other relevant outcome.</p> <p>If the child is placed with one of the following providers, Pontiac Children Service," "Turning Point Youth Center," or "Wolverine Treatment Center," then the discharge reason is set to "transfer to another agency."</p> <p>If the legal status code is "40COURTWARDDEL" or "46STATEWARDDELACT150" and the living arrangement is either "detention" or "jail" this element is set to "transfer to another agency."</p> <p><u>Post Site Program Code Modifications</u> The extraction code was modified to allow the discharge reason to be null (blank) if there</p>	

AFCARS Assessment Review Findings: Foster Care Elements
State: Michigan

Data Element/Requirements Checklist	Findings/Notes	Rating Factor
	is a discharge date but no reason found.	
<p>59. Title IV-E (Foster Care)</p> <p><u>Requirements</u> Title IV-E foster care maintenance payments are being paid on behalf of the child.</p> <p><u>Checklist</u> This element should not check whether a claim has been submitted by the title IV-E agency to the Children's Bureau.</p> <p>Does the program code incorrectly only check for a title IV-E payment?</p> <p>Does the program code also check the eligibility status of those children who entered foster care in the last month of the report period but for whom a payment has not yet been made to the provider?</p> <p>Title IV-E eligibility criteria include court order language, AFDC requirements, and whether the facility is eligible for reimbursement. Does the agency's frequency response for "applies" appear accurate or is it lower than expected?</p>	<p><u>Data Quality</u> <i>Frequency Report 2015A</i> (n=15,820): Applies = 5,300 (33.5%); Does not Apply = 10,520 (33.5%)</p> <p><i>Frequency Report 2015B</i> (n=15,348): Applies = 5,352 (35%); Does not Apply = 9,996 (65%)</p> <p><i>Test Cases:</i> The agency correctly reported a case of youth who turned 19 in the report period and receiving title IV-E funds. The agency incorrectly reported element 59 as "does not apply."</p> <p><i>Case File Review Findings – CSA:</i> Two of the records analyzed did not match what was reported in AFCARS. In one error case, the response should have been "does not apply" instead of "applies." The child was not in a reimbursable setting for the full six month period. In one error case, the response should have been "applies" instead of "does not apply."</p> <p><i>Case File Review Findings – JJ (n=12):</i> In every case reviewed, the response to this element in AFCARS was "does not apply." In one case, the reviewer noted that it should have been "applies."</p> <p>There were eight cases noted as youth in the agency's YAVFC program that were in the sample. In five of the cases the response for whether the youth is receiving title IV-E foster care (element #59) was "does not apply." In one case, the reviewer was able to determine the youth was receiving title IV-E. In the others, it is not clear if title IV-E was not applicable or if there is an issue with how this element is being reported. In one case, the youth turned 18 in the report period and the case was reported as still being open. In two cases, a discharge date was reported in element 56.</p> <p><u>Program Code</u> If there is a payment request and related payment claim record for the child, the "board and care indicator" is "1," the "approved indicator" is "1, approved," the "primary fund source code" is "IVE," the payment claim begin or end date is within the reporting period and the service code domain is "fc placement services" or "placement," this element is set to "applies."</p> <p>If these conditions are not met, the element is set to "does not apply."</p>	2

AFCARS Assessment Review Findings: Foster Care Elements
State: Michigan

Data Element/Requirements Checklist	Findings/Notes	Rating Factor
	<p>The approach will not pick up if the child is determined eligible in the last month of the report period and the foster care provider is paid on the 1st of the next month.</p> <p><u>Post Site Program Code Modifications</u> The extraction code was been modified to check the service authorization table to see if IV-E foster care payments have been authorized. This will set this element to "applies" if this is the last of the month and the payment is not made until the next month, element #59 will be "applies."</p> <p>This element remains rated a 2 due to the identified errors in both the test case and the case file review for youth over the age of 18.</p>	
<p>60. Title IV-E (Adoption Assistance)</p> <p><u>Requirements</u> Title IV-E adoption subsidy is being paid on behalf of the child who is in an adoptive home, but the adoption has not been legalized.</p>	<p><u>Data Quality</u> The agency does use title IV-E Adoption Assistance funds prior to the adoption finalization in place of title IV-E foster care funds.</p> <p><i>Frequency Report 2015A</i> (n=15,820): Applies = 879 (6%); Does not Apply = 14,941 (94%)</p> <p><i>Frequency Report 2015B</i> (n=15,348): Applies =993 (6%); Does not Apply = 14,355 (94%)</p> <p>There are 186 records reported in element 41 as "pre-adoptive home." There were 933 records reported as an outcome to adoption (element 58).</p> <p><u>Program Code:</u> The extraction code selects from the payment request, payment request claim, service category and service domain files. It looks for approved payment request records where the service category is "support subsidy," the service domain is "adoption/GAP," the primary fund source of "IVE."</p> <p>If the claim begin and end dates are within the reporting period, this element is set to "applies."</p> <p>Additional logic uses the adoption subsidy, subsidy type, subsidy review, and subsidy case status tables to determine the value of element #60. It is set to "applies" when the adoption code is "pca321 order of adoption" and the subsidy case status is "open with pay." This is the second pass. The first pass does check for IV-E AA. If none of the above conditions are met it is set to "does not apply."</p>	<p>2 3</p>
61. Title IV-A	<u>Data Quality</u>	2

AFCARS Assessment Review Findings: Foster Care Elements
State: Michigan

Data Element/Requirements Checklist	Findings/Notes	Rating Factor
<p><u>Requirements</u> Child is living with relative(s) whose source of support is a TANF payment for the child.</p>	<p><i>Frequency Report 2015A</i> (n=15,820): Applies = 1,721 (11%); Does not Apply = 14,099 (89%)</p> <p><i>Frequency Report 2015B</i> (n=15,348): Applies = 1,231 (8%); Does not Apply = 14,117 (92%)</p> <p><u>Program Code</u> When the assistance type in the "case person assistance" table is "tp01" or "d-ef" (TANF) and the record's timestamp is within the reporting period, this element is set to "applies." If not it, is set to "does not apply." TP01 is TANF.</p> <p>Need to add logic to check the dates of TANF against the date of removal. Once child is in a paid placement, check Bridges to see if classified as an eligible child. Know it is not home of removal because of date.</p> <p><u>Post Site Program Code Modifications</u> The extraction code has been modified to ensure that the status effective date is after the latest removal date and prior to the report period end date.</p>	3
<p>62. Title IV-D (Child Support)</p> <p><u>Requirements</u> Child support funds are being paid to the title IV-E agency on behalf of the child by assignment from the receiving parent.</p>	<p>The financial staff can enter the amount the IV-E agency received.</p> <p><u>Data Quality</u> <i>Frequency Report 2015A</i> (n=15,820): Applies = 76 (.48%); Does not Apply = 15,744 (99.52%)</p> <p><i>Frequency Report 2015B</i> (n=15,348): Applies = 1,207 (8%); Does not Apply = 14,141 (92%)</p> <p><u>Program Code</u> When the "reference type id" is "open without pay" (1014) in the "report date" and related "individual id xref" tables, this element is set to "applies." Otherwise, it is set to "does not apply."</p> <p>The program code is only checking if the child is known to IV-D; not that a payment was received. In the common area there is information on payment and how many payments were received. The program code must be modified to check that the IV-E agency received a payment.</p> <p><u>Post Site Program Code Modifications</u> The extraction code was modified to include the month begin date of IV-D support. Logic</p>	2 3

AFCARS Assessment Review Findings: Foster Care Elements
State: Michigan

Data Element/Requirements Checklist	Findings/Notes	Rating Factor
	was also added to verify that the payment is prior to the end of the report period and after the begin date of the report period. The state team provided clarification that the presence of the IV-D begin date implies the presence of a child support payment.	
<p>63. Title XIX (Medicaid)</p> <p><u>Requirements</u> Child is eligible for and may be receiving assistance under title XIX.</p> <p><u>Checklist</u> Does the agency's frequency response for "applies" appear accurate or is it lower than expected?</p>	<p><u>Data Quality</u> <i>Frequency Report 2015A</i> (n=15,820): Applies = 15,411 (97%); Does not Apply = 409 (3%)</p> <p><i>Frequency Report 2015B</i> (n=15,348): Applies = 15,088 (98%); Does not Apply = 260 (2%)</p> <p><u>Program Code</u> The extraction code looks for a benefit type of "trust account" (1014) on the person assistance table. If found, the element is set to "applies" if the program class code is "ma" (Medicaid), the eligibility status is "eligible" (e), and the status effective date is before the report period end date and the status expire date is greater than the report period start date.</p> <p>Otherwise, it is set to "does not apply."</p>	4
<p>64. SSI or Other Social Security Benefits</p> <p><u>Requirements</u> Child is receiving support under title XVI or other Social Security Act titles not included in this section.</p>	<p><u>Screen</u>: Client Benefits</p> <p><u>Data Quality</u> <i>Frequency Report 2015A</i> (n=15,820): Applies = 740 (5%); Does not Apply = 15,080 (95%)</p> <p><i>Frequency Report 2015B</i> (n=15,348): Applies = 1,070 (7%); Does not Apply = 14,278 (93%)</p> <p><i>Case File Review Findings – CSA</i>: Two of the records analyzed did not match what was reported in AFCARS. In the error cases, the response should have been "applies" instead of "does not apply."</p> <p><u>Program Code</u> The extraction code checks to see if the child has a benefit code of "railroad and miners benefits," "SSA," "SSI," "VA benefits," "SSI dedicated" or "SSI lump sum." If one of these is found, the logic checks that the benefit is effective within the reporting period and a related case person assistance record exists with a grantee relationship code of "se" (?) and status dates indicating it was effective within the report period.</p> <p>If there is a related payment detail record with a payment reason code of "A-19" (SSI), a</p>	2 3

AFCARS Assessment Review Findings: Foster Care Elements
State: Michigan

Data Element/Requirements Checklist	Findings/Notes	Rating Factor
	<p>payment type of "L" (?) and pay period dates within the reporting period, the element is set to "applies."</p> <p>Otherwise, it is set to "does not apply."</p> <p>The program code must be modified by not including "railroad and miners benefits" and "VA benefits." These values are to be mapped to FC65.</p> <p><u>Post Site Program Code Modifications</u> The extraction code was modified by removing railroad, miners and VA benefits from the SSI mapping.</p>	
<p>65. None of the Above</p> <p><u>Requirements</u> Child is receiving support only from the title IV-E agency, or from some other source (Federal or non-Federal) which is not indicated above.</p> <p><u>Checklist</u> The program code checks for other sources of State, Tribal, Federal, or non-Federal regardless of the responses to elements #59 - 64.</p>	<p><u>Screen: Client Benefits</u> The options on this screen include; Other, RSDI, SSI, Trust Account and Veterans Administration Benefits.</p> <p><u>Data Quality</u> <i>Frequency Report 2015A</i> (n=15,820): Applies = 292 (2%); Does not Apply = 15,528 (98%) <i>Frequency Report 2015B</i> (n=15,348): Applies = 186 (1%); Does not Apply = 15,162 (99%)</p> <p><u>Program Code</u> When none of elements #59 – 64 are "applies," element #65 is set to "applies." If any of the others is "applies," it is set to "does not apply."</p> <p>The program code should also check if there are other sources of income, and if found, set this element to applies.</p> <p>Modify the program code to map "railroad and miners benefits" and "VA benefits" to this element.</p> <p><u>Post Site Program Code Modifications</u> The state's extraction code has been modified to map railroad, miners, and VA benefits to element #65. Since there are other sources listed on the benefits screen, these should be mapped to this element as well if the child is receiving funds.</p>	<p>2 3</p>
<p>66. Amount of Monthly Foster Care Payment</p> <p><u>Requirements</u></p>	<p><u>Program Code</u> The monthly amount is the sum of daily rate payments found on the payment request and related payment request claim file with "board and care" approved for the last full month</p>	<p>2 3</p>

AFCARS Assessment Review Findings: Foster Care Elements
State: Michigan

Data Element/Requirements Checklist	Findings/Notes	Rating Factor
<p>Enter the monthly payment paid on behalf of the child regardless of source (e.g., Federal, State, county, municipality, Tribal, and private payments). If title IV-E funds are paid on behalf of the child, the amount indicated should be the total computable amount. If the payment made on behalf of the child is not the same each month, indicate the amount of the last full monthly payment made during the reporting period. If no monthly payment has been made during the period, enter all zeros.</p> <p><u>Checklist</u> Should be amount of last full monthly payment paid in the AFCARS report period.</p> <p>A blank in this field indicates that the title IV-E agency does not have the information for this foster care element or that a payment was not made.</p>	<p>for which payments are found within the reporting period.</p> <p><u>Post Site Program Code Modifications</u> The extraction code was modified to check the provider number to ensure that the same provider is receiving payments for the whole month.</p>	

AFCARS Assessment Review Findings: Adoption Elements
State: Michigan

Data Element/Requirements Checklist	Findings/Notes	Rating Factor
1. Title IV-E Agency	<u>Program Code</u> : This element is hard-coded with the State's value "26."	4
2. Report Period Ending Date		4
3. Record number		4
4. Did the title IV-E Agency have any involvement in this adoption? 1=Yes 2=No <u>Requirements</u> Indicate whether the title IV-E agency had any involvement in this adoption, that is, whether the adopted child belongs to one of the following categories: <ul style="list-style-type: none"> • A child who had been in foster care under the responsibility and care of the child welfare agency and who was subsequently adopted, whether special needs or not, and whether a subsidy was provided; • A special needs child who was adopted in the State or Tribal service area, whether or not he/she was in the public foster care system prior to his/her adoption and for whom non-recurring expenses were reimbursed; or • A child for whom an adoption assistance payment or service is being provided based on arrangements made by or through the title IV-E agency. <u>Checklist</u> This item is linked to the General Requirements items #9 and 11.	<u>Program Code</u> This element is derived based on what is entered for elements 31, 34, or 35. The program code checks, in the following order: - AD34, the child was placed by "public agency;" or, - If the child was adopted by a foster parent (AD31); or, - The child is receiving a monthly subsidy (AD35). If any one of these is true, then this element is set to "yes." However, as noted in AD34, the program code is incorrectly hard-coded to "public agency." Consequently, the program code will stop after this condition is met and not check the other two fields. Since the child may be adopted by a private agency, someone who is not a foster parent, and possibly there may be a zero amount subsidy at the time of the adoption, it is possible this logic (after correcting AD34) will incorrectly set this element to "no." Since the agency does not intend to report adoptions in which there was no agency involvement per the requirements to the left, the agency should hard-code this element to "yes." <u>Post Site Program Code Modifications</u> The agency modified the program code by removing the logic that derived the response to this element. The program code now hard-codes this element to "yes."	3 4
5. Child's Date of Birth	<u>Screen</u> : Person Profile/Basic Tab; Field: Gender <u>Program Code</u> The date of birth comes from the Individual birth location file.	4
6. Sex 1=Male 2=Female	<u>Screen</u> : Person Profile/Basic Tab <u>Program Code</u> This information is selected from the child's record. The agency's value "m" is mapped to the AFCARS value for "male" and "f" is mapped "female."	4
7. Child's Race 0=No 1=Yes	<u>Screen</u> : Person Profile/Demographics Tab - Same screen as in FC8 There is a section "Race." The screen has checkbox fields for each of the Federal identified races, including the AFCARS administrative value "unable to determine." There is an area "Ethnicity/Ancestry" with two fields for recording ethnic information.	2 3

AFCARS Assessment Review Findings: Adoption Elements
State: Michigan

Data Element/Requirements Checklist	Findings/Notes	Rating Factor
<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><u>Requirements</u> In general, a person’s race is determined by how they define themselves or by how others define them. In the case of young children, parents determine the race of the child.</p> <p>American Indian or Alaska Native -A person having origins in any of the original peoples of North or South America (including Central America), and who maintains tribal affiliation or community attachment.</p> <p>Asian - A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.</p> <p>Black or African American - A person having origins in any of the black racial groups of Africa.</p> <p>Native Hawaiian or Other Pacific Islander - A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands. White - A person having origins in any of the original peoples of Europe, the Middle East, or North Africa.</p> <p>Unable to Determine - The specific race category is “unable to determine” because the child is very young or is severely disabled and no person is available to identify the child’s race. Also used if the parent, relative or guardian is unwilling to identify the child’s race.</p>	<p>One field is labeled “Ancestry.” The caseworker can identify all nationalities/ethnicities that apply.</p> <p>Since the State uses a single demographics screen, the issues identified in foster care element #8 will affect the information reported in the adoption file as well.</p> <p><u>Program Code</u> The program code maps the race values from the demographic fields to the corresponding AFCARS values. The child’s race is selected from their individual race table. A code value of “American Indian Alaska Native” is mapped to “American Indian or Alaska Native.” A value of “Asian” is mapped to “Asian.” “Black African American” is mapped to “Black or African American.” “Native Hawaiian Pacific is lander” is mapped to “Native Hawaiian or other Pacific Islander.” “White” is mapped to “white.” “Unable to determine” is mapped to “unable to determine.”</p> <p>There does not appear to be any provision for missing data. If race values a – e are all “no,” the extraction code incorrectly maps the element to “unable to determine.” The program code must be modified to map missing to blank.</p> <p>The program code is not checking the ancestry field and mapping applicable ethnicities to the appropriate race category if one is selected. Modify the program code to check the ancestry field for any race values that may have been selected and map the value to the appropriate race value in element #7.</p> <p><u>Post Site Program Code Modifications</u> The extraction code was modified to add the ethnicity/ancestry values to the mapping for the child’s race. Additional changes were made to check the race values associated with both the pre- and post- adoption case for the child.</p> <p>It is not clear how this element is set to blank. However, there are records reported in the 2015B AFCARS period that are missing the race information.</p>	
<p>8. Child’s Hispanic or Latino Ethnicity</p> <p>1=Yes 2=No 3=Unable to determine</p>	<p><u>Screen:</u> Person Profile/Demographics Tab - Same screen as noted in FC9. There is an area “Ethnicity/Ancestry” with two fields for recording ethnic information. One field is labeled “Hispanic/Latino” and has a dropdown options list. The options are: Yes, No, and Unknown.</p> <p>Since the State uses a single demographics screen, the issues identified in foster care</p>	<p>2 3</p>

AFCARS Assessment Review Findings: Adoption Elements
State: Michigan

Data Element/Requirements Checklist	Findings/Notes	Rating Factor
<p>Requirements Answer "yes" if the child is of Mexican, Puerto Rican, Cuban, Central or South American origin, or a person of other Spanish cultural origin regardless of race. Whether or not a person is Hispanic or Latino is determined by how they define themselves or by how others define them. In the case of young children, parents determine the ethnicity of the child. "Unable to Determine" is used because the child is very young or is severely disabled and no other person is available to determine whether or not the child is Hispanic or Latino. "Unable to determine" is also used if the parent, relative or guardian is unwilling to identify the child's ethnicity.</p>	<p>element #9 will affect the information reported in the adoption file as well.</p> <p><u>Data Quality</u> <i>Frequency Report 2015A</i> (n=769): Yes = 67 (9%); No = 635 (83%); Unable to determine = 67 (9%); Not reported = 0</p> <p><i>Case File Review Findings</i> (n=30): 6 (20%) of the records analyzed did not match what was reported in AFCARS.</p> <p><u>Program Code</u> The child's Hispanic or Latino ethnicity is mapped from the Hispanic code on the AFCARS Adoption Staging field. If it is "1" this element is mapped to "yes" and if it is "0" it is mapped to "no." If it is neither of these, the field is incorrectly mapped to "unable to determine." See the findings above regarding the options on the screen. The options to record if a person declines to provide the information or is incapacitated at the time the child is removed from home and placed into care, need to be included and mapped in the extraction logic.</p> <p><u>Post Site Program Code Modifications</u> The extraction code was modified to add the ethnicity/ancestry values to the mapping for the child's Hispanic/Latino ethnicity. Additional changes were made to check the race values associated with both the pre- and post- adoption case for the child. Based on the 2015B data file, there appears to have been a correction to report missing data to blank.</p>	
<p>General Information AD9 and 10.</p>	<p><u>Screen: Case-Adoption Finalization</u> The screen identified as the one used for AFCARS reporting is not consistent with the state's eligibility screen and list of eligibility criteria.</p> <p>The screen has a section AFCARS Factor for Special Need Determination. The options are: Mapping Default, Having another condition requiring special care, Emotionally Disturbed, Mental Retardation, Not applicable, Physically disabled, visually or hearing impaired.</p> <p><u>Screen: Financial/Eligibility/Adoption Subsidy Program</u> There are four tabs: Summary Details, Program Requirements, Funding Determination, Subsidy Rate</p> <p>On the Summary Details section there is a section Adoption Subsidy Checklist. It includes fields for the date the application was received and date the parent signed the</p>	

AFCARS Assessment Review Findings: Adoption Elements
State: Michigan

Data Element/Requirements Checklist	Findings/Notes	Rating Factor
	<p>agreement (among other things). From the Summary Details section the results of the other tabs are displayed. The Program Requirements section shows a list of items which were answered on the other tabs. The items in the list are: <i>child meets age criteria</i>, <i>child is free for adoption</i>, <i>child has special needs factors</i>, <i>reasonable efforts to place without subsidy</i>, <i>biological parent is not prospective adoptive parent or guardian</i>, and <i>NRE eligible</i>.</p> <p>The next section is Funding Determination followed by Subsidy Rate.</p> <p><u>Program Requirements section</u> has a section <i>Special Needs Criteria</i>. The list, which includes a check box for each item, includes: Age 3 years or over, Level 2 DOC or higher, Relative Adoption, SSI eligible child, Adoption by family with previously adopted sibling, and Adoption with sibling eligible for support subsidy. Then the worker can list Pre-Adoption siblings as well as siblings eligible for support subsidy.</p> <p>The state team recognizes that the screen they are using to report elements 9 and 10 are not accurate.</p>	
<p>9. Has the title IV-E agency determined that the child has special needs?</p> <p>1=Yes 2=No</p> <p><u>Requirements</u> Use the title IV-E agency definition of special needs as it pertains to a child eligible for an adoption subsidy under title IV-E.</p> <p><u>Checklist</u> Is the number of "yes" responses for this element equal to or greater than the number reported as "yes" in element #35, child receiving monthly subsidy?</p>	<p><u>Data Quality</u> <i>Frequency Report</i> (n=769): Yes = 99 (13%); No = 670 (87%); Not reported = 0 AD35, monthly subsidy - Yes = 640 (83%); No = 129 (17%)</p> <p><i>2015B Frequency Report</i> (n=995): Yes = 164 (17%); No = 831 (84%); Not reported = 0 AD35, monthly subsidy - Yes = 640 (83%); No = 129 (17%)</p> <p><i>Case File Review Findings</i> (n=30): 21 (78%) of the records analyzed did not match what was reported in AFCARS.</p> <p><u>Program Code</u> The program code derives this information from what is reported in AD10. If one of the values "mental retardation," "emotionally disturbed," "physically disabled," "another condition," "visually or hearing imp," or "convert****" are selected, then this element is set to "yes." Otherwise, it is set to "no."</p> <p>There is no logic to check for factors other than medical that would result in a "special needs" determination. The program code must be modified to check if the eligibility staff and the caseworker has determined that the child meets the criteria for special needs.</p>	2
<p>10. Primary Factor or Condition for Special Needs</p> <p>0=Not applicable</p>	<p><u>Data Quality</u> <i>Frequency Report</i> (n=769): Not applicable = 670 (87%); Race/Original Background = 0; Age = 0; Sibling group = 0; Medical, etc. = 48 (6%); Other = 51 (7%); Not reported = 0</p>	2

AFCARS Assessment Review Findings: Adoption Elements
State: Michigan

Data Element/Requirements Checklist	Findings/Notes	Rating Factor
<p>1=Racial/Ethnic Background 2=Age 3=Membership in a Sibling Group 4=Medical conditions or Mental, Physical or Emotional Disabilities 5=Other</p> <p><u>Requirements</u> Indicate only the primary factor or condition for categorization as special needs and only as it is defined by the title IV-E agency.</p> <p>Racial/Original Background—Primary condition or factor for special needs is racial/original background as defined by the title IV-E agency.</p> <p>Age—Primary factor or condition for special needs is age of the child as defined by the title IV-E agency.</p> <p>Membership in a Sibling Group to be Placed for Adoption Together—Primary factor or condition for special needs is membership in a sibling group as defined by the title IV-E agency.</p> <p>Medical Conditions or Mental, Physical, or Emotional Disabilities—Primary factor or condition for special needs is the child’s medical condition as defined by the title IV-E agency, but clinically diagnosed by a qualified professional.</p> <p>When this is the response to this question, then elements #11-15 must be answered with at least one being “yes, applies.”</p> <p>Other [as defined by the title IV-E agency].</p>	<p><i>2015B Frequency Report (n=995):</i> Not applicable = 831 (84%); Race/Original Background = 0; Age = 0; Sibling group = 0; Medical, etc. = 68 (7%); Other = 96 (10%); Not reported = 0</p> <p><i>Case File Review Findings (n=30):</i> 19 (83%) of the records analyzed did not match what was reported in AFCARS.</p> <p><u>Program Code</u> If Mental Retardation, Emotionally Disturbed, Physically disabled is found, then this element is set to “medical conditions or mental, physical or emotional disabilities.”</p> <p>If the value is “Not applicable” or blank, then this element is set to “not applicable.” This is incorrect. If information is missing, this element is to be set to blank. AD9 would also be set to blank as well. The agency must modify the program code accordingly.</p> <p>The values visually or hearing impaired, convert, and another condition [requiring special care] are incorrectly mapped to “other [state defined].”</p>	
<p>Elements #11 – 15 0=Does not Apply 1=Yes, applies</p> <p><u>Checklist</u> Elements #11 - 15 are only reported if the response to element #10 is “4, medical conditions or mental, physical or emotional disabilities.”</p> <p>Conditions that are not reportable in foster care elements 11 - 15 may be reportable in the adoption file as conditions of special needs if the worker</p>	<p><u>Screen</u> Since these are diagnosed conditions that are to be reported, the agency should use the same screen and fields that is used for reporting the foster care elements 11 – 15.</p> <p><u>Program Code</u> It appears that the code is checking for these values regardless of what is reported in AD10. The program code is only to report diagnosed conditions if the response to AD10 is “medical conditions or mental, physical or emotional disabilities.”</p> <p>The program code maps AD11 - 15 using the same fields for FC11 - 15.</p>	

AFCARS Assessment Review Findings: Adoption Elements
State: Michigan

Data Element/Requirements Checklist	Findings/Notes	Rating Factor
determine that the conditions made the child eligible for a special needs subsidy/services.	<p><u>Post Site Program Code Modifications</u> The extraction code was modified to add treatment date as a qualifier to the search for each of the categories from the individual characteristics table. The dates are not relevant as they are in the foster care file. Additional logic was added to check the child's health screen which also has a treatment date associated with the disability categories. For determining eligibility for an adoption assistance subsidy or service, and for the eligibility worker and the caseworker to determine the child has special needs due to health issues, the child has to have an active diagnosed condition. The logic used in the adoption file is a direct copy of the logic for FC10 - 15 in the foster care extraction; including the logic to set the element to "not yet determined." This is for foster care only.</p> <p>See the foster care elements for findings regarding the mapping of conditions.</p> <p>Also, the agency partially corrected the program code to set these elements only if the primary basis for special needs is a medical condition. However, the program code includes the value "5, other." This needs to be removed and the condition "5, other is not mapped as "other state defined" but as other medical. This is incorrect.</p>	
<p>11. Type of Disability-Mental Retardation</p> <p><u>Requirements</u> Significantly subaverage general cognitive and motor functioning existing concurrently with deficits in adaptive behavior manifested during the development period that adversely affect a child's/youth's socialization and learning.</p>	<p><u>Program Code</u> The program code checks for mental retardation and if found, sets this to "applies."</p>	2
<p>12. Type of Disability-Visually or Hearing Impaired</p> <p><u>Requirements</u> Having a visual impairment that may significantly affect educational performance or development; or a hearing impairment, whether permanent or fluctuating, that adversely affects educational performance.</p>	<p><u>Program Code</u> The program code checks for visual-hearing impaired and if found, sets this to "applies."</p>	2
<p>13. Type of Disability-Physically Disabled</p> <p><u>Requirements</u> A physical condition that adversely affects the child's day-to-day motor functioning, such as cerebral palsy, spina bifida, multiple sclerosis, orthopedic impairments, and other physical disabilities.</p>	<p><u>Program Code</u> The program code checks for physically disabled and if found, sets this to "applies."</p>	2
<p>14. Type of Disability-Emotionally Disturbed</p>	<p><u>Program Code</u> The program code checks for emotionally disabled and if found, sets this to "applies."</p>	2

AFCARS Assessment Review Findings: Adoption Elements
State: Michigan

Data Element/Requirements Checklist	Findings/Notes	Rating Factor
<p><u>Requirements</u> A condition exhibiting one or more of the following characteristics over a long period of time and to a marked degree: An inability to build or maintain satisfactory interpersonal relationships; inappropriate types of behavior or feelings under normal circumstances; a general pervasive mood of unhappiness or depression; or a tendency to develop physical symptoms or fears associated with personal problems. The term includes persons who are schizophrenic or autistic. The term does not include persons who are socially maladjusted, unless it is determined that they are also seriously emotionally disturbed.</p>		
<p>15. Type of Disability-Other Medically Diagnosed Condition Requiring Special Care</p> <p><u>Requirements</u> Conditions other than those noted above which require special medical care such as chronic illnesses. Included are children diagnosed as HIV positive or with AIDS.</p>	<p><u>Program Code</u> The program code checks for other medical condition and if found, sets this to “applies.”</p>	2
<p>16. Mother’s Year of Birth</p> <p><u>Requirements</u> Enter the year of birth for mother, if known. If the child was abandoned and no information was available, leave blank.</p> <p><u>Checklist</u> If the parent was a legal or adoptive parent, their birth year is to be reported for this element.</p> <p>If the legal parents of the child were of the same sex, then use both elements #16 and #17 to reflect the legal parent’s year of birth regardless of gender.</p>	<p><u>Screen: Removal Screens/Demographics</u></p> <p><u>Data Quality</u> <i>Frequency Report 2015A (n=769):</i> 2000 = 1; 2013 = 2; Not Reported = 69 <i>2015B Frequency Report (n=995):</i> 2006=2; 2008=2; 2009=1; 2011=2; 2012=3; Not reported = 72</p> <p><i>Case File Review Findings (n=30):</i> 4 (14%) of the records analyzed did not match what was reported in AFCARS.</p> <p><u>Program Code</u> The gender is selected from the physical characteristic table. When it’s “female” the mother’s year of birth is extracted from the date of birth field.</p> <p>Note: The first parent that is female is used for the year of birth.</p> <p><u>Post Site Program Code Modifications</u> The extraction code was modified to allow for same sex couples rather than relying on gender for setting parent 1. Also, the program code now checks for a year of birth that is greater than 1/1/1901 in order to address the finding regarding a default year.</p>	2 3
<p>17. Father’s Year of Birth</p>	<p><u>Screen: Removal Screens/Demographics</u></p>	2 3

AFCARS Assessment Review Findings: Adoption Elements
State: Michigan

Data Element/Requirements Checklist	Findings/Notes	Rating Factor
<p><u>Requirements</u> Enter the year of birth for father, if known. If the child was abandoned and no information was available, leave blank.</p> <p><u>Checklist</u> If the parent was a legal or adoptive parent, their birth year is to be reported for this element.</p> <p>If the legal parents of the child were of the same sex, then use both elements #16 and #17 to reflect the legal parent's year of birth regardless of gender.</p>	<p><u>Data Quality</u> <i>Frequency Report 2015A</i> (n=769): 1900 = 2; 2009 = 1; 2011 = 1; 2012 = 1; Not Reported = 160 <i>2015B Frequency Report</i> (n=995): 2006=4; 2007=1; 2008=2; 2009=7; 2010= 2; 2011=1; 2012=1; 2013=1; 2014=1; Not reported = 84</p> <p><i>Case File Review Findings</i> (n=30): 5 (17%) of the records analyzed did not match what was reported in AFCARS.</p> <p><u>Program Code</u> The gender is selected from the physical characteristic table. When it's "male" the father's year of birth is extracted from the date of birth field.</p> <p>Note: The first parent that is male is used for the year of birth.</p> <p><u>Post Site Program Code Modifications</u> The extraction code was modified to allow for same sex couples rather than relying on gender for setting parent 2. Also, the program code now checks for a year of birth that is greater than 1/1/1901 in order to address the finding regarding a default year.</p>	
<p>18. Was the Mother married at the time of the child's birth?</p> <p>1=Yes 2=No 3-Unable to determine</p> <p><u>Requirements</u> Indicate whether the mother was married at the time of the child's birth; include common law marriage if legal in the State or Tribe. If the child was abandoned and no information was available on the mother, enter "Unable to Determine."</p> <p><u>Checklist</u> This question always applies to the birth mother.</p>	<p><u>Screen: Person Profile/Additional Tab</u> There is a section "Miscellaneous Information." This includes the field "was the child's mother married at the time of the child's birth." The options are "yes," "no," and "unable to determine."</p> <p>See previous notes regarding the use of the AFCARS administrative value "unable to determine." In the context of this element, the primary reason for not having the information is if the child entered as a Safe Haven infant. In these cases, you may not have the mother's information.</p> <p><u>Data Quality</u> <i>Frequency Report</i> (n=769): Yes = 128 (17%); No = 529 (69%); Unable to determine = 112 (15%); Not reported = 0 <i>2015B Frequency Report</i> (n=995): Yes = 160 (16%); No = 593 (60%); Unable to determine = 242 (24%); Not reported = 0</p> <p><i>Case File Review Findings</i> (n=30): 4 (14%) of the records analyzed did not match what was reported in AFCARS.</p>	<p>3 2</p>

AFCARS Assessment Review Findings: Adoption Elements
State: Michigan

Data Element/Requirements Checklist	Findings/Notes	Rating Factor
	<p><u>Program Code</u> This element is mapped directly from the field on the screen. However, it appears that instead of checking for the value "unable to determine" it defaults to this value if the field is blank.</p>	
<p>19. Date of Mother's Termination of Parental Rights</p> <p><u>Requirements</u> Enter the month, day and year that the court terminated mother's parental rights. If the mother is known to be deceased, enter the date of death.</p> <p><u>Checklist</u> This element must be prior to or equal to adoption element #21 (Date adoption legalized). Is the extraction code checking for a legal parent, if applicable?</p> <p>If the legal parents of the child were of the same sex, then use both elements #19 and #20 to reflect the termination of parental rights of the legal parent regardless of gender.</p>	<p><u>Screen: Court Order Information</u> The screen shot provided by State has a section Parental Termination. The fields are for Parent 1 and Parent 2 (gender neutral). There are fields for either the court date (termination date) or the signed release date. This is the same field used for FC47.</p> <p><u>Data Quality</u> <i>Frequency Report (n=769):</i> 25 records have no date <i>2015B Frequency Report (n=995):</i> 61 records have no date.</p> <p><i>Case File Review Findings (n=30):</i> 11 (37%) of the records analyzed did not match what was reported in AFCARS.</p> <p><u>Program Code</u> The program code checks for the values 'TERMINATION', 'COMMITMENT220', 'COMMITMENT296' in the court action type table for the mother.</p> <p><u>Post Site Program Code Modifications</u> The extraction code was modified to find the mother's TPR date when the parent 1 record number is missing or when there is a record number but there is no date.</p> <p>Additional changes account for children whose TPR and order of adoption is in one reporting period but not entered until the next.</p> <p>Changes were made (as noted previously) to account for same sex couples. The logic is no longer gender specific when there are two "parents" of the same sex.</p>	<p style="text-align: center;">2 3</p>
<p>20. Date of Father's Termination of Parental Rights</p> <p><u>Requirements</u> Enter the month, day and year that the court terminated father's parental rights. If the father is known to be deceased, enter the date of death.</p> <p><u>Checklist</u> If there are multiple fathers, the one who represented the last barrier to the child's adoption should be used. This element must be prior to or equal to</p>	<p><u>Screen: Record Court Order Information</u></p> <p><u>Data Quality</u> <i>Frequency Report (n=769):</i> There are 36 records with no date. There is one record with an invalid date. <i>2015B Frequency Report (n=995):</i> 56 records have no date. <i>Case File Review Findings (n=30):</i> 12 (40%) of the records analyzed did not match</p>	<p style="text-align: center;">2 3</p>

AFCARS Assessment Review Findings: Adoption Elements
State: Michigan

Data Element/Requirements Checklist	Findings/Notes	Rating Factor
<p>adoption element #21 (Date adoption legalized).</p> <p>Is the extraction code checking for a legal parent, if applicable?</p> <p>If the legal parents of the child were of the same sex, then use both elements #19 and #20 to reflect the termination of parental rights of the legal parent regardless of gender.</p>	<p>what was reported in AFCARS.</p> <p><u>Program Code</u> The program code checks for the values 'TERMINATION', 'COMMITMENT220', 'COMMITMENT296' in the court action type table for the father.</p> <p><u>Post Site Program Code Modifications</u> The extraction code was modified to find the father's TPR date when the parent 2 number is missing or when it is present but the date is missing.</p> <p>Additional changes account for children whose TPR and order of adoption is in one reporting period but not entered until the next.</p> <p>Changes were made (as noted previously) to account for same sex couples. The logic is no longer gender specific when there are two "parents" of the same sex.</p>	
<p>21. Date Adoption Legalized</p> <p><u>Requirements</u> Enter the date the court issued the final adoption decree.</p>	<p><u>Screen</u>: Court Order Information</p> <p><u>Data Quality</u> <i>Case File Review Findings (n=30)</i>: 3 (10%) of the records analyzed did not match what was reported in AFCARS.</p> <p><u>Program Code</u> The adoption date is taken from the ruling date found on the Ruling Table as it falls between within the reporting period.</p>	4
<p>Adoptive Parent Information (Elements #22 – 28)</p>	<p><u>Screen</u>: Provider/Workload/Provider Summary > Members These screens are the same as the Provider screens noted in FC49-55.</p>	
<p>22. Adoptive Parents' Family Structure</p> <p>1=Married couple 2=Unmarried couple 3=Single female 4=Single male</p>	<p><u>Screen</u>: Provider/Workload/Provider Summary > Members/Person Demographics</p> <p><u>Data Quality</u> <i>Frequency Report (n=769)</i>: Married Couple = 430 (56%); Unmarried Couple = 138 (18%); Single Female = 158 (21%); Single Male = 41 (5%); Not reported = 2</p> <p><i>2015B Frequency Report (n=995)</i>: Married Couple = 586 (59%); Unmarried Couple = 125 (13%); Single Female = 236 (24%); Single Male = 38 (4%); Not reported = 10</p> <p><i>Case File Review Findings (n=30)</i>: 5 (17%) of the records analyzed did not match what was reported in AFCARS.</p> <p><u>Program Code</u></p>	4

AFCARS Assessment Review Findings: Adoption Elements
State: Michigan

Data Element/Requirements Checklist	Findings/Notes	Rating Factor
	<p>The state's values are mapped to the appropriate AFCARS value. The program code correctly maps "separated" and "legally separated" to "married."</p> <p>When checking for single male or female, the sex is also checked.</p>	
<p>23. Adoptive Mother's Year of Birth</p> <p><u>Requirements</u> If the response to element #22, Family Structure was 1 or 2, enter data for two parents.</p> <p>If the response to element #22 was 3 or 4, enter data only for the appropriate parent. If the exact year of birth is unknown, enter an estimated year of birth.</p> <p>If element #22 is 1, 2 or 3, adoption element #23 must be completed.</p> <p><u>Checklist</u> Do the number of records reported in element #22 as a married, unmarried couple, single male, and single female equal the number of records with a reported year of birth in element #23?</p> <p>If a same sex couples to adopt a child, then use both elements #23 and #24 to reflect the adoptive parent's year of birth regardless of gender.</p>	<p><u>Screen:</u> Provider/Workload/Provider Summary > Members/Person Demographics</p> <p><u>Data Quality</u> <i>Frequency Report (n=769):</i> There are 714 records with a year and 55 records as blank. There were only 41 records reported in AD22 a single male.</p> <p><i>2015B Frequency Report (n=995):</i> There are 78 records reported as blank. There are 38 records reported in AD22 as a single male.</p> <p><u>Program Code</u> The program checks the adoptive mother's year of birth from the provider table. Same sex couples are not handled in the code so the first female year of birth is used.</p> <p><u>Post Site Program Code Modifications</u> Changes were made (as noted previously) to account for same sex couples. The logic is no longer gender specific when there are two "parents" of the same sex.</p>	3
<p>24. Adoptive Father's Year of Birth</p> <p><u>Requirements</u> Enter year of birth. If the response to data element #22 was 1 or 2, enter data for two parents.</p> <p>If the response to element #22 was 3 or 4, enter data only for the appropriate parent. If the exact year of birth is unknown, enter an estimated year of birth.</p> <p>If element #22 (is 1, 2 or 4, adoption element #24 must be completed.</p> <p><u>Checklist</u> Do the number of records reported in element #22 as a married and unmarried couple equal the number of records with a reported year of birth in element #24?</p>	<p><u>Screen:</u> Provider/Workload/Provider Summary > Members/Person Demographics</p> <p><u>Data Quality</u> <i>Frequency Report (n=769):</i> There are 583 records with a year and 186 records as blank. There were 158 records reported in AD22 as single female.</p> <p><i>2015B Frequency Report (n=995):</i> There are 269 records reported as blank. There are 236 records reported in AD22 as a single female.</p> <p><u>Program Code</u> The program checks the adoptive father's year of birth from the provider table. Same sex couples are not handled in the code so the first male year of birth is used.</p> <p><u>Post Site Program Code Modifications</u> Changes were made (as noted previously) to account for same sex couples. The logic is no longer gender specific when there are two "parents" of the same sex.</p>	3

AFCARS Assessment Review Findings: Adoption Elements
State: Michigan

Data Element/Requirements Checklist	Findings/Notes	Rating Factor
<p>25. Adoptive Mother'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> <p><u>Requirements</u> Indicate the race for the adoptive mother. See instructions and definitions for the race categories under element #7, child's race.</p> <p>Use "f. Unable to Determine" only when an adoptive parent is unwilling to identify his or her race.</p> <p><u>Checklist</u> If the child was adopted by a single male, then these elements are to be reported as blanks.</p> <p>If the State or Tribe allows same sex couples to adopt a child, then use both race elements #25 and #27 to reflect the adoptive parent's race regardless of gender.</p>	<p><u>Screen</u>: Provider/Workload/Provider Summary > Members/Person Demographics</p> <p><u>Data Quality</u> <i>Frequency Report (n=769)</i>: There are no records reported as blank.</p> <p><i>2015B Frequency Report (n=995)</i>: There are 96 records reported as blank. There are 38 records reported in AD22 as a single male.</p> <p><i>Case File Review Findings (n=30)</i>: 1 of the records analyzed did not match what was reported in AFCARS. In the error case a race should have been reported because the child was adopted by a married couple and not a single male. All fields indicated "no."</p> <p><u>Program Code</u> The Adoptive Mothers race is selected from their individual race table. A code value of "American Indian Alaska Native" is mapped to "American Indian or Alaska Native." A value of "Asian" is mapped to "Asian." "Black African American" is mapped to "Black or African American." "Native Hawaiian Pacific is lander" is mapped to "Native Hawaiian or other Pacific Islander." "White" is mapped to "white." "Unable to determine" is mapped to "unable to determine."</p> <p>The program code is not checking the ancestry field and mapping applicable ethnicities to the appropriate race category if one is selected. Modify the program code to check the ancestry field for any race values that may have been selected and map the value to the appropriate race value in this element.</p> <p>There is no logic to set these to blank if the child is adopted by a single male.</p> <p><u>Post Site Program Code Modifications</u> The extraction code was modified to report the adoptive mother's race information as blank if the adoptive family structure is "single male."</p> <p>For same sex couples, both fields are used regardless of gender.</p> <p>The extraction code was modified to add the ethnicity/ancestry values to the mapping for this element.</p>	<p>2 3</p>
<p>26. Adoptive Mother's Hispanic Origin</p> <p>0=Not Applicable</p>	<p><u>Screen</u>: Provider/Workload/Provider Summary > Members/Person Demographics</p> <p><u>Data Quality</u></p>	<p>2</p>

AFCARS Assessment Review Findings: Adoption Elements
State: Michigan

Data Element/Requirements Checklist	Findings/Notes	Rating Factor
<p>1=Yes 2=No 3=Unable to determine</p> <p><u>Requirements</u> Indicate the ethnicity for the adoptive mother. See instructions and definitions under element #8, child's Hispanic or Latino Ethnicity.</p> <p><u>Checklist</u> Use "Unable to Determine" only when a foster parent is unwilling to identify his or her ethnicity.</p> <p>If the child was adopted by a single male, then this element is to be reported as "not applicable."</p> <p>If the State or Tribe allows same sex couples to adopt a child, then use both Hispanic Origin elements #26 and #28 to reflect the adoptive parent's Hispanic Origin regardless of gender.</p>	<p><i>Frequency Report (n=769):</i> Not Applicable = 0; Yes = 1 (.24%); No = 178 (23%); Unable to determine = 590 (77%); Not reported = 0</p> <p><i>2015B Frequency Report (n=995):</i> Not Applicable = 0; Yes = 24 (3%); No = 862 (87%); Unable to determine = 19 (2%); Not reported = 90 There are 38 records reported in AD22 as a single male.</p> <p><i>Case File Review Findings (n=30):</i> 24 (86%) of the records analyzed did not match what was reported in AFCARS.</p> <p><u>Program Code</u> When at least one adoptive parent is a female the Hispanic origin is checked in the adoptive parents table. When the value is a "1," this element is set to "yes," if it is a "2," it is mapped to "no," and if it is neither this element is set to "unable to determine." If no information is entered, this element is to be set to blank.</p> <p>If the child is adopted by a single male, this element is to be set to "not applicable."</p> <p><u>Post Site Program Code Modifications</u> The program code was modified to report missing information to blank. There is no logic to set this element to "not applicable" when the child is adopted by a single male.</p> <p>For same sex couples, both fields (#26 and 28) are used regardless of gender.</p>	
<p>27. Adoptive Father'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> <p><u>Requirements</u> Indicate the race for the adoptive father. See instructions and definitions for the race categories under element #7, child's race. Use "Unable to Determine" only when an adoptive parent is unwilling to identify his or her race.</p> <p><u>Checklist</u></p>	<p><u>Screen:</u> Provider/Workload/Provider Summary > Members/Person Demographics</p> <p><u>Data Quality</u> <i>Frequency Report (n=769):</i> There are no records reported as blank. <i>2015B Frequency Report (n=995):</i> There are 288 records reported as blank. There are 236 records reported in AD22 as a single female.</p> <p><i>Case File Review Findings (n=30):</i> 5 (18%) of the records analyzed did not match what was reported in AFCARS.</p> <p><u>Program Code</u> The adoptive father's race is selected from their individual race table. A code value of "American Indian Alaska native" is mapped to "American Indian or Alaska Native." A value of "Asian" is mapped to "Asian." "Black African American" is mapped to "Black or African American." "Native Hawaiian Pacific is lander" is mapped to "Native Hawaiian or other Pacific Islander." "White" is mapped to "white." "Unable to determine" is mapped</p>	<p>2 3</p>

AFCARS Assessment Review Findings: Adoption Elements
State: Michigan

Data Element/Requirements Checklist	Findings/Notes	Rating Factor
<p>If the child was adopted by a single female, then these elements are to be reported as blanks.</p> <p>If the State or Tribe allows same sex couples to adopt a child, then use both race elements #25 and #27 to reflect the adoptive parent's race regardless of gender.</p>	<p>to "unable to determine." There is no logic to report this as blank if the child is adopted by a single female.</p> <p>The program code is not checking the ancestry field and mapping applicable ethnicities to the appropriate race category if one is selected. Modify the program code to check the ancestry field for any race values that may have been selected and map the value to the appropriate race value in this element.</p> <p>There does not appear to be any provision for missing data. If racial values a – e are all "no," the extraction code incorrectly maps the element to "unable to determine."</p> <p><u>Post Site Program Code Modifications</u> The extraction code was modified to report the adoptive father's race information as blank if the adoptive family structure is "single female."</p> <p>The ancestry field is checked and if a race is selected it is mapped to the appropriate race category.</p> <p>For same sex couples, both fields are used regardless of gender.</p>	
<p>28. Adoptive Father's Hispanic Origin</p> <p>0=Not Applicable 1=Yes 2=No 3=Unable to determine</p> <p><u>Requirements</u> Indicate the ethnicity for the adoptive father. See instructions and definitions under element #8, child's Hispanic or Latino Ethnicity.</p> <p>Use "Unable to Determine" only when a foster parent is unwilling to identify his or her ethnicity.</p> <p><u>Checklist</u> If the child was adopted by a single female, then this element is to be reported as "not applicable."</p>	<p><u>Screen:</u> Provider/Workload/Provider Summary > Members/Person Demographics</p> <p><u>Data Quality</u> <i>Frequency Report (n=769):</i> Not Applicable = 0; Yes = 10 (1%); No = 125 (16%); Unable to determine = 634 (82%); Not reported = 0 <i>2015B Frequency Report (n=995):</i> Not Applicable = 0; Yes = 15 (2%); No = 683 (69%); Unable to determine = 20 (2%); Not reported = 277 There are 236 records reported in AD22 as a single female.</p> <p><i>Case File Review Findings (n=30):</i> 26 (93%) of the records analyzed did not match what was reported in AFCARS.</p> <p><u>Program Code</u> When at least one adoptive parent is a male the Hispanic origin is checked in the adoptive parents table. When the value is a "1," this element is set to "yes," if it is a "2," it is mapped to "no," and if it is neither this element is set to "unable to determine." If no information is entered, this element is to be set to blank.</p> <p>If the child is adopted by a single female, this element is to be set to "not applicable."</p>	2

AFCARS Assessment Review Findings: Adoption Elements
State: Michigan

Data Element/Requirements Checklist	Findings/Notes	Rating Factor
	<p><u>Post Site Program Code Modifications</u> The program code was modified to report missing information as blank. There is no logic to set this element to “not applicable” when the child is adopted by a single female. For same sex couples, both fields (#26 and 28) are used regardless of gender.</p>	
<p>Elements #29 –32 0 = Does not Apply 1 = Applies</p> <p><u>Requirements</u> Indicate the prior Relationship(s) the child had with the adoptive parent(s). Indicate with a “1” all that apply.</p> <p><u>Checklist</u> Does the data collection methodology include each of the relationship types for the caseworker to select or record more than one? Does the extraction code check for and report all applicable relationships?</p>	<p><u>Screen: Resource home and person profile</u> The options are single select. The agency must modify the options list to at a minimum, distinguish between foster parent - relative and foster parent - non-relative. The system must be modified to allow for multiple selections. An alternative to changing the screen field is if the program code can identify all relationships using other fields in the system.</p> <p><u>Data Quality</u> <i>Frequency Report (n=769):</i> There are no records reported with more than one relationship marked as “yes, applies.”</p> <p><u>Program Code</u> The program code must be modified to identify all relationships and set all relationships that are applicable.</p>	
<p>29. Relationship to Adoptive Parent-Stepparent</p> <p><u>Requirements</u> Indicate the prior relationship(s) the child had with the adoptive parent(s): Spouse of the child's birth mother or birth father.</p>	<p><u>Program Code</u> If the placement setting relationship code is 'STEPPARENT', 'STEPFATHER', 'STEPMOTHER' then element #29 is “applies.” Otherwise, it is “does not apply.” .</p>	2
<p>30. Relationship to Adoptive Parent -Other Relative</p> <p><u>Requirements</u> Indicate the prior relationship(s) the child had with the adoptive parent(s): A relative through the birth parents by blood or marriage.</p>	<p><u>Data Quality</u> <i>Case File Review Findings (n=30):</i> 7 (23%) of the records analyzed did not match what was reported in AFCARS.</p> <p><u>Program Code</u> If the placement setting relationship code is in the list of relative codes, then element #30 is “applies.”</p> <p>Codes checked are: 'AUNTUNCLE','AUNT','UNCLE','COUSIN','COUSINFIRST','COUSINFIRSTONCEREMOVED','GRANDPARENT','GRANDFATHER','GRANDFATHERMATERNAL','GRANDMOTHERMATERNAL','GRANDFATHERPATERNAL','GRANDMOTHERPATERNAL','GRANDMOTHER','GREATGREATGRANDFATHER','GREATGREATGRANDMOTHER','HALFBROTHER','HALFSISTER','RELATIVE','OR','SIBLING','ADOPTIVESISTER','ADOPTIVEBROTHER'</p>	2

AFCARS Assessment Review Findings: Adoption Elements
State: Michigan

Data Element/Requirements Checklist	Findings/Notes	Rating Factor
	<p>,'STEPBROTHER','STEPBROTHERINLAW','STEPSISTER' , 'STEPSISTERINLAW'</p> <p>Otherwise it is "does not apply."</p>	
<p>31. Relationship to Adoptive Parent -Foster Parent</p> <p><u>Requirements</u> Indicate the prior relationship(s) the child had with the adoptive parent(s): Child was placed in a non-relative foster family home with a family which later adopted him or her. The initial placement could have been for the purpose of adoption or for the purpose of foster care.</p>	<p><u>Data Quality</u> <i>Case File Review Findings (n=30):</i> 27 (90%) of the records analyzed did not match what was reported in AFCARS. In the error cases the response should have been "applies" instead of "does not apply."</p> <p><u>Program Code LN</u> If the placement setting relationship code is "foster parent," "foster father," "foster mother," then element #31 is "applies." Otherwise, it is "does not apply."</p>	2
<p>32. Relationship to Adoptive Parent -Other Non-relative</p> <p><u>Requirements</u> Indicate the prior relationship(s) the child had with the adoptive parent(s): Adoptive parent does not fit into any of the categories above.</p>	<p><u>Data Quality</u> <i>Case File Review Findings (n=30):</i> 4 (13%) of the records analyzed did not match what was reported in AFCARS. In the error cases the response should have been "does not apply" instead of "applies." In each case "other relative" should have been selected.</p> <p><u>Program Code</u> If the placement setting relationship code is "nonrelative," then element #32 is "applies." Otherwise it is "does not apply."</p>	2
<p>33. Child was placed from</p> <p>1=Within State or Tribal Service Area 2=Another State or Tribal Service Area 3=Another Country</p> <p><u>Requirements</u> Indicate the location of the individual or agency that had custody or responsibility for the child at the time of initiation of adoption proceedings.</p> <p>Within State or Tribal service area—Responsibility for the child resided with an individual or agency within the State or Tribal service area of the title IV-E agency filing the report.</p> <p>Another State or Tribal service area—Responsibility for the child resided with an individual or agency in another State, Tribal service area, or territory of the United States.</p>	<p><u>Screen: Legal Status</u> The agency needs to either add this information as a field in the system or identify what fields in the system would reflect the address of the placing agency.</p> <p><u>Data Quality</u> <i>Frequency Report (n=769):</i> All records reported as "within state." <i>2015B Frequency Report (n=995):</i> All records reported as "within state."</p> <p><u>Program Code</u> If the value in the out-of-state court indicator is "1," [value not found] then this element is set to "within state." If the value in out of state court indicator is "2," [value not found] then this element is set to "another state or tribal service area." There is no code value for "3-Another Country."</p>	2

AFCARS Assessment Review Findings: Adoption Elements
State: Michigan

Data Element/Requirements Checklist	Findings/Notes	Rating Factor
<p>Another Country—Immediately prior to the adoptive placement, the child was residing in another country and was not a citizen of the United States.</p> <p><u>Checklist</u> Does the data collection methodology include all of the locations? Are adoptions that occur within the jurisdiction of the title IV-E agency but the private adoption placement agency is outside of the IV-E agency's jurisdiction get included and recorded as "another State or Tribal Service area?" (This relates to General Requirements item #12.)</p>	<p>The program code must be modified to account for placement from another country.</p> <p>Also, the program code must be modified to check the address of the placing agency (private or individuals) to determine if the child was being placed from within state or another state.</p>	
<p>34. Child was placed by</p> <p>1=Public agency 2=Private agency 3=Tribal Agency 4=Independent person 5=Birth parent</p> <p><u>Requirements</u> Indicate the individual or agency which placed the child for adoption.</p> <p>Public Agency—A unit of State or local government.</p> <p>Private Agency—A for-profit or non-profit agency or institution.</p> <p>Tribal Agency—A unit within one of the Federally recognized Indian Tribes, Indian Tribal Organizations, or Indian Tribal consortia.</p> <p>Independent Person—A doctor, a lawyer or some other individual.</p> <p>Birth Parent—The parent(s) placed the child directly with the Adoptive parent(s).</p> <p>If the "Child Was Placed By" (element #34) is answered with a 1, "Public Agency," then the question, "Did the title IV-E Agency Have any Involvement in this Adoption" (adoption element #4) must be "1."</p> <p><u>Checklist</u> Private agencies under contract to the title IV-E agency are considered "public" agencies.</p>	<p><u>Screen</u> The agency needs to provide a copy of where this information is entered. Onsite the state team indicated that there is a field that can be used under the non-CPS intake and can enter a provider there.</p> <p>In documents the state submitted for the post-site visit analysis there is a mapping chart of items and proposed additions to the system. These have not yet been added to the system.</p> <p>The AFCARS Data Dictionary sent with the post-site materials indicates that the Non-CPS Intake Screen will be used. The chart lists organizations that are listed in the drop-down field Organization Category. The options for Independent person, private agencies not under contract with the state, and birth parent will be added to the option list. The mapping of the values to the AFCARS values is correct.</p> <p><u>Data Quality</u> <i>Frequency Report (n=769):</i> All records reported as "public agency." <i>2015B Frequency Report (n=995):</i> There are eight records reported as blank.</p> <p><u>Program Code</u> This element is incorrectly hard-coded as "1, public agency." The agency must modify the program code to check who/which agency placed the child for adoption.</p> <p><u>Post Site Program Code Modifications</u> The program code was modified and no longer is hard-code to "public agency." Logic was added to check the organization type code. If DHS County Office, DHS Residential, Court, Central Office, Private Agency, Other State Agency, or Central Intake are found, then this element is set to "public agency."</p>	2

AFCARS Assessment Review Findings: Adoption Elements
State: Michigan

Data Element/Requirements Checklist	Findings/Notes	Rating Factor
<p>Title IV-E Tribal agencies are to report “public agency” for adoptions in which the child was in the title IV-E Tribal foster care system or on whose behalf the title IV-E Tribal agency was involved due to an adoption agreement for subsidy or services.</p>	<p>Tribe is mapped to “tribal agency.”</p> <p>Once the other choices noted above in the screen findings are added, the extraction code has the logic to map them to the correct AFCARS value.</p>	
<p>35. Is the Child Receiving a Monthly Subsidy? 1=Yes 2=No</p> <p><u>Requirements</u> Enter “yes” if this child was adopted with an adoption assistance agreement under which regular subsidies (Federal, State, or Tribal) are paid.</p> <p><u>Checklist</u> This element is to indicate “yes” if the only subsidy is Medicaid.</p>	<p><u>Screen</u>: Subsidy Screen There is a field for Subsidy Type. The options are: Adoption Assistance, Adoption Medical Assistance, GAP Assistance, GAP Medical Subsidy, and Not Requesting.</p> <p><u>Data Quality</u> <i>Frequency Report (n=769):</i> Yes = 640; No = 129</p> <p><u>Program Code LN: 2406</u> The program code checks for a code “open with pay” from the subsidy table. If the amount is greater than zero, this element is set to “yes.” Otherwise, it is set to “no.”</p> <p>The program code does not check for adoption agreements that are for Medicaid only as a subsidy.</p> <p><u>Post Site Program Code Modifications</u> The program code was modified. If the monthly amount is equal or greater than zero, or if there is Adoption Medical Assistance or Medicaid, this element is set to “yes.”</p>	<p>2 3</p>
<p>36. Monthly Amount</p> <p><u>Requirements</u> Indicate the monthly amount of the subsidy. The amount of the subsidy should be rounded to the nearest dollar. Indicate “0” if the subsidy includes only benefits under titles XIX or XX of the Social Security Act.</p>	<p><u>Screen</u>: Subsidy Screen</p> <p><u>Data Quality</u> <i>Case File Review Findings (n=30):</i> 5 (20%) of the records analyzed did not match what was reported in AFCARS.</p> <p>Due to the errors in the case file review, this element may be rated a 3.</p> <p><u>Program Code</u> The program code checks the payment request claim and if the amount is greater than zero, reports that amount. This amount is the per diem amount that was negotiated with the adoptive family and is in the adoption agreement.</p>	<p>4 3</p>
<p>37. Is the Child receiving a title IV-E adoption subsidy? 1=Yes 2=No</p>	<p><u>Screen</u>: Subsidy Screen</p> <p><u>Data Quality</u> <i>Frequency Report (n=769):</i> Yes = 499; No = 270</p>	<p>4</p>

AFCARS Assessment Review Findings: Adoption Elements
State: Michigan

Data Element/Requirements Checklist	Findings/Notes	Rating Factor
<p><u>Requirements</u> If element #35 is "1,yes," indicate whether the subsidy is claimed by the title IV-E agency for reimbursement under title IV-E. Do not include title IV-E non-recurring costs in this item.</p>	<p><u>Program Code</u> The program code checks to see if the child is eligible for title IV-E by checking the payment request and payment request claim tables for claim dates within the reporting period where the claim is "approved." If the primary funding source is "IVE," the service category is "support subsidy" and the service domain is "adoption/GAP" the element is set to "yes." Otherwise it is set to "no."</p>	

Section 3

Case File Review

Case File Summary Report

State: Michigan

Background

The purpose of the case file review is to assess the accuracy of the data reported to AFCARS by comparing what was reported to what is found in the child's paper file. A sample of 80 foster care records and 30 adoption records is selected from the most recent AFCARS report period prior to the onsite review. . The AFCARS data submitted to the Children's Bureau for each record is then compared to information found in the paper case file. The process involved all members of the State and Federal teams, technical and program. Additionally, the State incorporated field staff, including supervisors and staff from training units, etc., as part of the State team for the purpose of reviewing cases.

For States that have converted from an older information system (or a paper recordkeeping method) to a new electronic case file, the case file review process identifies any issues with the accuracy of the data due to conversion. The information that is submitted to AFCARS should reflect what is in the paper case records. The case file review is the only means for the Federal team to assess the accuracy and the level of completeness of the State's conversion process from a paper or legacy system to its new information system.

The Children's Bureau recognizes for those States that chose to implement a statewide case management system (both SACWIS and non-SACWIS models) there will be far less data in the paper file since the electronic case management system is the official record. However, there are some documents that may not be part of the State's information system, such as medical reports, court reports, home studies, etc. These documents usually provide a significant amount of the information for the case file reviewers. Additionally, this process identifies issues related to timely data entry as well as how well the system is being used to record information on each case.

The Children's Bureau has found that while there may be challenges to identifying the information in the paper file, the process provides very valuable information to the review teams. The findings often provide additional information that increases the Federal team's understanding of the data reported to AFCARS. Also, this process allows the review team to assess how well records are being kept up-to-date, the accuracy of the AFCARS data, and usage of the State's information system. Typically, this process does not identify new problems, but confirms findings from the other components of the AAR.

Since the case file review is the only means to assess conversion, the cases selected for the review were primarily those in which the most recent removal date, or the first removal date, precedes the date the State's system went operational. If the State phased in its operational status, then the sample may reflect these dates.

Summary

This summary report provides information on the number of cases selected in the sample, the number of cases reviewed, and any relevant general information regarding the analysis of the

**Case File Summary Report
State: Michigan**

results. The matrices that follow provide detailed findings. There are six columns in the matrices, they are:

- AFCARS Element - This is the name of each AFCARS element with the corresponding values.
- Data in AFCARS Matches Paper File - The number of records in which the reviewer found that the data submitted to AFCARS matched what was found in the paper file.
- Data in AFCARS Does Not Match Paper File - The number of records in which the reviewer found that the data submitted to AFCARS did not match what was found in the paper file.
- Questionable - The number of records where either the reviewer was not sure whether the data were the correct or based on final analysis there was some type of inconsistency between what was reported and what was noted by the reviewer. Comments are provided in the comment column for these situations.
- Not Found - Indicates that the reviewer was not able to locate the information pertaining to the element in the paper file. This can either be due to a missing file or sections of the file, or the data are now only recorded in the information system and there are no paper documents with the data. This is not considered a negative finding.
- Comments - This column includes findings regarding the errors that were identified in the column "Data in AFCARS Does Not Match Paper File" as well as any other pertinent information pertaining to the element and the findings.

Foster Care

Number of Cases in Sample	80
Number of Cases not Sent to Office	
Number of Cases Reviewed	72
- CW Cases	52
- YAVAC Cases	8
- Juvenile Justice Cases	12
Number of Cases Analyzed	72

18 plus population

There were eight cases noted as youth in the agency's Young Adult Voluntary Foster Care (YAVFC) program that were in the sample. There were a total of four cases of youth who were born in 1994 and were 20 during the report period. In these cases the complete file was not sent to the state office and so some of the removal information could not be verified.

In five of the cases, the response for whether the youth is receiving title IV-E foster care (element #59) was "does not apply." In one case, the reviewer was able to determine the youth was receiving title IV-E. In the others, it is not clear if title IV-E was not applicable or if there is an issue with how this element is being reported. In one case, the youth turned 18 in the report period and the case was reported as still being open. In two cases, a discharge date was reported in element 56.

Case File Summary Report
State: Michigan

Element 5, date of the most recent periodic review:

In one error case, the reviewer found a later date than the one reported in the AFCARS file. In another error case, the field was blank. The date of removal reported in AFCARS was in 2012.

In five error cases, the date reported for this report period occurred after March 31, 2015. Note this issue was also found for the dates of the termination of parental rights. In one error case, the date reported was eight months prior to the end of the report period.

Additionally, there were discrepancies noted by the reviewers in the use of the date the court order was signed by a Referee versus a judge. There was also some discrepancy between using the signature date of these two individuals versus the hearing date. In some instances, the signature date was up to a month after the hearing. The same issue was found with the discharge dates. While the records were not marked as errors in the post-site analysis, it is an issue that the agency needs to address and ensure consistent use of the date and to work with the courts on signing the orders in a timely manner.

Removal Episode – elements 18 - 21

There were several errors in the removal history. In one case noted as questionable, the date reported in FC18 occurred when the youth was 19 and the date reported in FC21 was six months later (and after the youth turned 20). Because the history files were not provided, it is not clear if the youth had left foster care and returned. Or, if there was some other reason that title IV-E did not apply.

Circumstances associated with removal (foster care elements #26 – 40)

In all but two of the elements, the reviewers found errors. The majority of the errors were due to the item not being selected as a condition that contributed to the child's removal from home.

There were four cases in which all of the elements 26-40 indicated “does not apply.”

Case Plan Goal – element 43

There were six errors for the current case plan goal (element 43). In five of the error cases, the response should have been “emancipation” instead of “not yet established.” In the other error case, the response should have been “emancipation” instead of “long-term foster care.”

Caretaker Family Structure – element 44

For four of the cases, the response for “caretaker family structure” was reported as “unable to determine.” The response should have been either “single male” or “single female.” Additionally, a year of birth should have been reported in FC45.

Dates of discharge and reason for discharge (elements 56 and 58)

As noted above, there was one youth who turned 18 in the report period and FC59 indicated “does not apply.” The youth should have been reported as of their 18th birthday if they were actually not receiving title IV-E. In one case, the youth turned 21 during the period and was correctly reported as discharged as of their 21st birthday. However, the discharge reason was

**Case File Summary Report
State: Michigan**

incorrectly reported as “not applicable.” There was one other record where a date was reported in FC56 but FC58 indicated “not applicable.”

Adoption

Number of Cases in Sample	30
Number of Cases Reviewed	30
Number of Cases in Analyzed	30

For elements 9 and 10, the title IV-E agency determined that the child has special needs and the basis for special needs. In 24 cases, the response reported for element 9 was “no” and element #10 indicated “not applicable.” In each case, there was a subsidy amount reported in element #35. In 18 of the error records, the AFCARS data indicates that there is title IV-E adoption assistance (element #37). In five of the 24 cases, the reviewer could not verify the information in elements 35 - 37 because the information was not in the case file sent to the office. In two of these though, the reviewer found a basis for special needs. For element 10, of the 24 records reported as “not applicable” the reviewers were not able to verify the information in elements 35, 36, or 37. Consequently, the records are marked as questionable. There were 17 records that the reviewers were able to determine at least one factor of special needs. In one error case, the response should have been “medical conditions or mental, physical or emotional disabilities” instead of “other.” In one error case, the response should have been “sibling group” instead of “other.”

Elements 11 - 15

There does appear to be some records in which the primary basis was “medical conditions or mental, physical or emotional disabilities.”

AFCARS Assessment Review Case File Findings: Foster Care Elements
State: Michigan - Child Welfare Cases
Report Period Reviewed: October 1, 2014 - March 31, 2015

Data Element	Data In AFCARS Matches Case File	Data In AFCARS Does Not Match Paper File	Not Found	Questionable	Notes
5. Date of Most Recent Periodic Review (if applicable)	40	12	0	0	Note there were comments regarding referee signature vs judge and hearing vs signed date. In five error cases, the date reported for this report period occurred after March 31, 2015. In one error case, the date reported was eight months prior to the end of the report period. In four error cases, the reviewer noted the review was later than the one reported. In two error cases, the reviewer found that the date was incorrect and the review date was earlier.
6. Date of Birth	52	0	0	0	
7. Sex 1 = Male 2 = Female	52	0	0	0	
8. Child's Race 0=No 1=Yes 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	51	1	0	0	In the error case, the reviewer found an additional race that should have been reported - Black or African American.
9. Child's Hispanic or Latino Ethnicity	44	8	0	0	In the error cases, the response should have been "no" instead of "unable to determine."

AFCARS Assessment Review Case File Findings: Foster Care Elements
State: Michigan - Child Welfare Cases
Report Period Reviewed: October 1, 2014 - March 31, 2015

Data Element	Data In AFCARS Matches Case File	Data In AFCARS Does Not Match Paper File	Not Found	Questionable	Notes
1 = Yes 2 = No 3 = Unable to Determine					
10. Has the Child Been Clinically Diagnosed with a Disability(ies)? 1 = Yes 2 = No 3 = Not Yet Determined	40	12	0	0	In the error cases, the response should have been "yes" instead of "no."
11. Mental Retardation 0 = Condition Does Not Apply 1 = Condition Applies	52	0	0	0	
12. Visually or Hearing Impaired 0 = Condition Does Not Apply 1 = Condition Applies	52	0	0	0	
13. Physically Disabled (Child) 0 = Condition Does Not Apply 1 = Condition Applies	52	0	0	0	
14. Emotionally Disturbed (DSM-IV)	41	11	0	0	In the error cases, the response should have been "applies" instead of "does not apply." In one of the cases, this was an additional category.
15. Other Medically Diagnosed Conditions Requiring Special Care 0 = Condition Does Not Apply 1 = Condition Applies	48	4	0	0	In the error cases, the response should have been "applies" instead of "does not apply."
16. Has this Child Ever Been Adopted?	52	0	0	0	

AFCARS Assessment Review Case File Findings: Foster Care Elements
State: Michigan - Child Welfare Cases
Report Period Reviewed: October 1, 2014 - March 31, 2015

Data Element	Data In AFCARS Matches Case File	Data In AFCARS Does Not Match Paper File	Not Found	Questionable	Notes
1 = Yes 2 = No 3 = Unable to Determine					
17. If Yes, How Old was the Child when Adoption was Legalized? 0 = Not Applicable 1=less than 2 years old 2=2-5 years old 3=6 to 12 years old 4=13 years or older 5 = Unable to Determine	52	0	0	0	
18. Date of First Removal from Home	43	8	1	0	<p>There are four error cases that the file indicated the child had a prior removal episode but it was not entered into the system (conversion).</p> <p>There are three error cases that the child's first placement was a hospital and the date reported was the court order date and not the date the child was placed in a foster care setting.</p> <p>There was one error case in which the child had previously been in foster care in the State's system and adopted. The date of this first episode was not reported for this element.</p>
19. Total Number of Removals from Home To Date	47	4	1	0	<p>There are three error cases that the file indicated the child had a prior removal episode but it was not entered into the system (conversion).</p> <p>There was one error case in which the child had previously been in foster care in the State's system and adopted and this episode was not included in the number of episodes reported for this element.</p>

AFCARS Assessment Review Case File Findings: Foster Care Elements
State: Michigan - Child Welfare Cases
Report Period Reviewed: October 1, 2014 - March 31, 2015

Data Element	Data In AFCARS Matches Case File	Data In AFCARS Does Not Match Paper File	Not Found	Questionable	Notes
20. Date Child was Discharged from Last Foster Care Episode	48	3	1	0	<p>There are two error cases that the file indicated the child had a prior removal episode but it was not entered into the system (conversion).</p> <p>There was one error case in which the child had previously been in foster care in the State's system and adopted. The discharge date of this episode was not reported for this element.</p>
21. Date of Latest Removal from Home	47	5	0	0	<p>There are one error cases that the child's began prior to the date reported (conversion).</p> <p>There are three error cases that the child's first placement was a hospital and the date reported was the court order date and not the date the child was placed in a foster care setting.</p> <p>There is one error case that the child's first placement was a detention facility and the date reported was the court order date and not the date the child was placed in a foster care setting.</p>
23. Date of Placement in Current Foster Care Setting	35	17	0	0	<p>In one error case the wrong date was reported. There was a second placement that was not reported.</p> <p>In 13 error cases, the date was wrong but it is not clear what the date represented. It appears to be a change in status of the foster home and/or move from one "cottage" to another on the same campus. In the majority of these error cases, the placement count was correct.</p> <p>In two error cases, the date was incorrect because the child was placed with the non-custodial father. There were errors in other elements.</p>

AFCARS Assessment Review Case File Findings: Foster Care Elements
State: Michigan - Child Welfare Cases
Report Period Reviewed: October 1, 2014 - March 31, 2015

Data Element	Data In AFCARS Matches Case File	Data In AFCARS Does Not Match Paper File	Not Found	Questionable	Notes
					In one error case, the youth turned 18 prior to this report period, and FC59 indicated "does not apply." The date should have been the setting the child was in at the time he turned 18.
24. Number of Previous Placement Settings During this Removal Episode	39	13	0	0	In four error cases, there were more placements than what was reported. In nine error cases, there was fewer placements than what was reported. In one of these cases, the child was in the hospital for six days and it was included in the count. In two cases, the first setting of hospital and detention was included the count. A couple of the errors may have been related to a change in status or moves on the same campus.
25. Manner of Removal from Home for Current Removal Episode 1 = Voluntary 2 = Court Ordered 3 = Not Yet Determined	52	0	0	0	
26. Physical Abuse (alleged/reported)	47	5	0	0	In four error cases, the response should have been "applies" instead of "does not apply." In one error case, the response should have been "does not apply" instead of "condition does apply."
27. Sexual Abuse (alleged/reported)	49	3	0	0	The responses should have been "applies" instead of "does not apply."
28. Neglect (alleged/reported)	49	3	0	0	The responses should have been "applies" instead of "does not apply."
29. Alcohol Abuse (parent)	50	2	0	0	The responses should have been "applies" instead of "does not apply."
30. Drug Abuse (parent)	44	8	0	0	The responses should have been "applies" instead of "does not apply."

AFCARS Assessment Review Case File Findings: Foster Care Elements
State: Michigan - Child Welfare Cases
Report Period Reviewed: October 1, 2014 - March 31, 2015

Data Element	Data In AFCARS Matches Case File	Data In AFCARS Does Not Match Paper File	Not Found	Questionable	Notes
31. Alcohol Abuse (child)	52	0	0	0	
32. Drug Abuse (child)	50	2	0	0	The responses should have been "does not apply" instead of "apply."
33. Child's Disability	52	0	0	0	
34. Child's Behavior Problem	52	0	0	0	
35. Death of Parent(s)	51	1	0	0	The response should have been "applies" instead of "does not apply."
36. Incarceration of Parent(s)	49	3	0	0	The responses should have been "applies" instead of "does not apply."
37. Caretaker's Inability to Cope Due to Illness or Other Reason	49	3	0	0	The responses should have been "applies" instead of "does not apply."
38. Abandonment	50	2	0	0	The responses should have been "applies" instead of "does not apply."
39. Relinquishment	52	0	0	0	
40. Inadequate Housing	43	9	0	0	The responses should have been "applies" instead of "does not apply."
41. Current Placement Setting 1 = Pre-Adoptive Home 2 = Foster Family Home (Relative) 3 = Foster Family Home (Non-Relative) 4 = Group Home 5 = Institution 6 = Supervised Independent Living 7 = Runaway 8 = Trial Home Visit	42	6	0	0	In one error case, the response should have been "pre-adoptive home" instead of "family foster home, relative." In two error case, the response should have been "family foster home, relative" instead of "family foster home, non-relative." In one error case the field was blank but the reviewer found the child's placement was "institution." In two error cases, the response should have been "Foster Family Home (Relative)" instead of "trial home visit."

AFCARS Assessment Review Case File Findings: Foster Care Elements
State: Michigan - Child Welfare Cases
Report Period Reviewed: October 1, 2014 - March 31, 2015

Data Element	Data In AFCARS Matches Case File	Data In AFCARS Does Not Match Paper File	Not Found	Questionable	Notes
42. Is Current Placement Setting Outside of the State or Tribal Service Area? 1 = yes 2 = no	52	0	0	0	
43. Most Recent Case Plan Goal 1 = Reunify with Parent(s) or Principal caretaker(s) 2 = Live with Other Relative(s) 3 = Adoption 4 = Long-term Foster Care 5 = Emancipation 6 = Guardianship 7 = Case Plan Goal Not Yet Established	12	30	0	0	In 29 error cases the response was "not yet established." In each case the child had been in foster care more than 60 days. In a couple of cases the child had been in care for 2.5 years and in one case the child had been in foster care since 2009. The goals were: <ul style="list-style-type: none"> - Adoption (8) - Emancipation (1) - Guardianship (2) - Live with other relative(s) (1) - Reunification (17). In one error case, the goal should have been "live with other relative(s)" instead of "reunification."
44. Caretaker Family Structure 1 = Married Couple 2 = Unmarried Couple 3 = Single Female 4 = Single Male 5 = Unable to Determine	49	3	0	0	In the error cases the response should have been "unmarried couple" instead of "single female."
45. Year of Birth (1 st Principal Caretaker)	51	1	0	0	A wrong year was reported.
46. Year of Birth (2 nd Principal Caretaker - if applicable)	49	3	0	0	In the error cases, the field was reported blank but reviewer found a year of birth.
47. Date of Mother's Parental Rights Termination (if applicable)	49	3	0	0	The fields were blank but the reviewer found a TPR date.

AFCARS Assessment Review Case File Findings: Foster Care Elements
State: Michigan - Child Welfare Cases
Report Period Reviewed: October 1, 2014 - March 31, 2015

Data Element	Data In AFCARS Matches Case File	Data In AFCARS Does Not Match Paper File	Not Found	Questionable	Notes
					In one error case, the date reported was one that was after the report period.
48. Date of Legal or Putative Father's Parental Rights Termination (if applicable)	51	1	0	0	In the error case, the date reported was one that was after the report period.
49. Foster Family Structure 0=Not Applicable 1 = Married Couple 2 = Unmarried Couple 3 = Single Female 4 = Single Male	43	9	0	0	In three error cases, the response should have been "unmarried couple" instead of "single female." In four error cases, the response should have been "married couple" instead of "single female." In two error cases, the response should have been "single female" instead of "not applicable."
50. Year of Birth (1 st Foster Caretaker)	44	2	6	0	In the error cases, the field was reported as blank but there should have been a date. The information in FC49 was incorrect.
51. Year of Birth (2 nd Foster Caretaker)	41	7	4	0	In one error case, the wrong year was entered/reported. In six error cases, the field was blank but the reviewer found a year of birth.
52. Race of 1 st Foster Caretaker 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	23	20	9	0	In two error cases, the fields were reported as "no" but there should have been a race reported. The information in FC49 was incorrect. In one error case, the races were all reported as "no" but "black or African American" should have been "yes." In 14 error cases, these fields were reported as "no" instead of blank when the child was placed in a non-foster home setting.

AFCARS Assessment Review Case File Findings: Foster Care Elements
State: Michigan - Child Welfare Cases
Report Period Reviewed: October 1, 2014 - March 31, 2015

Data Element	Data In AFCARS Matches Case File	Data In AFCARS Does Not Match Paper File	Not Found	Questionable	Notes
					In three error cases, all the fields indicated "no" but the child was placed with a single foster parent; a relative.
53. Hispanic or Latino Ethnicity of 1 st Foster Caretaker 0 = Not Applicable 1 = Yes 2 = No 3 = Unable to Determine	21	22	9	0	In 19 error cases, the response should have been "no" instead of "unable to determine." In three error cases, there should have been a response other than "not applicable" because FC49 was incorrect.
54. Race of 2 nd Foster Caretaker (if applicable) a. American Indian or Alaska Native b. Asian c. Black or African American d. Native Hawaiian or Other Pacific Islander e. White f. Unable to Determine	13	30	9	0	In 14 error cases, the fields should have been blank because the foster parent was single. "No" was reported instead for these fields. In 14 error cases, these fields were reported as "no" instead of blank when the child was placed in a non-foster home setting. In one error case, the response for "white" should have been "yes." Instead, "unable to determine" was incorrectly reported as "yes." In one error case, "Black or African American" was reported as "yes" but the foster parent was single and these fields should have been blank.
55. Hispanic or Latino Ethnicity of 2 nd Foster Caretaker (if applicable) 0 = Not Applicable 1 = Yes 2 = No 3 = Unable to Determine	30	13	9	0	In 11 error cases, the response should have been "no" instead of "unable to determine." In two error cases, the response should have been "no" instead of "not applicable."
56. Date of Discharge from Foster	49	3	0	0	In one error case, the date the agency's

AFCARS Assessment Review Case File Findings: Foster Care Elements
State: Michigan - Child Welfare Cases
Report Period Reviewed: October 1, 2014 - March 31, 2015

Data Element	Data In AFCARS Matches Case File	Data In AFCARS Does Not Match Paper File	Not Found	Questionable	Notes
Care					responsibility for placement and care was dismissed is earlier than what was reported. In one error case, the response should have been a date instead of being blank. In one error case, a date was reported but it was incorrect. The youth turned 18 in the prior period and FC59 indicated "does not apply."
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	49	3	0	0	There were three records reported as "not applicable" but should have had a discharge reason. Two of the error cases had a date in FC56. The outcomes were adoption, emancipation, and guardianship.
59. Title IV-E (Foster Care) 0-Does not apply 1-Applies	Not verified	2	0	1	In one error case, the response should have been "does not apply" instead of "applies." The child was not in a reimbursable setting for the full six month period. In one error case, the response should have been "applies" instead of "does not apply."
60. Title IV-E (Adoption Assistance) 0-Does not apply 1-Applies	Not verified		0	1	
61. Title IV-A 0-Does not apply	Not verified		0	0	

AFCARS Assessment Review Case File Findings: Foster Care Elements
State: Michigan - Child Welfare Cases
Report Period Reviewed: October 1, 2014 - March 31, 2015

Data Element	Data In AFCARS Matches Case File	Data In AFCARS Does Not Match Paper File	Not Found	Questionable	Notes
1-Applies					
62. Title IV-D (Child Support) 0-Does not apply 1-Applies	Not verified		0	0	
63. Title XIX (Medicaid) 0-Does not apply 1-Applies	Not verified		0	0	
64. SSI or Other Social Security Benefits 0-Does not apply 1-Applies	Not verified	2	0	0	In the error cases, the response should have been "applies" instead of "does not apply."
65. None of the Above 0-Does not apply 1-Applies	Not verified		0	0	
66. Amount of Monthly Foster Care Payment	Not verified	1	0	0	In one error case, no payments were made but an amount was reported. There was one case that zeroes were reported for this element but FC59 indicated "applies."

AFCARS Assessment Review Case File Findings: Adoption Elements
State: Michigan
Report Period Reviewed: October 1, 2014 - March 31, 2015

Data Element	Data In AFCARS Matches Case File	Data In AFCARS Does Not Match Paper File	Not Found	Questionable	Notes
5. Child's Date of Birth	30	0	0	0	
6. Sex 1=Male 2=Female	30	0	0	0	
7. Child's Race 0=No 1=Yes 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	30	0	0	0	
8. Child's Hispanic or Latino Ethnicity 1=Yes 2=No 3=Unable to determine	24	6	0	0	In five error cases, the response should have been "no" instead of "unable to determine." In one error case, the response should have been "yes" instead of "no."
9. Has the title IV-E agency determined that the child has special needs? 1=Yes 2=No	6	21	0	3	In 24 cases the response reported for this element was "no" and element #10 indicated "not applicable." In each case, there was a subsidy amount reported in element #35. In 18 of the records, the AFCARS data indicates that there is title IV-E adoption assistance (element #37). In five of the 24 cases, the reviewer could not verify the information in elements 35 - 37 because the information was not in the case file sent to the office. In two of these though, the reviewer found a basis for special needs.

AFCARS Assessment Review Case File Findings: Adoption Elements
State: Michigan
Report Period Reviewed: October 1, 2014 - March 31, 2015

Data Element	Data In AFCARS Matches Case File	Data In AFCARS Does Not Match Paper File	Not Found	Questionable	Notes
10. Primary Factor or Condition for Special Needs 0=Not applicable 1=Racial/Ethnic Background 2=Age 3=Membership in a Sibling Group 4=Medical conditions or Mental, Physical or Emotional Disabilities 5=Other	4	19	4	3	See the note in element 9. Of the 24 records reported as “not applicable” the reviewers were not able to verify the information in elements 35 - 37 so the records are marked as questionable. There were 17 records that the reviewers were able to determine at least one factor of special needs. In one error case, the response should have been “medical conditions or mental, physical or emotional disabilities” instead of “other.” In one error case, the response should have been “sibling group” instead of “other.”
11. Type of Disability-Mental Retardation	6	0	0	24	There does appear to be some records in which the primary basis was “medical conditions or mental, physical or emotional disabilities.” But due to the level of errors these elements are not being assessed.
12. Type of Disability-Visually or Hearing Impaired	6	0	0	24	
13. Type of Disability-Physically Disabled	6	0	0	24	
14. Type of Disability-Emotionally Disturbed	6	0	0	24	
15. Type of Disability-Other Medically Diagnosed Condition Requiring Special Care	6	0	0	24	
16. Mother's Year of Birth	26	4	0	0	In two error cases the AFCARS field was blank but the reviewer found a year of birth. Note that a year of birth was reported for element 17. In two error cases, the wrong year was reported.

AFCARS Assessment Review Case File Findings: Adoption Elements
State: Michigan
Report Period Reviewed: October 1, 2014 - March 31, 2015

Data Element	Data In AFCARS Matches Case File	Data In AFCARS Does Not Match Paper File	Not Found	Questionable	Notes
17. Father's Year of Birth	25	5	0	0	In four error cases the AFCARS field was blank but the reviewer found a year of birth. In one error case, the wrong year was reported.
18. Was the Mother married at the time of the child's birth? 1=Yes 2=No 3-Unable to determine	26	4	0	0	In the error cases the response reported was "unable to determine." The reviewers found information. In three of the cases the response should have been "no" and in one "yes."
19. Date of Mother's Termination of Parental Rights	19	11	0	0	In one error case, this field was blank but the reviewer found a date. In the remaining error cases, there was a discrepancy from one day up to six months between what was reported and what the reviewers noted.
20. Date of Father's Termination of Parental Rights	18	12	0	0	In three error cases, this field was blank but the reviewer found a date. In one error case, the reviewer noted a deceased date instead of the date reported in the AFCARS file. In the remaining error cases, there was a discrepancy from one day up to six months between what was reported and what the reviewers noted.
21. Date Adoption Legalized	27	3	0	0	In two error cases, the date noted by the reviewer was earlier than the date reported to AFCARS. In one error case, the date noted by the reviewer was a day later than the one reported to AFCARS.
22. Adoptive Parents' Family Structure	24	5	1	0	In four error cases, the response should have been "married couple" instead of "unmarried couple."

AFCARS Assessment Review Case File Findings: Adoption Elements
State: Michigan
Report Period Reviewed: October 1, 2014 - March 31, 2015

Data Element	Data In AFCARS Matches Case File	Data In AFCARS Does Not Match Paper File	Not Found	Questionable	Notes
1=Married couple 2=Unmarried couple 3=Single female 4=Single male					In one error case, the response should have been "married couple" instead of "single male."
23. Adoptive Mother's Year of Birth	29	0	1	0	
24. Adoptive Father's Year of Birth	29	0	1	0	
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	27	1	2	0	In the error case a race should have been reported because the child was adopted by a married couple and not a single male. All fields indicated "no."
26. Adoptive Mother's Hispanic Origin 0=Not Applicable 1=Yes 2=No 3=Unable to determine	4	24	2	0	In the error cases the response should have been "no" instead of "unable to determine."
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	23	5	2	0	In one error case a race should have been reported. All fields indicated "no." In four error cases, the adoptive parent was a single female and the race fields should have been blank instead of indicating "no."
28. Adoptive Father's Hispanic Origin	2	26	2	0	In four error cases, the response should have been "not applicable" instead of "unable to determine."

AFCARS Assessment Review Case File Findings: Adoption Elements
State: Michigan
Report Period Reviewed: October 1, 2014 - March 31, 2015

Data Element	Data In AFCARS Matches Case File	Data In AFCARS Does Not Match Paper File	Not Found	Questionable	Notes
0=Not Applicable 1=Yes 2=No 3=Unable to determine					In one error case, the response should have been "no" instead of "unable to determine." In 21 error cases, the response should have been "no" instead of "unable to determine."
29. Relationship to Adoptive Parent-Stepparent 0=Does not apply 1=Yes, Applies	30	0	0	0	
30. Relationship to Adoptive Parent - Other Relative 0=Does not apply 1=Yes, Applies	23	7	0	0	In the error cases the response should have been "applies" instead of "does not apply."
31. Relationship to Adoptive Parent - Foster Parent 0=Does not apply 1=Yes, Applies	3	27	0	0	In the error cases the response should have been "applies" instead of "does not apply."
32. Relationship to Adoptive Parent - Other Non-relative 0=Does not apply 1=Yes, Applies	26	4	0	0	In the error cases the response should have been "does not apply" instead of "applies." In each case "other relative" should have been selected.
33. Child was placed from 1=Within State or Tribal Service Area 2=Another State or Tribal Service Area 3=Another Country	30	0	0	0	
34. Child was placed by 1=Public agency 2=Private agency	30	0	0	0	

AFCARS Assessment Review Case File Findings: Adoption Elements
State: Michigan
Report Period Reviewed: October 1, 2014 - March 31, 2015

Data Element	Data In AFCARS Matches Case File	Data In AFCARS Does Not Match Paper File	Not Found	Questionable	Notes
3=Tribal Agency 4=Independent person 5=Birth parent					
35. Is the Child Receiving a Monthly Subsidy? 1=Yes 2=No	25	0	5	0	
36. Monthly Amount	20	5	5	0	The reviewers noted a different amount, generally more, than what was reported.
37. Is the Child receiving a title IV-E adoption subsidy? 1=Yes 2=No	25	0	5	0	

AFCARS Assessment Review Case File Findings: Foster Care Elements
State: Michigan - Juvenile Justice
Report Period Reviewed: October 1, 2014 - March 31, 2015

Data Element	Data In AFCARS Matches Case File	Data In AFCARS Does Not Match Paper File	Not Found	Questionable	Notes
5. Date of Most Recent Periodic Review (if applicable)	6	6	0	0	The reviewers found a later date than the one reported in the AFCARS file.
6. Date of Birth	12	0	0	0	
7. Sex 1 = Male 2 = Female	12	0	0	0	
8. Child's Race 0=No 1=Yes 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	10	2	0	0	In one error record, an additional race was found that was not reported. In one error case, the response should have been "Black or African American" instead of all categories indicating "no."
9. Child's Hispanic or Latino Ethnicity 1 = Yes 2 = No 3 = Unable to Determine	11	1	0	0	In the error case, the response should have been "yes" instead of "unable to determine."
10. Has the Child Been Clinically Diagnosed with a Disability(ies)? 1 = Yes 2 = No 3 = Not Yet Determined	4	8	0	0	In the error cases the response should have been "yes" instead of "no."
11. Mental Retardation	10	2	0	0	In the error cases the response should have been "applies" instead of "does not apply."

AFCARS Assessment Review Case File Findings: Foster Care Elements
State: Michigan - Juvenile Justice
Report Period Reviewed: October 1, 2014 - March 31, 2015

Data Element	Data In AFCARS Matches Case File	Data In AFCARS Does Not Match Paper File	Not Found	Questionable	Notes
0 = Condition Does Not Apply 1 = Condition Applies					
12. Visually or Hearing Impaired 0 = Condition Does Not Apply 1 = Condition Applies	12	0	0	0	
13. Physically Disabled (Child) 0 = Condition Does Not Apply 1 = Condition Applies	12	0	0	0	
14. Emotionally Disturbed (DSM-IV)	3	9	0	0	In the error cases the response should have been "applies" instead of "does not apply."
15. Other Medically Diagnosed Conditions Requiring Special Care 0 = Condition Does Not Apply 1 = Condition Applies	11	1	0	0	In the error case the response should have been "does not apply" instead of "applies."
16. Has this Child Ever Been Adopted? 1 = Yes 2 = No 3 = Unable to Determine	12	0	0	0	
17. If Yes, How Old was the Child when Adoption was Legalized? 0 = Not Applicable 1=less than 2 years old 2=2-5 years old 3=6 to 12 years old 4=13 years or older 5 = Unable to Determine	12	0	0	0	

AFCARS Assessment Review Case File Findings: Foster Care Elements
State: Michigan - Juvenile Justice
Report Period Reviewed: October 1, 2014 - March 31, 2015

Data Element	Data In AFCARS Matches Case File	Data In AFCARS Does Not Match Paper File	Not Found	Questionable	Notes
18. Date of First Removal from Home	8	4	0	0	In the error cases the date of removal was incorrect because the child was first located in a detention facility and this was the date reported to AFCARS.
19. Total Number of Removals from Home To Date	12	0	0	0	
20. Date Child was Discharged from Last Foster Care Episode	10	2	0	0	In one error case, the incorrect date from the prior episode was reported; the child returned to his home but this was not the date reported in the AFCARS file. In one error case the number of removals reported (correctly) was two but this element was blank.
21. Date of Latest Removal from Home	7	5	0	0	In the error cases the date of removal was incorrect because the child was first located in a detention facility and this was the date reported to AFCARS.
23. Date of Placement in Current Foster Care Setting	7	5	0	0	There were three cases in error because the date of removal was incorrect due to the initial placement being in a detention facility. One error case reflected the date the child was placed back home. This should have been reported as a discharge date. In one error case the child had additional placements after the one reported in the AFCARS file.
24. Number of Previous Placement Settings During this Removal Episode	7	5	0	0	There were three cases in error because the number of placements incorrectly included the initial placement being in a detention facility (the actual number was less that what was reported). In two error cases there were more placements

AFCARS Assessment Review Case File Findings: Foster Care Elements
State: Michigan - Juvenile Justice
Report Period Reviewed: October 1, 2014 - March 31, 2015

Data Element	Data In AFCARS Matches Case File	Data In AFCARS Does Not Match Paper File	Not Found	Questionable	Notes
					than what was reported in the AFCARS file.
25. Manner of Removal from Home for Current Removal Episode 1 = Voluntary 2 = Court Ordered 3 = Not Yet Determined	12	0	0	0	
26. Physical Abuse (alleged/reported)	12	0	0	0	
27. Sexual Abuse (alleged/reported)	12	0	0	0	
28. Neglect (alleged/reported)	12	0	0	0	
29. Alcohol Abuse (parent)	12	0	0	0	
30. Drug Abuse (parent)	12	0	0	0	
31. Alcohol Abuse (child)	12	0	0	0	
32. Drug Abuse (child)	10	2	0	0	The response should have been "applies" instead of "does not apply."
33. Child's Disability	12	0	0	0	
34. Child's Behavior Problem	12	0	0	0	
35. Death of Parent(s)	12	0	0	0	
36. Incarceration of Parent(s)	12	0	0	0	
37. Caretaker's Inability to Cope Due to Illness or Other Reason	12	0	0	0	
38. Abandonment	12	0	0	0	
39. Relinquishment	12	0	0	0	
40. Inadequate Housing	12	0	0	0	
41. Current Placement Setting 1 = Pre-Adoptive Home	10	2	0	0	In the error cases the living arrangement reported was "trial home visit." It should have been "institution."

AFCARS Assessment Review Case File Findings: Foster Care Elements
State: Michigan - Juvenile Justice
Report Period Reviewed: October 1, 2014 - March 31, 2015

Data Element	Data In AFCARS Matches Case File	Data In AFCARS Does Not Match Paper File	Not Found	Questionable	Notes
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					
42. Is Current Placement Setting Outside of the State or Tribal Service Area? 1 = yes 2 = no	12	0	0	0	
43. Most Recent Case Plan Goal 1 = Reunify with Parent(s) or Principal caretaker(s) 2 = Live with Other Relative(s) 3 = Adoption 4 = Long-term Foster Care 5 = Emancipation 6 = Guardianship 7 = Case Plan Goal Not Yet Established	4	8	0	0	In one error case the response should have been "live with other relative(s)" instead of "reunification." In seven error cases the response reported was "not yet established." In each case, the response should have been "reunification."
44. Caretaker Family Structure 1 = Married Couple 2 = Unmarried Couple 3 = Single Female 4 = Single Male 5 = Unable to Determine	12	0	0	0	

AFCARS Assessment Review Case File Findings: Foster Care Elements
State: Michigan - Juvenile Justice
Report Period Reviewed: October 1, 2014 - March 31, 2015

Data Element	Data In AFCARS Matches Case File	Data In AFCARS Does Not Match Paper File	Not Found	Questionable	Notes
45. Year of Birth (1 st Principal Caretaker)	9	3	0	0	In the error cases the wrong year was reported.
46. Year of Birth (2 nd Principal Caretaker - if applicable)	11	1	0	0	A wrong year was reported.
47. Date of Mother's Parental Rights Termination (if applicable)	12	0	0	0	
48. Date of Legal or Putative Father's Parental Rights Termination (if applicable)	12	0	0	0	
49. Foster Family Structure 0=Not Applicable 1 = Married Couple 2 = Unmarried Couple 3 = Single Female 4 = Single Male	12	0	0	0	
50. Year of Birth (1 st Foster Caretaker)	12	0	0	0	
51. Year of Birth (2 nd Foster Caretaker)	12	0	0	0	
52. Race of 1 st Foster Caretaker 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	0	12	0	0	Instead of being blank, "no" was reported for each category.
53. Hispanic or Latino Ethnicity of 1 st Foster Caretaker	12	0	0	0	

AFCARS Assessment Review Case File Findings: Foster Care Elements
State: Michigan - Juvenile Justice
Report Period Reviewed: October 1, 2014 - March 31, 2015

Data Element	Data In AFCARS Matches Case File	Data In AFCARS Does Not Match Paper File	Not Found	Questionable	Notes
0 = Not Applicable 1 = Yes 2 = No 3 = Unable to Determine					
54. Race of 2 nd Foster Caretaker (if applicable) a. American Indian or Alaska Native b. Asian c. Black or African American d. Native Hawaiian or Other Pacific Islander e. White f. Unable to Determine	0	12	0	0	Instead of being blank, "no" was reported for each category.
55. Hispanic or Latino Ethnicity of 2 nd Foster Caretaker (if applicable) 0 = Not Applicable 1 = Yes 2 = No 3 = Unable to Determine	12	0	0	0	
56. Date of Discharge from Foster Care	9	3	0	0	In two error cases the child was incorrectly reported as being on a "trial home visit" instead of discharged from foster care. In one error case the date the child returned home was not reported correctly.
58. Reason for Discharge 0 = Not Applicable 1 = Reunification with Parent(s) or Primary Caretaker(s)	10	2	0	0	In two error cases the child was incorrectly reported as being on a "trial home visit" instead of discharged from foster care. The discharge reason should have been "reunification."

AFCARS Assessment Review Case File Findings: Foster Care Elements
State: Michigan - Juvenile Justice
Report Period Reviewed: October 1, 2014 - March 31, 2015

Data Element	Data In AFCARS Matches Case File	Data In AFCARS Does Not Match Paper File	Not Found	Questionable	Notes
2 = Living with Other Relative(s) 3 = Adoption 4 = Emancipation 5 = Guardianship 6 = Transfer to Another Agency 7 = Runaway 8 = Death of Child					
59. Title IV-E (Foster Care) 0-Does not apply 1-Applies	0	12	0	0	In every case reviewed, the response to this element in AFCARS was "does not apply." In one case, the reviewer noted that it should have been "applies."
60. Title IV-E (Adoption Assistance) 0-Does not apply 1-Applies	12	0	0	0	
61. Title IV-A 0-Does not apply 1-Applies	12	0	0	0	
62. Title IV-D (Child Support) 0-Does not apply 1-Applies	12	0	0	0	
63. Title XIX (Medicaid) 0-Does not apply 1-Applies	12	0	0	0	
64. SSI or Other Social Security Benefits 0-Does not apply 1-Applies	12	0	0	0	

AFCARS Assessment Review Case File Findings: Foster Care Elements
State: Michigan - Juvenile Justice
Report Period Reviewed: October 1, 2014 - March 31, 2015

Data Element	Data In AFCARS Matches Case File	Data In AFCARS Does Not Match Paper File	Not Found	Questionable	Notes
65. None of the Above 0-Does not apply 1-Applies	2	10	0	0	See notes in FC59. There were two cases reported as Medicaid applying.
66. Amount of Monthly Foster Care Payment	0	0	0	12	All cases indicated zero amount.

AFCARS Assessment Review Case File Findings: Foster Care Elements
State: Michigan 18 + Youth (8 cases)

Data Element	Data In AFCARS Matches Case File	Data In AFCARS Does Not Match Paper File	Not Found	Questionable	Notes
5. Date of Most Recent Periodic Review (if applicable)	6	2	0	0	The reviewer found a later date than the one reported in the AFCARS file. The date reported was older than 6 months. In one record this field was blank. The year of birth is 1994 and the date of removal reported in AFCARS was in 2012.
6. Date of Birth	8	0	0	0	
7. Sex 1 = Male 2 = Female	7	0	0	0	
8. Child's Race 0=No 1=Yes 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	7	0	0	0	
9. Child's Hispanic or Latino Ethnicity 1 = Yes 2 = No 3 = Unable to Determine	7	0	0	0	
10. Has the Child Been Clinically Diagnosed with a Disability(ies)? 1 = Yes 2 = No	4	4	0	0	In three of the error cases, the response should have been "yes" instead of "no." In one error case, the response should have been "no" instead of "yes."

AFCARS Assessment Review Case File Findings: Foster Care Elements
State: Michigan 18 + Youth (8 cases)

Data Element	Data In AFCARS Matches Case File	Data In AFCARS Does Not Match Paper File	Not Found	Questionable	Notes
3 = Not Yet Determined					
11. Mental Retardation 0 = Condition Does Not Apply 1 = Condition Applies	7	0	0	0	
12. Visually or Hearing Impaired 0 = Condition Does Not Apply 1 = Condition Applies	6	1	0	0	In the error case the response should have been "does not apply" instead of "applies."
13. Physically Disabled (Child) 0 = Condition Does Not Apply 1 = Condition Applies	6	0	0	0	
14. Emotionally Disturbed (DSM-IV)	3	4	0	0	In three of the error cases, the response should have been "applies" instead of "does not apply." In one of the cases, this was an additional category. In the error case the response should have been "does not apply" instead of "applies."
15. Other Medically Diagnosed Conditions Requiring Special Care 0 = Condition Does Not Apply 1 = Condition Applies	6	1	0	0	In the error case the response should have been "does not apply" instead of "applies."
16. Has this Child Ever Been Adopted? 1 = Yes 2 = No 3 = Unable to Determine	7	0	0	0	
17. If Yes, How Old was the Child when Adoption was Legalized? 0 = Not Applicable 1=less than 2 years old	7	0	0	0	

AFCARS Assessment Review Case File Findings: Foster Care Elements
State: Michigan 18 + Youth (8 cases)

Data Element	Data In AFCARS Matches Case File	Data In AFCARS Does Not Match Paper File	Not Found	Questionable	Notes
2=2-5 years old 3=6 to 12 years old 4=13 years or older 5 = Unable to Determine					
18. Date of First Removal from Home	3	4	0	1	<p>In three error records an earlier removal episode was identified.</p> <p>In the case noted as questionable the AFCARS file indicates three removal episodes but based on the what the reviewer found there has been one episode open since 2002. The AFCARS file has this date in FC18 but a later date in FC21. It is not clear what the date in FC21 reflects. The agency incorrectly did not report the date of the first removal episode.</p> <p>In one error case the full file was not sent for the review. However, the date reported for this element was the same date reported in FC21.</p>
19. Total Number of Removals from Home To Date	2	4	0	2	<p>In three of the error cases, the reviewer found an earlier removal episode was identified.</p> <p>In one error case the child exited foster care at 18. Two months later signed a voluntary agreement with another county for voluntary foster care while attending college.</p> <p>In one of the questionable cases the full file was not sent for the review. However, the date reported for FC18 was the same date reported in FC21. If the youth had left foster care and returned at or after their 18th birthday, then there would have been a new removal.</p>
20. Date Child was Discharged from Last Foster Care Episode	2	4	0	2	<p>In three of the records an earlier removal episode was identified.</p>

AFCARS Assessment Review Case File Findings: Foster Care Elements
State: Michigan 18 + Youth (8 cases)

Data Element	Data In AFCARS Matches Case File	Data In AFCARS Does Not Match Paper File	Not Found	Questionable	Notes
					<p>In one error case the child exited foster care at 18. Two months later signed a voluntary agreement with another county for voluntary foster care while attending college.</p> <p>In one of the questionable cases the full file was not sent for the review. However, the date reported for FC18 was the same date reported in FC21. If the youth had left foster care and returned at or after their 18th birthday, then there would have been a new removal.</p>
21. Date of Latest Removal from Home	5	0	0	3	<p>In one of the questionable cases the full file was not sent for the review. The date reported for FC21 was the same date as reported in FC18. It is likely this date reflects when a voluntary agreement was signed.</p> <p>In one questionable case the date reported in FC18 occurred when the youth was 19 and the date reported in FC21 was six months later (and after the youth turned 20). It is not clear because the history files were not provided if the youth had left foster care and returned. Or if there was some other reason that title IV-E did not apply.</p>
23. Date of Placement in Current Foster Care Setting	4	3	0	1	<p>In one case the actual placement date was one day earlier.</p> <p>In two error cases an earlier date was found for the current setting.</p> <p>In the case noted as questionable the AFCARS file indicates three removal episodes but based on the what the reviewer found there has been one episode open since 2002. The AFCARS file has this date in FC18 but a later date in FC21. It is not clear what the date in FC21 reflects.</p>

AFCARS Assessment Review Case File Findings: Foster Care Elements
State: Michigan 18 + Youth (8 cases)

Data Element	Data In AFCARS Matches Case File	Data In AFCARS Does Not Match Paper File	Not Found	Questionable	Notes
24. Number of Previous Placement Settings During this Removal Episode	5	1	1	1	In one case, there were more placements than what was reported in AFCARS.
25. Manner of Removal from Home for Current Removal Episode 1 = Voluntary 2 = Court Ordered 3 = Not Yet Determined	4	4	0	0	The error case should have a response of "voluntary" instead of "court ordered." In one case, the youth signed a voluntary agreement with another county for voluntary foster care while attending college. The date of that agreement was 8/2012.
26. Physical Abuse (alleged/reported)	4	4	0	0	In the error cases the response for all of elements 26-40 was "does not apply."
27. Sexual Abuse (alleged/reported)	4	4	0	0	
28. Neglect (alleged/reported)	4	4	0	0	
29. Alcohol Abuse (parent)	4	4	0	0	
30. Drug Abuse (parent)	4	4	0	0	
31. Alcohol Abuse (child)	4	4	0	0	
32. Drug Abuse (child)	4	4	0	0	
33. Child's Disability	4	4	0	0	
34. Child's Behavior Problem	4	4	0	0	
35. Death of Parent(s)	4	4	0	0	
36. Incarceration of Parent(s)	4	4	0	0	
37. Caretaker's Inability to Cope Due to Illness or Other Reason	4	4	0	0	
38. Abandonment	4	4	0	0	
39. Relinquishment	4	4	0	0	
40. Inadequate Housing	4	4	0	0	
41. Current Placement Setting 1 = Pre-Adoptive Home 2 = Foster Family Home (Relative) 3 = Foster Family Home (Non-	7	1	0	0	In one case the placement setting should have been "family foster home, relative" instead of "supervised independent living."

AFCARS Assessment Review Case File Findings: Foster Care Elements
State: Michigan 18 + Youth (8 cases)

Data Element	Data In AFCARS Matches Case File	Data In AFCARS Does Not Match Paper File	Not Found	Questionable	Notes
Relative) 4 = Group Home 5 = Institution 6 = Supervised Independent Living 7 = Runaway 8 = Trial Home Visit					
42. Is Current Placement Setting Outside of the State or Tribal Service Area? 1 = yes 2 = no	8	0	0	0	
43. Most Recent Case Plan Goal 1 = Reunify with Parent(s) or Principal caretaker(s) 2 = Live with Other Relative(s) 3 = Adoption 4 = Long-term Foster Care 5 = Emancipation 6 = Guardianship 7 = Case Plan Goal Not Yet Established	2	6	0	0	In five of the error cases the response should have been "emancipation" instead of "not yet established." In one error case the response should have been "emancipation" instead of "long-term foster care."
44. Caretaker Family Structure 1 = Married Couple 2 = Unmarried Couple 3 = Single Female 4 = Single Male 5 = Unable to Determine	3	4	1	0	In the error cases the response should have been either "single male" or single female instead of "unable to determine."
45. Year of Birth (1 st Principal Caretaker)	3	4	1	0	A date should have been reported instead of the field being blank.
46. Year of Birth (2 nd Principal Caretaker - if applicable)	8	0	0	0	
47. Date of Mother's Parental Rights Termination (if applicable)	8	0	0	0	

AFCARS Assessment Review Case File Findings: Foster Care Elements
State: Michigan 18 + Youth (8 cases)

Data Element	Data In AFCARS Matches Case File	Data In AFCARS Does Not Match Paper File	Not Found	Questionable	Notes
48. Date of Legal or Putative Father's Parental Rights Termination (if applicable)	8	0	0	0	
49. Foster Family Structure 0=Not Applicable 1 = Married Couple 2 = Unmarried Couple 3 = Single Female 4 = Single Male	7	1			The wrong living arrangement was reported in FC41 and so there should have been a marital status instead of "not applicable."
50. Year of Birth (1 st Foster Caretaker)	7	1	0	0	The wrong living arrangement was reported in FC41 and so there should have a date reported.
51. Year of Birth (2 nd Foster Caretaker)	7	0	0	1	
52. Race of 1 st Foster Caretaker 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	1	7	0	0	The wrong living arrangement was reported in FC41 and so there should have been race information. Instead the fields all indicate "no." In three error cases instead of being blank, "no" was reported for each category.
53. Hispanic or Latino Ethnicity of 1 st Foster Caretaker 0 = Not Applicable 1 = Yes 2 = No 3 = Unable to Determine	7	1	0	0	FC41 and so there should have been a response instead of "not applicable."
54. Race of 2 nd Foster Caretaker (if applicable) a. American Indian or Alaska Native b. Asian	1	6	0	1	In three error cases instead of being blank, "no" was reported for each category.

AFCARS Assessment Review Case File Findings: Foster Care Elements
State: Michigan 18 + Youth (8 cases)

Data Element	Data In AFCARS Matches Case File	Data In AFCARS Does Not Match Paper File	Not Found	Questionable	Notes
c. Black or African American d. Native Hawaiian or Other Pacific Islander e. White f. Unable to Determine					
55. Hispanic or Latino Ethnicity of 2 nd Foster Caretaker (if applicable) 0 = Not Applicable 1 = Yes 2 = No 3 = Unable to Determine	6	0	0	1	
56. Date of Discharge from Foster Care	6	1	0	0	In one case based on the information reported in FC59 (does not apply), the date reported was incorrect. The date should have reflected when the youth turned 18 (in 2014).
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	5	3	0	0	The youth's 21 st birthday was reported but this element incorrectly indicated "not applicable" instead of "emancipation." A date was reported in FC56 but this element indicated "not applicable."
59. Title IV-E (Foster Care) 0-Does not apply 1-Applies	3	5	0	0	In one case this element was reported as "does not apply" and the youth turned 18 in the prior report period. In one case the discharge date reflects when the child turned 19 but this element indicates "does not apply."

AFCARS Assessment Review Case File Findings: Foster Care Elements
State: Michigan 18 + Youth (8 cases)

Data Element	Data In AFCARS Matches Case File	Data In AFCARS Does Not Match Paper File	Not Found	Questionable	Notes
					In one error case the youth turned 21 during the report period and was receiving title IV-E but this element indicated "does not apply." In one error case the youth was 20 during the report period and was receiving title IV-E but this element indicated "does not apply."
60. Title IV-E (Adoption Assistance) 0-Does not apply 1-Applies	8	0	0	0	
61. Title IV-A 0-Does not apply 1-Applies	8	0	0	0	
62. Title IV-D (Child Support) 0-Does not apply 1-Applies	8	0	0	0	
63. Title XIX (Medicaid) 0-Does not apply 1-Applies	4	0	4	0	
64. SSI or Other Social Security Benefits 0-Does not apply 1-Applies	4	0	4	0	
65. None of the Above 0-Does not apply 1-Applies	4	0	4	0	
66. Amount of Monthly Foster Care Payment					Not evaluated

Tab B

AFCARS Improvement Plan

Section 1: General Requirements

Section 2: Foster Care and Adoption Elements

IMPROVEMENT PLAN INSTRUCTIONS

The Improvement Plan is the working document for recording progress on each task by the State, comments, and the Children's Bureau's response. It is to reflect the history of the improvement plan phase with all related notes, approvals, questions, etc. An electronic copy of the document will be e-mailed to the State once it has received the hard copy of the report.

The State is to provide its initial estimated completion dates for each task within 30 days of receiving the report. The document is then to be emailed to the Federal review team.

In the foster care and adoption data element matrices, the data elements that received a "4" are not included on the corrective action work plans. However, the State should review the findings document (see Tab A). The data element may contain notes that the State may want to consider in order to more efficiently collect the AFCARS data.

The AIP Updates includes the matrices, the extraction code, screen prints if changes were made (including the relevant drop-down lists), as well as any other supporting documents relevant to the current update.

Each task is numbered. Dates and any comments are to be numbered according to the corresponding task. If a date changes, do not delete it. Instead, use the strike-through function and type in the new date.

The Improvement Plan contains five columns:

Element/Requirement: This column lists every AFCARS adoption and foster care data element, and general requirement with a rating factor of a 1, 2, or 3.

Rating Factor: This is the final rating factor based on the findings for the data element/general requirements.

Findings: This column includes the findings that need corrections.

Tasks: This column includes the actions that must be taken in order to bring the data element/general requirement into compliance with the AFCARS requirements. Some task items may include suggestions for changes and are, therefore, optional items for the State to consider implementing. Each task is numbered.

Date: This column is to be used by the State to list the benchmark dates by which it intends to complete each action item, and is updated by the State to reflect the actual completion date. The corresponding task number should be included with the date. The State should use "strikethrough" of the old dates when updating information. Once the Children's Bureau has reviewed changes made by the State, it will list the approval date in this column. Only use black font in this column. The Children's Bureau will use red font for the sign-off.

Notes: This column may be used either by the State or the Federal staff to record follow-up notes, etc. This column may also contain follow-up questions of the Federal review team based on post-site visit analysis. The corresponding task number should be included with the note.

Sample

Data Element	Rating Factor	Findings	Tasks	Date	Notes
#, element	2	1) Finding	1) Task	1) m/day/yr	1) <u>CB, m/yr</u> : This is a blank example. <u>ST, m/yr</u> : The State made the modifications to the program code at line/section number.

File names. When submitting the update, each document should be named following this convention:

Item AIP_ST CCYY_MM

Examples: Element AIP_PA 2015_12

Screen AIP_PA 2015_13

Section 1

General Requirements

AFCARS Assessment Review Improvement Plan: General Requirements
State: Michigan

No.	Requirement	Rating Factor	Findings	Tasks	Date	Notes
1	<p>For the purpose of foster care reporting, each data transmission must include all children in foster care for whom the title IV-E agency has responsibility for placement, care, or supervision. (45 CFR 1355.40(a)(2)).</p> <p>The [foster care] population to be included in this reporting system includes all children in foster care under the responsibility of the title IV-E agency administering or supervising the administration of the title IV-B Child and Family Services State plan and the title IV-E plan; that is, all children who are required to be provided the assurances of section 422(b)(8) of the Social Security Act. (Appendix A to Part 1355--Foster Care Data Elements, Section II--Definitions).</p>	3	<p>This item is rated a "3" even though there are errors with the extraction of inter-agency title IV-E juvenile justice youth. Instead, GR4 was rated a 2 to account for those errors and needed corrections.</p>	<p>Address tasks in GR21 that outline the agency's overall data quality plan.</p>		
4	<p>[The foster care] population includes all children supervised by or under the responsibility of another public agency with which the title IV-E agency has an agreement under title IV-E and on whose behalf the title IV-E agency makes title IV-E foster care maintenance payments (Appendix A to Part 1355--Foster Care Data</p>	2	<p>The staff indicated that one local court agency has an agreement under title IV-E for title IV-E foster care maintenance payments.</p> <p>Also, there is an agreement/contract with Sault St. Marie Tribe.</p> <p><u>Program Code</u> The court agency maintains the extraction logic to report the youth who</p>	<p><u>Program Code</u> The state will need to review the juvenile justice extraction logic or submit it to the federal team to monitor corrections under the Improvement Plan.</p> <p>MDHHS will need to ensure that the records from Sault St. Marie Tribe are correctly identified for the reporting population as well per the</p>		

AFCARS Assessment Review Improvement Plan: General Requirements
State: Michigan

No.	Requirement	Rating Factor	Findings	Tasks	Date	Notes
	Elements, Section II--Definitions).		<p>are under the title IV-E agreement and provide the extract file to the state. The program code was not submitted as part of the AAR. The state will need to review it or submit it to the federal team to monitor corrections under the Improvement Plan.</p> <p>One finding that was identified during the onsite review is that this file incorrectly includes records of youth whose only placement is a locked facility.</p> <p><u>Case File Review Findings</u> The case file review sample included 12 records from the local court agency who receives title IV-E funds. In every case reviewed, the response to foster care element #59 was "does not apply." In one case, the reviewer noted that it should have been "applies." It is not clear if there is an error in how the court agency's logic is determining element 59 or there are other issues. Not all of the youth were in a locked facility the full six months of the report period.</p>	<p>requirements in GR1.</p> <p>1) Modify the extraction code to exclude records of youth whose only placement is a locked facility.</p>		
5	The reporting system includes all children who have or had been in foster care at least 24 hours. (Appendix A to Part 1355--Foster Care Data Elements, Section II—Definitions).	2	<p><u>Screen</u> There are no time fields on the screens for time of removal or discharge. Also, there is not a check box on the screen used for discharge.</p> <p><u>Program Code</u> The logic to check for 24-hour removal episodes subtracts the placement end</p>	<p><u>Screen</u> 1) Implement a method for the caseworkers to identify if the episode is 24 hours or less in duration.</p> <p><u>Program Code</u> 1) Once changes are made to the</p>		

AFCARS Assessment Review Improvement Plan: General Requirements
State: Michigan

No.	Requirement	Rating Factor	Findings	Tasks	Date	Notes
			date from the placement begin date and only includes records with removal episodes greater than one day.	system, modify the program code to exclude records that have a removal episode of 24 hours or less from the current reporting population.		
7	<p>[The foster care population] includes youth over the age of 18 if a payment is being made on behalf of the child (CWPM, 1.3).</p> <p>A title IV-E agency that exercises the option to extend assistance to youth age 18 or older must collect and report data to AFCARS on all youth receiving a title IV-E foster care maintenance payment (ACYF-CB-PI-10-11, Issued July 9, 2010).</p>	2	<p>The age of majority in Michigan is 18.</p> <p>The state has history of claiming title IV-E funds on youth who are 18. The state amended their IV-E plan to extend title IV-E to youth up to the age of 21. The effective date of the amendment is 7/1/2012. The state's plan includes eligibility for youth who leave foster care and re-enter foster care. When an approval or claiming date occurs during an AFCARS report period instead of at the beginning of either of the six month report periods, the report period containing the approved/effective date is considered a "transition" report period. This transition period will include records under the "old" state title IV-E program rules and the new rules.</p> <p><u>Program Code</u> The program code has logic to report a discharge for children who turn 19 before the end of the report period. There is not a check for whether the youth is receiving title IV-E foster care funds. This could result in youth who are 18 and not receiving title IV-E to be incorrectly included in the reporting population. See foster care elements 56 and 58 for additional findings.</p> <p><u>Post Site Program Code Modifications</u></p>	<p><u>Program Code</u> 1) Data files for report periods prior to 2012B (prior to April 1, 2012): Modify the extraction code with logic that correctly identifies records of youth that meet the title IV-E requirements for the State's program prior to April 1, 2012.</p> <p>2) For the 2012B report period timeframe of April through June 30, 2012, the agency will have to determine if the youth turned 18 or 19 during this time.</p> <p>a) Youth who were 18 and eligible for title IV-E and remained in the program after July 1, 2012 will continue to be included in the AFCARS file.</p> <p>b) Youth who were 18 (and receiving title IV-E) and exited foster care during this time frame are to be reported as discharged in the foster care file as of their exit date. See FC56 & 58.</p> <p>c) 18 year old (up to 19) youth who return to foster care during this time frame are only included if they are receiving title IV-E between 4/1 and 6/30/2012. Otherwise, the program logic is to exclude these records.</p>	<p>Code Pre-2012B 1)</p> <p>4/1/2012 - 6/30/12</p> <p>2a)</p> <p>2b)</p> <p>2c)</p>	<p>CB, Report: We believe that some of these tasks have been addressed as part of the post-site corrections. However, we are including all tasks so the state and federal team can ensure that the population is correctly identified for subsequent as well as regular files.</p>

AFCARS Assessment Review Improvement Plan: General Requirements
State: Michigan

No.	Requirement	Rating Factor	Findings	Tasks	Date	Notes
			<p>There were changes made to the extraction logic for foster care elements 56 and 58. The logic to discharge youth at age 19 was removed from the program code. Modifications were added to check if the youth turns 18 in the report period and is or is not receiving title IV-E foster care. If title IV-E is not applicable, then the youth's 18th birthday is reported as the date of discharge. Additional logic was added to discharge youth at the age of 21. It does not appear though that if the youth becomes ineligible for title IV-E between the ages of 18 and 21 that the record will be reported as discharged.</p>	<p>d) Youth who are 19 or older who return during this timeframe are not included in the AFCARS foster population for these three months.</p> <p>3) For the 2012B report period timeframe of July 1 to September 30, 2012, the agency will include youth eligible for title IV-E who are over the age of 18. See the foster care element matrix for additional tasks. Specific instructions for youth who are 19 or older who returned during the first quarter are noted as well in the foster care matrix.</p>	<p>2d)</p> <p>3)</p>	
12	<p>The data must be extracted from the data system as of the last day of the reporting period (45 CFR 1355.40(b)(1)): <u>For foster care information [regular files]</u>, the child-specific data to be transmitted must reflect the data in the information system when the data are extracted. (45 CFR 1355.40(b)(2)).</p> <p>Report the status of all children in foster care as of the last day of the reporting period.</p> <p>Also, provide data for all children who were discharged from foster care at any time during the reporting period, or</p>	3	<p><u>Program Code For Regular Files:</u> The program code for the elements checks for the report period end date in most of the elements. There were "future" dates reported in the 2015A file.</p>	<p>The federal team will review the data elements to ensure the information is compared against the report period end date.</p>		

AFCARS Assessment Review Improvement Plan: General Requirements
State: Michigan

No.	Requirement	Rating Factor	Findings	Tasks	Date	Notes
	<p>in the previous reporting period, if not previously reported. (Appendix D, 45 CFR 1355 Foster Care and Adoption Record Layouts Section A.1.b(5)); (AFCARS Technical Bulletin #6, Data Extraction).</p>					
13	<p>The data must be extracted from the data system as of the last day of the reporting period (45 CFR 1355.40(b)(1)):</p> <p><u>For foster care information [subsequent files]</u>, the child-specific data to be transmitted must reflect the data in the information system when the data are extracted. (45 CFR 1355.40(b)(2)).</p> <p>Report the status of all children in foster care as of the last day of the reporting period. (AFCARS Technical Bulletin #6, Data Extraction)</p>	3	<p><u>Program Code For subsequent files</u> The program code for the data elements checks for the report period end date in most of the elements. There were "future" dates reported in the test file. There were also other elements (e.g., number of removals) that were picking up information from the next report period. Others, like diagnosed conditions are being "overwritten."</p>	<p>The federal team will review the data elements to ensure the information is compared against the report period end date.</p>		
14	<p>The data must be extracted from the data system as of the last day of the reporting period. (45 CFR 1355.40(b)(1)):</p> <p><u>Adoption data [regular or subsequent]</u> are to be reported during the reporting period in which the adoption is legalized or, at the title IV-E agency's option, in the following reporting period if the adoption</p>	2	<p><u>Program Code For Regular Adoption Files</u> The ruling date must be within the reporting period. Consequently, if the adoption finalization date is entered after the state extracts its Regular submission file, the adoption record will not be included in AFCARS.</p>	<p><u>Program Code For Regular Adoption Files</u> 1) Implement a flag/indicator to note which adoption records were sent in order to identify the ones that have not been transmitted. These would then be picked up in the file for the transmission of the next Regular submission file.</p>		

AFCARS Assessment Review Improvement Plan: General Requirements
State: Michigan

No.	Requirement	Rating Factor	Findings	Tasks	Date	Notes
	is legalized within the last 60 days of the reporting period. For a semi-annual period in which no adoptions have been legalized, the title IV-E agency must report such an occurrence (45 CFR 1355.40(b)(3)).					
21	<p>General Data Quality For data to be considered quality data, it must be accurate, complete, timely, and consistent in definition and usage across the entire IV-E agency and State/Tribal service area. The quality of the AFCARS data is assessed by the agency on a regular and continuous basis in order to sustain a high level of quality data. The agency incorporates AFCARS data into its quality assurance/continuous quality improvement plan. The agency involves staff from every level of the organization, and other stakeholders from outside of the agency.</p>	3		<p>1) Describe, develop, and implement a method to ensure the accurate and timely entry of the AFCARS data; including but not limited to supervisory oversight and management reports.</p> <p>1a) In the above plan, address how supervisors ensure accurate data entry.</p> <p>2) Describe how the agency will monitor the accuracy of AFCARS data, including completeness of the data and timely entry of the data, over time.</p> <p>3) Describe how the title IV-E agency utilizes management reports and the data in its analyses. Provide brief examples.</p> <p>4) Describe how the agency will incorporate the information collected in AFCARS as part of its monitoring and quality assurance process in order to ensure accuracy of the data.</p> <p>5) Include system and importance</p>		

AFCARS Assessment Review Improvement Plan: General Requirements
State: Michigan

No.	Requirement	Rating Factor	Findings	Tasks	Date	Notes
				<p>of data quality training in the agency's training for staff and include in the State's training plan (in the State's title IV-B, Child and Family Services Plan and Annual Progress and Services Report).</p> <p>5a) What ongoing training exists for caseworkers regarding the information system?</p>		
22	<p>Data Conversion</p> <p>The information system has the capability of recording historical information, as applicable. This primarily applies to closed cases, if the agency did not convert all cases (open and closed), that re-open after conversion, and these cases must be entered into the system.</p> <p>The title IV-E agency transfers historical information on open cases. Specifically, it includes information on: date of first removal, total number of removals, and whether the child's mother was married at the time of the child's birth. If the case was open at the time of conversion, information on the number of placement settings is included.</p>	3	<p>The state converted all open cases. There are issues related data clean-up that the state has been focusing.</p> <p>There were errors found in the case file review that may be due to incomplete conversion. There were at least four error cases that the file indicated the child had a prior removal episode but it appears not to have been entered into the system.</p>			

Section 2

Foster Care and Adoption Elements

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

Data Element	Rating	Findings	Tasks	Date	Notes
5. Date of Most Recent Periodic Review (if applicable)	2	<p><u>Program Code</u> When the child’s legal status code is “56 young adult fc,” the periodic review date is the family team meeting (FTM) hearing date or the meeting start date/time.</p> <p><u>Post Site Program Code Modifications</u> The program code checks for one of the following hearing types: “adjudication,” “adoption placement,” “court termination,” “dispositional,” “dispositional review,” “guardianship,” “guardianship review,” “permanency placement,” “post-term review,” “termination trial” and “trial.”</p> <p>If a hearing date is not found, the program code checks for certain ruling types (from the court order field on the court order details screen). These are: JC14A - Order of Disposition, In Home Delinquency Proceedings, JC14B - Order of Disposition, Out of Home Delinquency Proceedings, JC17A - Order of Disposition Child in Home Child Protective Proceedings, JC17 - Order of Disposition Child Protective Proceedings, JC19 - Order Following Dispositional Review/Permanency Planning Hearing, JC25 - Order of Disposition, Commitment.</p> <p>The program code is using the date of the hearing and/or meeting for this element. However, based on the discussion during the case file review and the case file review findings, there does appear to be a discrepancy that needs to be addressed. There is a date field on the court order screen for the date the order was signed.</p>	The federal and state team need to discuss the findings for this element.		

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

Data Element	Rating	Findings	Tasks	Date	Notes
		<p><u>Data Quality</u> <i>Post Site Program Code Modifications</i> The code was modified to ensure that the review date is prior to the report period end date.</p> <p><i>Frequency Report 2015A (n=15,820):</i> There are several records with a date prior to 2014. There is one record with an invalid date.</p> <p><i>Case File Review Findings – CSA¹ (n=52):</i> 12 (23%) of the records analyzed did not match what was reported in AFCARS. Note there were comments regarding referee signature versus the judge’s signature and hearing versus signed date. The reviewers noted that there are dates reported where the hearing occurred but the judge did not sign the order; only the referee. In five error cases, the date reported for this report period occurred after March 31, 2015.</p> <p><i>Case File Review Findings – JJ² (n=12):</i> 6 (50%) of the records analyzed did not match what was reported in AFCARS. The reviewers noted a date that was later than the one reported in the AFCARS file.</p> <p>There were eight cases noted as youth in the agency’s YAVFC program that was in the sample. There were two error cases. In one case, the reviewer found a later date than the one reported in the AFCARS file. In the other record the field was</p>			

¹ Children Services Agency

² JJ: These are the juvenile justice cases of the single county that has a title IV-E agreement for foster care funds (see notes in General Requirements #4).

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

Data Element	Rating	Findings	Tasks	Date	Notes
		blank. The date of removal reported in AFCARS was in 2012.			
6. Date of Birth	3	<p><u>Data Quality</u> <i>Frequency Report 2015A</i> (n=15,820): There is one record with a year of birth of 1989 (26); there are 74 records with years between 1991 and 1993. <i>Frequency Report 2015B</i> (n=15,348): There is one record with a year of birth of 1962; there are 13 records with birth year 1993.</p>	Address tasks in GR21 that outline the agency's overall data quality plan.		
8. Child's Race 0=No 1=Yes a. American Indian or Alaska Native b. Asian c. Black or African American d. Native Hawaiian or Other Pacific Islander e. White f. Unable to Determine	3	<p><u>Data Quality</u> <i>Frequency Report 2015A</i> (n=15,820): There are no records reported as missing information. There are 78 (.49%) records reported as "unable to determine." There are 1,835 (11.6%) with two or more races. There are no records reported with a race plus "unable to determine." <i>Frequency Report 2015B</i> (n=15,348): There are 216 records reported as blank in this file. There were no records reported with a race and "unable to determine."</p> <p><i>Case File Review Findings – JJ</i> (n=12): 2 (17%) of the records analyzed did not match what was reported in AFCARS.</p> <p><i>Screen: Person Profile/Demographics Tab</i> The screen has checkbox fields for the AFCARS administrative value "unable to determine." Since the use of "unable to determine" in AFCARS has a specific definition, which includes "declined," the State should replace it with plain language that has each of the reasons race may not be known. This could be "parent incapacitated/child not age appropriate," "declined," and "Safe Haven" or other</p>	<p>Could you clarify where in the program code missing data are mapped to blank?</p> <p>Address tasks in GR21 that outline the agency's overall data quality plan.</p>		

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

Data Element	Rating	Findings	Tasks	Date	Notes
		<p>similar language.</p> <p>Additionally, the values used in NYTD of "decline" and "unknown" are not listed. For the NYTD administrative value "unknown," the agency should instead use something similar to "incapacitated" and "multi-racial-other race not known." These would then map in NYTD to "unknown." For AFCARS reporting purposes: -- If a child, youth, or parent is incapacitated and unable to provide the worker with race information, the worker would select "incapacitated/unknown." This value would be mapped to the AFCARS value "unable to determine." -- If a person is multi-racial, but does not know the other race(s), the worker would select "multi-racial-other race not known/unknown." This value would then be mapped to blank and only the known race would be reported in AFCARS.</p> <p><i>Post Site Program Code Modifications</i> It is not clear how this element is set to blank. However, there are records reported in the 2015B AFCARS period that are missing the race information.</p>			
<p>9. Child's Hispanic or Latino Ethnicity</p> <p>1 = Yes 2 = No 3 = Unable to Determine</p>	<p>3</p>	<p><u>Data Quality</u></p> <p><i>Post Site Program Code Modifications</i> The program code was modified to include a check for the ethnicities Cuban, Hispanic, Latino, Mexican, and Puerto Rican. Based on the 2015B data file, there appears to have been a correction to report missing data to blank.</p> <p><i>Frequency Report 2015A (n=15,820):</i> Yes = 1,049 (7%); No = 12,493 (79%); Unable</p>	<p>Clarify that this element will be set to "yes," if one of these are found listed in the ethnicity list but the response in the field "Hispanic/Latino" is "no."</p> <p>Address tasks in GR21 that outline the agency's overall data quality plan.</p>		

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

Data Element	Rating	Findings	Tasks	Date	Notes
		<p>to determine = 2,278 (14%); Not reported = 0</p> <p><i>Frequency Report 2015B (n=15,348):</i> Yes = 1,205 (8%); No = 12,737 (83%); Unable to determine = 561 (4%); Not reported = 845</p> <p><i>Case File Review Findings – CSA (n=52):</i> 8 (15%) of the records analyzed did not match what was reported in AFCARS. In the error cases, the response should have been “no” instead of “unable to determine.”</p> <p><i>Case File Review Findings – JJ (n=12):</i> 1 (8%) of the records analyzed did not match what was reported in AFCARS. In the error case, the response should have been “yes” instead of “unable to determine.”</p>			
<p>10. Has the Child Been Clinically Diagnosed with a Disability(ies)?</p> <p>1 = Yes 2 = No 3 = Not Yet Determined</p>	<p>2</p>	<p><u>Screen</u> 1) There are duplicative data fields that the caseworker has to complete.</p> <p><u>Program Code</u> 1) The program code checks the child's individual characteristics.</p>	<p><u>Screen</u> 1) On the Person Characteristics screen: a) Remove the option “disabilities” on the Characteristics Group list. b) Remove “diagnosed” from the Verification Method list. c) On the Health Screen, either add a field the caseworker has to answer after the child receives any health/mental health exam that indicates whether or not as a result of the exam the child was diagnosed with any health condition.</p> <p><u>Program Code</u> 1a) Remove the logic that checks the characteristics screen and fields.</p>	<p><u>Screen</u> 1a)</p>	

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

Data Element	Rating	Findings	Tasks	Date	Notes
		<p>2) Modifications were made to the program code to check for the start and end date of a diagnosis. However, there are still issues with the logic. One issue is that the logic checks if there is an active diagnosis during the report period, not at the end.</p> <p><u>Data Quality</u> The agency's policy is for there to be a health care exam within 30 days of placement in foster care.</p> <p><i>Frequency Report 2015A (n=15,820):</i> Yes = 1,892 (12%); No = 13,928 (88%); Not Yet Determined = 0; Not reported = 0</p> <p><i>Case File Review Findings – CSA (n=52):</i> 12 (23%) of the records analyzed did not match what was reported in AFCARS. In the error cases, the response should have been “yes” instead of “no.”</p> <p><i>Case File Review Findings – JJ (n=12):</i> 8 (67%) of the records analyzed did not match what was reported in AFCARS. In the error cases, the response should have been “yes” instead of “no.”</p> <p><u>Post Site Modifications</u> The code now sets this element to “not yet determined” if the screen value of “not yet determined” is found in the disability type; or, if the disability type is not null but the clinical diagnosis flag is not set.</p>	<p>1b) Make corrections to the program code per the above tasks for the screen.</p> <p>2) Modify the logic to check whether there is at least one active diagnosis that is mapped to AFCARS as of the end of the report period.</p>		

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

Data Element	Rating	Findings	Tasks	Date	Notes
		<p>The program code now checks for the value “none” and if found, sets this element to “no.” It will also set this element to “no” if there are diagnosed conditions but none are ones that are mapped to elements 11 - 15. If that is the case, then this element is set to “no.”</p>			
<p>Common tasks for elements 11 - 15 -</p>	<p>2</p>	<p><u>Screen</u></p> <p>1) There are duplicative data fields that the caseworker has to complete. Characteristics Screen: There are no date fields on this screen. The options are just the categories. See the findings for FC10.</p> <p>2) On the DSM screen of the Health Section, there is a diagnosed date but not a resolved date.</p> <p>3) There is not an edit to require the date of diagnosis be entered.</p> <p><u>Program Code</u></p> <p>1) The program code originally only checked the list on the characteristic screen. As part of the post-site visit modification, logic was added to check the health screen. Additionally, logic was added to check for dates. This logic is still incorrect.</p>	<p><u>Screen</u></p> <p>1) On the Person Characteristics screen, remove the corresponding options for “disabilities” on the Characteristics list.</p> <p>2) Add resolved dates to the DSM section.</p> <p>3) If the caseworker enters a diagnosis but leaves the date field, add a prompt to enter the date.</p> <p><u>Program Code</u></p> <p>1) Modify the program code to check only the health screen section and the DSM fields.</p> <p>1a) Modify the program code to check if the diagnosis is active as of the end of the report period. If it is not, set this category to “does not apply.”</p>		
<p>11. Mental Retardation</p>	<p>2</p>	<p><u>Mapping</u></p> <p>1) The agency lists “special education” on the diagnosis list and indicates it is mapped to this element. Special Education is not a medical diagnosis.</p> <p>2) Mapping Form: The agency lists “autistic” and “fetal alcohol syndrome” as being mapped to this element and FC15.</p>	<p><u>Program Code</u></p> <p>1) Do not include “special education” in the mapping of this element.</p> <p>2) Remove the mapping of “autistic” and “fetal alcohol syndrome” from this element.</p>		

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

Data Element	Rating	Findings	Tasks	Date	Notes
		<p>The program code maps these to FC11 and maps fetal alcohol syndrome to FC15.</p> <p><u>Data Quality</u> <i>Case File Review Findings – JJ (n=12):</i> 2 (17%) of the records analyzed did not match what was reported in AFCARS. In the error cases, the response should have been “applies” instead of “does not apply.”</p>			
12. Visually or Hearing Impaired	2	<p><u>Mapping</u> 1) The agency lists “visually impaired,” “vision problems,” and “hearing problems.” These may cover many situations and some may not be ones that are to be reported to AFCARS.</p>	<p>1) Provide the definition and instruction for use for these items.</p>		
13. Physically Disabled (Child)	2	<p><u>Mapping</u> 1) Scoliosis is incorrectly included in the mapping of this element. If it is severe enough to cause adverse affects on the child’s day-to-day motor functioning, then it would be included.</p>	<p><u>Program Code</u> 1) Include scoliosis only if it affects the child’s day-to-day motor functioning.</p>		
14. Emotionally Disturbed	2	<p><u>Mapping</u> 1) The agency indicates that “mental health needs” is mapped to this element. This is not a diagnosis.</p> <p><u>Data Quality</u> <i>Case File Review Findings – CSA (n=52):</i> 11 (21%) of the records analyzed did not match what was reported in AFCARS. In the error cases, the response should have been “applies” instead of “does not apply.” In one of the cases, this was an additional category.</p> <p><i>Case File Review Findings – JJ (n=12):</i> 9 (75%) of the records analyzed did not match what was reported in AFCARS. In the error cases the response should have</p>	<p><u>Program Code</u> 1) Remove “mental health needs” from the mapping of this element.</p>		

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

Data Element	Rating	Findings	Tasks	Date	Notes
15. Other Medically Diagnosed Conditions Requiring Special Care	2	<p>been “applies” instead of “does not apply.”</p> <p><u>Mapping</u></p> <p>1) The agency has an option “other medically diagnosed condition” in the options list. While this is fine for a category heading, it should not be listed as a “diagnosis.” There are many things that could be considered and not all would be conditions that are chronic or meet the needs of AFCARS reporting.</p> <p>1a) The agency has “Respirator Dependent Child” and “Blood Disorder - requiring hospitalization once a month” mapped to this element.” It is the actual diagnosis that is to be mapped to this element. Medical equipment is not mapped to AFCARS.</p> <p>2) The agency has “asthma” listed but not the severity. Asthma should be mapped to this element only if it is severe and affects the child’s activities of daily living.</p> <p>3) The agency lists “kidney infection/disease.” Specific kidney disease would be something that could/would be mapped to AFCARS but not kidney infection.</p> <p>4) The agency includes “Thyroid (hyper/hypo)” in the mapping of this element. In of itself, these diagnoses would not be mapped to AFCARS.</p> <p><u>Data Quality</u></p> <p><i>Case File Review Findings – CSA (n=52):</i> 4 (8%) of the records analyzed did not match what was reported in AFCARS. In</p>	<p><u>Program Code</u></p> <p>1) Map the actual diagnosis to this element.</p> <p>2) Only map severe asthma to this element.</p> <p>3) Remove “kidney infection/disease” from the mapping of this element.</p> <p>4) Remove “Thyroid (hyper/hypo)” from the mapping of this element.</p>		

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

Data Element	Rating	Findings	Tasks	Date	Notes
		<p>the error cases, the response should have been “applies” instead of “does not apply.”</p> <p><i>Case File Review Findings – JJ (n=12): 1 (8%) of the records analyzed did not match what was reported in AFCARS. In the error case, the response should have been “does not apply” instead of “applies.”</i></p>			
<p>16. Has this Child Ever Been Adopted?</p> <p>1 = Yes 2 = No 3 = Unable to Determine</p>	4	<p><u>Post Site Program Code Modifications</u> The logic to set “unable to determine” when “previously adopted” is “yes” but the “age at adoption” is null has been removed from the code. However, the 2015B AFCARS data includes responses for “unable to determine.” The current program code does not have any logic to set this value.</p>	The state and federal team will need to discuss as part of the improvement plan.		
<p>17. If Yes, How Old was the Child when Adoption was Legalized?</p> <p>0 = Not Applicable 1=less than 2 years old 2=2-5 years old 3=6 to 12 years old 4=13 years or older 5 = Unable to Determine</p>	3	<p><u>Data Quality</u> <i>Post Site Program Code Modifications</i> The extraction code was modified to set the value to “not applicable” when the adoption indicator is “2” (no). The logic to set this element to “unable to determine” was removed. As noted in FC16, there were records reported as “unable to determine” in the 2015B file but the current program code does not have logic to set this value.</p> <p>When no value is found in the age at adoption field but the previously adopted indicator is “yes,” the age at adoption field is left with its default initialized value of null (appears blank).</p> <p><i>Frequency Report 2015A (n=15,820): Not applicable = 15,398 (97%); Age categories = 422; Unable to determine = 0; Not reported = 0</i></p>	The state and federal team will need to discuss as part of the improvement plan.		

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

Data Element	Rating	Findings	Tasks	Date	Notes
		<p><i>Frequency Report 2015B (n=15,348): Not applicable = 8,538 (56%); Age categories = 307; Unable to determine = 6,472 (42%); Not reported = 31</i></p>			
<p>18. Date of First Removal from Home</p>	<p>2</p>	<p><u>Program Code</u> 1) The approach to identifying records that are removal episodes of 24 hours or less is not accurate (see GR5).</p> <p>2) <i>IV-E Interagency Juvenile Justice cases</i>: The agency is incorrectly setting the date of the first removal episode.</p> <p><u>Data Quality</u> <u>Post Site Program Code Modifications</u> The state's extraction code was modified to set the date of first removal to the date the agency gained custody when the child is initially on runaway status.</p> <p>For cases that were open prior to MiSACWIS where the child was initially in a hospital, the agency needs to clean up the cases to set the first removal date to the date the child was placed in a foster care setting.</p> <p><i>Case File Review Findings – CSA (n=51):</i> 8 (16%) of the records analyzed did not match what was reported in AFCARS. There are four error cases that the file indicated the child had a prior removal episode but it was not entered into the system (conversion). There are three error cases that the child's first placement</p>	<p><u>Program Code</u> 1) Once the agency implements the method of identifying these records per the requirements in GR5, the program code will need to check this indicator to determine if the first removal was 24 hours or less. If it was, to check for the next episode that is for more than 24 hours.</p> <p>2) <i>IV-E Interagency Juvenile Justice cases</i>: a) Children who had previously been in CSA foster care ignore those removals and only set this element to the date of first removal with the juvenile justice agency in the county. b) If the youth's first removal episode with juvenile justice began with a locked facility, the program code must check for the start date of the first foster care setting and use this date as the date of first removal date.</p> <p><u>18+ Population</u> 1) For 18 plus year olds who re-enter foster care on or after 7/1/2012 who had been discharged prior to 6/30/2012, the program code is to report the youth's first removal episode date per all AFCARS requirements. (In essence, this element does not change.)</p>		

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

Data Element	Rating	Findings	Tasks	Date	Notes
		<p>was a hospital and the date reported was the court order date not the date the child was placed in a foster care setting.</p> <p><i>Case File Review Findings – JJ (n=12): 4 (33%) of the records analyzed did not match what was reported in AFCARS. In the error cases, the date of removal was incorrect because the child was first located in a detention facility and this was the date reported to AFCARS.</i></p> <p><i>Case File Review Findings:</i> There were eight cases noted as youth in the agency's YAVFC program that were in the case file sample. There were several errors in the removal history; elements 18 - 21.</p>			
19. Total Number of Removals from Home To Date.	2	<p><u>Program Code</u></p> <p>1) The approach to identifying records that are removal episodes of 24 hours or less is not accurate (see GR5).</p> <p>2) The program code must be modified to check the removal count as of the end of the report period being extracted.</p> <p>3) <i>IV-E Interagency Juvenile Justice cases:</i> The agency is incorrectly counting the number of removal episodes. If the only placement while the child is in out-of-home is a locked/secure setting, these are not to be counted.</p> <p><u>Data Quality</u></p> <p><i>Post Site Program Code Modifications</i></p> <p>The extraction code was modified to account for children who are adopted and</p>	<p><u>Program Code</u></p> <p>1) Once the agency implements the method of identifying these records per the requirements in GR5, the program code will need to exclude all episodes that are 24 hours or less from the number of removal episodes.</p> <p>2) Modify the program code to count removals up to the end of the report period being extracted.</p> <p>3) <i>IV-E Interagency Juvenile Justice cases:</i></p> <p>a) Modify the program code to count only those episodes that include a foster care setting.</p> <p><u>18+ Population</u></p> <p>1) For youth noted in FC21 as having a new removal episode, the number of removals is incremented by 1.</p>		

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

Data Element	Rating	Findings	Tasks	Date	Notes
		<p>then re-enter foster care. The number of removals for the is incremented with the current removal to give a lifetime removal count.</p> <p><i>Frequency Report 2015A (n=15,820): One record reported as zero.</i></p> <p><i>Case File Review Findings – CSA (n=51): 4 (8%) of the records analyzed did not match what was reported in AFCARS. There are three error cases that the file indicated the child had a prior removal episode but it was not entered into the system (conversion).</i></p>	<p>Note: Youth who are 18 (not yet 19) and receiving title IV-E as of 6/30/12 and continue in care will be reported with the same removal episode count.</p>		
20. Date Child was Discharged from Last Foster Care Episode	2	<p><u>Program Code</u></p> <p>1) The approach to identifying records that are removal episodes of 24 hours or less is not accurate (see GR5).</p> <p>2) <i>IV-E Interagency Juvenile Justice cases:</i> The agency is incorrectly reporting this element for those children whose prior episode only included a locked/secure setting.</p> <p><u>Data Quality</u></p> <p><i>Post Site Program Code Modifications</i> The state’s extraction code has been modified so that if a child has been adopted and re-enters foster care, the last discharge date is reported as the discharge date that ended in the adoption.</p> <p><i>Frequency Report 2015A (n=15,820):</i></p>	<p><u>Program Code</u></p> <p>1) Once the agency implements the method of identifying these records per the requirements in GR5, the program code will need to exclude all episodes that are 24 hours or less from determining the date of discharge from a prior episode.</p> <p>2) <i>IV-E Interagency Juvenile Justice cases:</i></p> <p>a) Modify the program code to check for a prior episode in which the child was in foster care and has a discharge date reported in FC56. See FC56/58 for additional findings.</p> <p>b) Do not include removal episodes the child experienced with CSA.</p> <p><u>18+ Population</u></p> <p>1) For 18 plus year olds who re-enter foster care on or after July 1, 2012 who had been reported as discharged</p>		

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

Data Element	Rating	Findings	Tasks	Date	Notes
		<p>There were 18,835 records reported as having one removal in FC19. FC20 has 14,524 records reported as blank.</p> <p><i>Case File Review Findings – CSA (n=51):</i> 3 (6%) of the records analyzed did not match what was reported in AFCARS.</p> <p><i>Case File Review Findings – JJ (n=12):</i> 2 (17%) of the records analyzed did not match what was reported in AFCARS. In one error case, the incorrect date from the prior episode was reported; the child returned to his home but this was not the date reported in the AFCARS file. In one error case, the number of removals reported (correctly) was two but this element was blank.</p>	<p>prior to this date, or no longer included in the AFCARS reporting population, modify the program code to ensure that the new removal is reported and this element reflects the discharge from the prior removal episode reported in AFCARS FC56.</p> <p>2) Youth who received title IV-E and turned 19 between April through June 30, 2012 are reported to AFCARS as discharged for that time frame. If the youth remained in foster care under the state’s program and are determined eligible under the new title IV-E amendment, report the discharge date that reflects title IV-E ended and would have been the date in FC56.</p>		
21. Date of Latest Removal from Home	2	<p><u>Program Code</u> 1) <i>IV-E Interagency Juvenile Justice</i> cases: Cases in which the first placement setting is a locked facility are reported incorrectly.</p> <p><u>Data Quality</u> For cases that were open prior to MiSACWIS where the child was initially in a hospital, the agency needs to clean up the cases.</p> <p><u>Post Site Program Code Modifications</u> The state’s extraction code was modified to report the date the agency receives custody of child whose is initially on runaway status.</p> <p><i>Case File Review Findings – CSA (n=52):</i> 5 (10%) of the records analyzed did not match what was reported in AFCARS.</p>	<p><u>Program Code</u> 1) <i>IV-E Interagency Juvenile Justice</i> cases: If the removal began with a locked/secure setting, set the removal date to the date of the first foster care setting.</p> <p><u>18+ Population</u> 1) For youth 19 or older who were reported as discharged in AFCARS prior or equal to 6/30/12, who as of 7/1/2012 are now receiving title IV-E funds: 1a) If the youth continued to be in foster care and receiving State funds, the date of removal is 7/1/2012. 1b) For all other youth, report the actual start date of the removal episode</p>		

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

Data Element	Rating	Findings	Tasks	Date	Notes
		<p><i>Case File Review Findings – JJ (n=12): 5 (42%) of the records analyzed did not match what was reported in AFCARS. In the error cases, the date of removal was incorrect because the child was first located in a detention facility and this was the date reported to AFCARS.</i></p>	<p>per the court order or voluntary placement agreement.</p> <p>2) For 18 plus year olds who re-enter foster care on or after July 1, 2012 who had been discharged, or reported as discharged, prior to that date, modify the system/program code to report the youth's removal date that reflects either the court order or voluntary service/placement agreement date for the new entry into foster care.</p> <p>Note: Youth who turned 18 in the third quarter of FY2012 (April to June 2012) who remain eligible for title IV-E foster care will be reported under the existing open removal episode.</p>		
23. Date of Placement in Current Foster Care Setting	2	<p><u>Program Code</u></p> <p>1) It appears that the program code is incorrectly reporting the placement date of moves between cottages on the same campus.</p> <p>2) See the program code findings for element 24 and 41 regarding locked facilities.</p> <p><u>Data Quality</u></p> <p><i>Post Site Program Code Modifications</i></p> <p>The state's extraction code was modified to report the date the agency receives custody of a child who is on runaway status at the time the agency obtains responsibility, or who run away prior to actual placement, as the placement date.</p> <p>Also, changes were made to calculate the beginning and end dates of a hospital stay</p>	<p><u>Program Code</u></p> <p>1) In regard to institutions with several cottages on their campus, the agency is not to change the date when a child moves from one cottage to another. Only report a change in the date of placement if the site is at a different address.</p> <p>2) Verify that if at the end of the report period the child/youth is in detention, jail, or at the DHS training school the date that placement started is reported for this element.</p> <p>3) The state team needs to review the program code logic related to placements with a parent who is living outside of Michigan. If this is not the parent from whom the child was removed from at the time of entering</p>		

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

Data Element	Rating	Findings	Tasks	Date	Notes
		<p>and ignore the placement if the stay is less than 15 days.</p> <p><i>Case File Review Findings – CSA (n=52):</i> 17 (33%) of the records analyzed did not match what was reported in AFCARS.</p> <p><i>Case File Review Findings – JJ (n=12):</i> 5 (42%) of the records analyzed did not match what was reported in AFCARS.</p> <p><i>Test Cases:</i> There were several cases reported with the date of placement incorrectly reflecting the date of discharge (which was reported correctly).</p>	<p>foster care, the child is no longer in the AFCARS reporting population. The date of the “placement” would not be reported in FC23 but instead would be reported as the discharge date, FC56.</p> <p>4) Confirm that when a child is discharged the placement date does not change to reflect the date of discharge.</p>		
<p>24. Number of Previous Placement Settings During this Removal Episode</p>	<p>2</p>	<p><u>Program Code</u></p> <p>1) The agency incorrectly counts moves between one “cottage” to another on the same campus.</p> <p>2) In the post-site version of the code, the agency made changes regarding the providers “Pontiac Children Service,” “Turning Point Youth Center” and “Wolverine Treatment Center.</p> <p><u>Data Quality</u></p> <p><i>Post Site Program Code Modifications</i></p> <p>The extraction code was modified to include detention, jail, and DHS training school in the placement count.</p> <p>The program code was modified to exclude placements in a hospital that are for 15 days or less in duration.</p> <p>Additionally, the program code checks if the placement count is zero. If the child’s only living arrangement is a runaway status, the placement count is left as zero.</p>	<p><u>Program Code</u></p> <p>1) Modify the program code to not increment the placement count when the child’s moves are between “cottages” on the same campus.</p> <p>2) Provide the federal team an explanation of this logic.</p>		

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

Data Element	Rating	Findings	Tasks	Date	Notes
		<p><i>Case File Review Findings – CSA (n=52):</i> 13 (25%) of the records analyzed did not match what was reported in AFCARS. A couple of the errors may have been related to a change in status or moves on the same campus.</p> <p><i>Case File Review Findings – JJ (n=12):</i> 5 (42%) of the records analyzed did not match what was reported in AFCARS.</p>			
#25 Manner of Removal From Home for Current placement Episode			<p><u>18+ Population</u> 1) Ensure that the program code correctly extracts the manner of removal of 18 plus year olds who enter or re-enter foster care after 7/1/2012.</p> <p>2) Youth who were reported as discharged to AFCARS in the third quarter of the 2012B period (April to June, 2012) because they turned 19, or title IV-E ended, and</p> <ul style="list-style-type: none"> • who remained in foster care under the State program, and • for whom the new program applies and the State claims title IV-E funds. <p>report the manner of removal as 7/1/2012.</p>		
<p>Actions or Conditions Associated With Child's Removal Requirements/Checklist</p> <p>0=Does not Apply 1=Applies</p> <p>#26 Physical Abuse #27 Sexual Abuse</p>	3	<p><u>Screen</u> The State may want to consider adding conditions that reflect other reasons, or more detailed reasons, for why children are entering foster care. Also, the State may want to consider conditions that will reflect youth who left foster care at 18 and why they returned to foster care.</p> <p>There is a screen for recording caretaker</p>	<p><u>Screen Suggestions</u> The State may want to consider adding conditions that reflect other reasons, or more detailed reasons, for why children are entering foster care.</p> <p>The State may want to consider conditions that will reflect youth who left foster care at 18 and why they returned to foster care.</p>		

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

Data Element	Rating	Findings	Tasks	Date	Notes
#28 Neglect #29 Parent Alcohol Abuse #30 Parent Drug Abuse #31 Child Alcohol Abuse #32 Child Drug Abuse #33 Child Disability #34 Child's Behavior Problem #35 Death of Parent #36 Incarceration of Parent #37 Caretaker Inability to Cope Due to Illness or Other Reasons #38 Abandonment #39 Relinquishment #40 Inadequate Housing		<p>risk factors. This list had sex trafficking and other items that seem like good reasons for the child as well and contributing reasons for why the child entered foster care. The agency needs to consider whether the program code checks this section and maps conditions to the appropriate AFCARS element.</p> <p><u>Data Quality</u> There were eight cases noted as youth in the agency's YAVFC program that were in the case file sample. There were four cases in which all of the elements 26-40, reason for removal, indicated "does not apply."</p>	<p>There is a screen for recording caretaker risk factors. This list had sex trafficking and other items that seem like good reasons for the child as well and contributing reasons for why the child entered foster care. The agency needs to consider whether the program code checks this section and maps conditions to the appropriate AFCARS element.</p> <p><u>18+ Population</u> 1) For youth who are 18 as of 7/1/12, receiving title IV-E funds, and remain in the program, the information for these elements does not change.</p> <p>2) For youth who were reported as discharged to AFCARS because they turned 19 and/or title IV-E ended per the rules prior to approval of the amendment, and</p> <ul style="list-style-type: none"> • who remained in foster care under the State program and • for whom the new program applies and the State claimed title IV-E funds: <p>2a) If the youth turned 19 prior to 7/1/2012, and were reported to AFCARS in a prior report period as discharged; report the reasons for "removal" as of 7/1/2012.</p> <p>3) For 18 plus year olds who enter or re-enter foster care on or after 7/1/2012 who had been discharged (or no longer included in the AFCARS reporting</p>		

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

Data Element	Rating	Findings	Tasks	Date	Notes
			population) prior to 7/1/2012, the program code is to report the circumstances that brought the youth back to foster care.		
<p>41. Current Placement Setting</p> <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>	2	<p><u>Screen</u></p> <p>1) The field for Service Type includes: Adult Foster Home, and Court Treatment Facility. The program code includes: “community justice” and “private agency.”</p> <p>2) The field Service Type includes Legal Guardian.</p> <p>3) There are two fields Service Type and Living Arrangement. The state team indicated the living arrangement field is being used for reporting. However, see the program code notes; options match what is in the service type.</p> <p><u>Program Code</u></p> <p>1) A living code of “emergency shelter home” and the total capacity value is less than 7 is mapped to “foster family home (non-relative).”</p> <p>2) A code of “community justice,” “court treatment facility,” and “adult foster home” is mapped to “institution.”</p> <p>3) The program code does not check for “jail,” or “detention.”</p> <p>4) The option “escape” is not included.</p> <p>5) The values “out of state parental,” “legal</p>	<p><u>Screen</u></p> <p>1) The state team need to provide the meaning of the terms listed on the screen and in the program code.</p> <p>2) Clarify if this is used when the child is removed from a person who is their legal guardian and then is returned to the home (home of removal).</p> <p>3) Clarify which field is actually used to set this element.</p> <p>3a) The federal team needs additional clarification.</p> <p><u>Program Code</u></p> <p>1) If “emergency shelter home” is an actual home then it should be mapped to either foster home relative or non-relative.</p> <p>2) Tasks pending based on definitions provided.</p> <p>3) Modify the program code to include “jail” and “detention” in the mapping for “institution.”</p> <p>4) Include “escape” in the mapping of this element.</p> <p>5) If “out-of-state parental” home is not</p>		

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

Data Element	Rating	Findings	Tasks	Date	Notes
		<p>guardian,” “terminated parental home” or “juv grd home” are mapped to “trial home visit.” See GR1 and the outcome section below regarding the values “out of state parental,” “legal guardian,” “terminated parental home” and “juv grd home.”</p> <p><i>Juvenile Justice Cases</i> 6) When a youth returns home, the record is being incorrectly reported as “trial home visit.”</p> <p><u>Post Site Program Code Modifications</u> The extraction code was modified to add additional living arrangement values not previously addressed. The agency added “private agency” and mapped it to “foster family home (non-relative). The agency added “out-state CCI” (Child Care Institution?) and mapped it to “institution.”</p> <p><u>Data Quality</u> <i>Post Site Program Code Modifications:</i> Changes were made to calculate the beginning and end dates of a hospital stay and ignore the placement if the stay is 15 days or less.</p> <p><i>Frequency Report 2015A (n=15,820):</i> Pre-Adoptive Home = 1,010 (6%); Foster Family Home (Relative) = 4,015 (25%); Foster Family Home (Non-Relative) = 4,915 (31%); Group Home = 119 (.75%); Institution = 1,944 (12%); Supervised Independent Living = 526 (3%); Runaway = 105 (.66%); Trial Home Visit = 2,997 (19%); Not reported = 158 (1%); Invalid value 0 = 31</p>	<p>the home of removal, remove it from the mapping of this element.</p> <p>5a) Other items pending definitions.</p> <p>6) Remove this from the mapping and set this element to the setting prior to returning home.</p>		

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

Data Element	Rating	Findings	Tasks	Date	Notes
		<p><i>Case File Review Findings – CSA (n=52):</i> 6 (12%) of the records analyzed did not match what was reported in AFCARS.</p> <p><i>Case File Review Findings – JJ (n=12):</i> 2 (17%) of the records analyzed did not match what was reported in AFCARS. In the error cases the living arrangement reported was “trial home visit.” It should have been “institution.”</p>			
<p>42. Is Current Placement Setting Outside of the State or Tribal Service Area?</p> <p>1 = yes 2 = no</p>	3	<p><u>Data Quality</u> <i>Frequency Report 2015A:</i> 99% of the cases are in-state.</p> <p><u>Program Code</u> If the value “out of state-parental” is not the parent the child was removed from, then the program code should not consider it for this element. In this instance, the child would be reported as discharged from the AFCARS population (FC56 and 58).</p>	Address tasks in GR21 that outline the agency’s overall data quality plan.		
<p>43. Most Recent Case Plan Goal</p> <p>1 = Reunify with Parent(s) or Principal caretaker(s) 2 = Live with Other Relative(s) 3 = Adoption 4 = Long-term Foster Care 5 = Emancipation 6 = Guardianship 7 = Case Plan Goal Not Yet Established</p>	2	<p><u>Program Code</u> 1) “APPLA” is mapped to “long term foster care” and “APPLA-E” is mapped to “emancipation.”</p> <p>2) The goal “guardianship” is mapped to the AFCARS value of “guardianship” without determining if it is a non-relative. Only individuals who are not related to the child by blood or marriage who the agency is planning for them to obtain guardianship are mapped to the AFCARS of</p>	<p><u>Program Code</u> 1) Modify the extraction logic once the agency stops using these two goal options.</p> <p>1a) The code will need to also check whether the child/youth has a permanent connection.</p> <p>2) Modify the program code to distinguish between relative and non-relatives. When the goal is for a relative to obtain guardianship, this is to be mapped to “live with relative.”</p>		

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

Data Element	Rating	Findings	Tasks	Date	Notes
		<p>“guardianship.”</p> <p>3) If one of the case plan goals is not found, or the field is blank, this element is set to “case plan goal not yet established.”</p> <p><u>Data Quality</u> <i>Frequency Report 2015A</i> (n=15,820): Reunify = 3,396 (21%); Live With Other Relative(s) = 60 (.38%); Adoption = 1,935 (12%); Long-Term Foster Care = 98 (.62%); Emancipation = 327 (2%); Guardianship = 24 (.15%); Case Plan Goal Not Yet Established = 9,980 (63%); Not reported = 0</p> <p><i>Case File Review Findings – CSA (n=52):</i> 30 (58%) of the records analyzed did not match what was reported in AFCARS. In 29 error cases the response was “not yet established.”</p> <p><i>Case File Review Findings – JJ (n=12):</i> 8 (67%) of the records analyzed did not match what was reported in AFCARS.</p> <p>There were eight cases noted as youth in the agency’s YAVFC program that were in the case file sample. There were six errors for the current case plan goal. In five of the error cases the response should have been “emancipation” instead of “not yet established.” In the other error case the response should have been “emancipation” instead of “long-term foster care.”</p>	<p>3) Modify the program code to assess how long the child has been in foster care. If there is no goal entered into the system, the program code must be modified to determine if the child has been in care for less than 60 days (date of removal + 59 days). If the amount of time is greater than 60 days, this element is to be set to blank.</p>		
#44 Caretaker Family Structure			<p><u>18+ Population System/Fields</u> 1) Does the system allow caseworkers</p>		

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

Data Element	Rating	Findings	Tasks	Date	Notes
			<p>to enter caretaker information on youth re-entering foster care? If no, modify the system accordingly.</p> <p>2) Remind caseworkers to enter the marital status on youth who are for 18+ year olds entering or re-entering foster care.</p> <p><u>Program Code</u> 1a) For youth who were reported as discharged to AFCARS because they turned 19, or title IV-E ended per the rules prior to 7/1/2012, and</p> <ul style="list-style-type: none"> • who remained in foster care under the State program and • for whom the new program applies and the State claimed title IV-E funds: <p>report the current marital status of the youth.</p> <p>2) For youth who turned 18 between April through June 30, 2012, who are receiving title IV-E and remain in foster care, report the marital status of the caretaker from whom they removed.</p>		
45. Year of Birth (1 st Principal Caretaker)	3	<p><u>Data Quality</u> <i>Post Site Program Code Modifications</i> The program code now checks for a year of birth that is greater than 1/1/1901 in order to address the finding regarding a default year. The element is rated a 3 and the federal team will continue to review the data.</p> <p><i>Frequency Report 2015A (n=15,820):</i> There are 37 records of caretakers under the age of 10 reported. There are []</p>	<p>Address tasks in GR21 that outline the agency's overall data quality plan.</p> <p><u>18+ Population</u> <u>Program Code</u> 1) For youth who were reported as discharged to AFCARS because they turned 19, or title IV-E ended per the rules prior to 7/1/2012, and</p> <ul style="list-style-type: none"> • who remained in foster care under the State program and • for whom the new program applies 		

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

Data Element	Rating	Findings	Tasks	Date	Notes
		<p>records with a year of birth of 1901. In the 2015B file, there were two records with the year of birth of 1901. There are 71 records with a year of birth between 2005 and 2013.</p> <p><i>Case File Review Findings – CSA (n=52):</i> 1 (2%) of the records analyzed did not match what was reported in AFCARS. A wrong year was reported.</p> <p><i>Case File Review Findings – JJ (n=12):</i> 3 (25%) of the records analyzed did not match what was reported in AFCARS. In the error cases, the wrong year was reported.</p>	<p>and the State claimed title IV-E funds: Report the youth’s date of birth for FC45.</p> <p>2) For 18 plus year olds who enter or re-enter foster care on or after 7/1/2012 report the youth’s date of birth for FC45.</p> <p>3) For youth who turned 18 between April through June 30, 2012, who are receiving title IV-E and remain in foster care, FC45 and if applicable FC46 are to represent the caretaker from whom they removed from year of birth.</p> <p>4) If the youth’s marital status is other than single, report the youth’s partner/spouse’s year of birth for FC46.</p>		
46. Year of Birth (2 nd Principal Caretaker - if applicable)	3	<p><u>Data Quality</u> <i>Post Site Program Code Modifications</i> The program code now checks for a year of birth that is greater than 1/1/1901 in order to address the finding regarding a default year. The element is rated a 3 and the federal team will continue to review the data.</p> <p><i>Frequency Report 2015A (n=15,820):</i> There are 11 records with a year reflecting under the age of 10. There are 21 records with a year of birth between 2005 and 2012 in the 2015B file.</p> <p><i>Case File Review Findings – CSA (n=52):</i> 3 (6%) of the records analyzed did not match what was reported in AFCARS. In the error cases, the field was reported</p>	<p>Address tasks in GR21 that outline the agency’s overall data quality plan.</p> <p><u>18+ Population</u> <u>Program Code</u> 1) If the marital status of the youth reported in FC45 is other than single, report the youth’s partner/spouse’s year of birth for FC46.</p>		

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

Data Element	Rating	Findings	Tasks	Date	Notes
		blank but reviewer found a year of birth. <i>Case File Review Findings – JJ (n=12):</i> 1 (8%) of the records analyzed did not match what was reported in AFCARS. A wrong year was reported.			
47. Date of Mother's Parental Rights Termination (if applicable)	3	<u>Data Quality</u> <i>Case File Review Findings – CSA (n=52):</i> 3 (6%) of the records analyzed did not match what was reported in AFCARS. The fields were blank but the reviewer found a TPR date. In one error case, the date reported was one that was after the report period. <i>Post Site Program Code Modifications</i> The state's extraction code for this field has been extensively revised to make the selection independent of gender. Also, logic was added to account for situations where there is a TPR date but no related person number.	While this element was rated a "3," there were issues identified in the case file review for both the foster care records and the adoption records. The agency needs to ensure that there is consistency in what is entered in the fields on the screen and that the program code is selecting the actual date that reflects the most recent TPR date for the child's parents/adoptive parents/legal parents.		
48. Date of Legal or Putative Father's Parental Rights Termination (if applicable)	3	<i>Case File Review Findings – CSA (n=52):</i> 1 (2%) of the records analyzed did not match what was reported in AFCARS. In the error case, the date reported was one that was after the report period. <i>Post Site Program Code Modifications</i> The state's extraction code for father's TPR date has been extensively revised to make the selection independent of gender. Also, logic was added to account for situations where there is a TPR date but no related person number.	While this element was rated a "3," there were issues identified in the case file review for both the foster care records and the adoption records. The agency needs to ensure that there is consistency in what is entered in the fields on the screen and that the program code is selecting the actual date that reflects the most recent TPR date for the child's parents/adoptive parents/legal parents.		
49. Foster Family Structure 0=Not Applicable 1 = Married Couple 2 = Unmarried Couple	3	<u>Data Quality</u> The program code was modified and the logic to set this element to "not applicable" if no martial structure is found was removed. Logic was added at the end of	Address tasks in GR21 that outline the agency's overall data quality plan.		

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

Data Element	Rating	Findings	Tasks	Date	Notes
<p>3 = Single Female 4 = Single Male</p>		<p>the section to check if the response in FC41 is one of the AFCARS values 4 through 8. If so, then this element is set to “not applicable.” Assume that if these two steps do not produce a value, the element will be blank. As noted in the frequency report for 2015B data, there are now records missing information. There still is a data inconsistency between this element and FC41. It may be due to issues that still need to be corrected in FC41. This element is rated a “3” and will be reassessed during the improvement plan phase.</p> <p><i>Frequency Report 2015A (n=15,820):</i> Not applicable = 6,139 (39%); Married Couple = 4,475 (28%); Unmarried Couple = 396 (3%); Single Female = 4,611 (29%); Single Male = 199 (1%); Not reported = 0 Number of records reported in FC41 as non-foster home settings = 5,691.</p> <p><i>Frequency Report 2015B (n=15348):</i> Not applicable = 2,323; Married Couple = 6,288 (41%); Unmarried Couple = 554 (4%); Single Female = 5,375 (35%); Single Male = 278 (2%); Not reported = 530 (3.5%) The number of records reported in FC41 for non-foster home settings is 2, 284. There were 280 records reported as blank.</p> <p><i>Case File Review Findings – CSA (n=52):</i> 9 (17%) of the records analyzed did not match what was reported in AFCARS.</p>			
<p>50. Year of Birth (1st Foster Caretaker)</p>	<p>3</p>	<p><u>Data Quality</u> <u>Post Site Program Code Modifications</u> The program code now checks for a year</p>	<p>Address tasks in GR21 that outline the agency’s overall data quality plan.</p>		

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

Data Element	Rating	Findings	Tasks	Date	Notes
		<p>of birth that is greater than 1/1/1901 in order to address the finding regarding a default year. The element is rated a 3 and the federal team will continue to review the data.</p> <p><i>Frequency Report 2015A (n=15,820):</i> Three records with the year 1902. Two records with the year 2001 and four with the year 2014. There are records in the 2015B file as well that have the years 2001, 2014, and 2015.</p> <p><i>Case File Review Findings – CSA (n=46):</i> 2 (4%) of the records analyzed did not match what was reported in AFCARS. In the error cases, the field was reported as blank but there should have been a date. The information in FC49 was incorrect.</p>			
51. Year of Birth (2 nd Foster Caretaker)	3	<p><u>Data Quality</u> <i>Post Site Program Code Modifications</i> The program code now checks for a year of birth that is greater than 1/1/1901 in order to address the finding regarding a default year. The element is rated a 3 and the federal team will continue to review the data.</p> <p><i>Frequency Report 2015A (n=15,820):</i> Three records with the year 1901. Two records with the year 2001 and one with the year 2004. There are records in the 2015B file as well that have the years 2001 and 2004.</p> <p><i>Case File Review Findings – CSA (n=48):</i> 7 (15%) of the records analyzed did not match what was reported in AFCARS. In one error case, the wrong year was</p>	Address tasks in GR21 that outline the agency's overall data quality plan.		

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

Data Element	Rating	Findings	Tasks	Date	Notes
		<p>entered/reported.</p> <p>In six error cases, the field was blank but the reviewer found a year of birth.</p>			
<p>52. Race of 1st Foster Caretaker</p> <p>a. American Indian or Alaska Native</p> <p>b. Asian</p> <p>c. Black or African American</p> <p>d. Native Hawaiian or Other Pacific Islander</p> <p>e. White</p> <p>f. Unable to Determine</p>	3	<p><u>Data Quality</u></p> <p><i>Post Site Program Code Modifications</i></p> <p>The state's extraction logic has been modified to check the ethnicity/ancestry values in determining race and is mapped correctly.</p> <p>The element is rated a 3 and the federal team will continue to review the data.</p> <p><i>Frequency Report 2015A (n=15,820):</i> Not reported = 0</p> <p><i>Frequency Report 2015B (n=15,348):</i> Not reported = 4,060</p> <p><i>Case File Review Findings – CSA (n=43):</i> 20 (47%) of the records analyzed did not match what was reported in AFCARS.</p> <p><i>Case File Review Findings – JJ (n=12):</i> All the records incorrectly indicated "no" for each category instead of being blank.</p>	Address tasks in GR21 that outline the agency's overall data quality plan.		
<p>53. Hispanic or Latino Ethnicity of 1st Foster Caretaker</p> <p>0 = Not Applicable</p> <p>1 = Yes</p> <p>2 = No</p> <p>3 = Unable to Determine</p>	3	<p><u>Data Quality</u></p> <p><i>Post Site Program Code Modifications</i></p> <p>The program code was modified to include a check for the ethnicities Cuban, Hispanic, Latino, Mexican, and Puerto Rican.</p> <p><i>Frequency Report 2015A (n=15,820):</i> Not applicable = 6,112 (39%); Yes = 1,049 (7%); No = 12,493 (79%); Unable to determine = 2,278 (14%); Not reported = 0</p> <p><i>Frequency Report 2015B (n=15,348):</i> Not applicable = 2,284 (15%); Yes = 201</p>	Address tasks in GR21 that outline the agency's overall data quality plan.		

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

Data Element	Rating	Findings	Tasks	Date	Notes
		<p>(1%); No = 4,247 (28%); Unable to determine = 280 (2%); Not reported = 8,336 (54%) The number of records reported in FC41 for non-foster home settings is 2, 284. There were 280 records reported as blank.</p> <p><i>Case File Review Findings – CSA (n=43):</i> 22 (51%) of the records analyzed did not match what was reported in AFCARS. In 19 error cases, the response should have been “no” instead of “unable to determine.”</p> <p>In three error cases, there should have been a response other than “not applicable” because FC49 was incorrect.</p>			
<p>54. Race of 2nd Foster Caretaker (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>3</p>	<p><u>Data Quality</u> <i>Post Site Program Code Modifications</i> The mapping for race is done for all individuals. The notes in FC8 apply to this element. Also, the program code was modified in the section that updates the foster parent demographics. If the living arrangement is other than a foster home (FC41 is a value of 4-8), then these fields are set to blank.</p> <p><i>Frequency Report 2015A (n=15,820):</i> Not reported = 0 <i>Frequency Report 2015B (n=15,348):</i> Not reported = 8,287 The number of records reported in FC41 for non-foster home settings is 2, 284. There were 280 records reported as blank. The number of records reported in FC49 as single foster parents is 5,653. There were 530 records reported as blank.</p> <p><i>Case File Review Findings – CSA (n=43):</i></p>	<p>Address tasks in GR21 that outline the agency’s overall data quality plan.</p>		

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

Data Element	Rating	Findings	Tasks	Date	Notes
		<p>30 (70%) of the records analyzed did not match what was reported in AFCARS.</p> <p><i>Case File Review Findings – JJ (n=12):</i> All the records incorrectly indicated “no” for each category instead of being blank.</p>			
<p>55. Hispanic or Latino Ethnicity of 2nd Foster Caretaker (if applicable)</p> <p>0 = Not Applicable 1 = Yes 2 = No 3 = Unable to Determine</p>	2	<p><u>Program Code</u> 1) There is no logic to set this to “not applicable” if the foster parent is single.</p> <p><u>Data Quality</u> <i>Frequency Report 2015A (n=15,820):</i> Not applicable = 9,722 (62%); Yes = 1,049 (7%); No = 12,493 (79%); Unable to determine = 2,278 (14%); Not reported = 0 <i>Frequency Report 2015B (n=15,348):</i> Not applicable = 2,284 (15%); Yes = 114 (1%); No = 2,341 (15%); Unable to determine = 181 (1%); Not reported = 10,438 (68%)</p> <p><i>Case File Review Findings – CSA (n=43):</i> 13 (30%) of the records analyzed did not match what was reported in AFCARS.</p>	<p><u>Program Code</u> 1) Modify the program code to set this element to “not applicable” when the foster parent is single.</p>		
56. Date of Discharge from Foster Care	2	<p><u>Program Code</u> 1) If the child is placed with one of the following providers, Pontiac Children Service, “Turning Point Youth Center,” or “Wolverine Treatment Center,” then the discharge date is set to the date of the current setting.</p> <p>2) If the child is placed with a parent from whom they were not removed (or who has left the home after the child entered foster care), then for AFCARS reporting purposes this is to be reported as a discharge.</p>	<p><u>Program Code</u> 1) The agency needs to provide information on these settings and why they do not consider them placements.</p> <p>2) The agency must modify the program code to set this element to the start date of the “non-custodial” parent placement.</p> <p>3) Modify the program code to not set these cases as a “trial home visit” but</p>		

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

Data Element	Rating	Findings	Tasks	Date	Notes
		<p>3) For the juvenile justice cases covered by the inter-agency agreement, once the youth returns home this is considered a discharge for AFCARS purposes.</p> <p>4) The original logic to discharge youth at age 19 was removed from the program code. Modifications were added to check if the youth turns 18 in the report period and is or is not receiving title IV-E foster care. If title IV-E is not applicable, then the youth's 18th birthday is reported as the date of discharge. Additional logic was added to discharge youth at the age of 21.</p> <p>5) The extraction code was modified by adding logic to check records where there is dual custody.</p> <p><u>Data Quality</u> <i>Post Site Program Code Modifications</i> The extraction code was modified. The logic to set this element to a discharge date when a child is on "trial home visit" for 183 days has been removed.</p> <p>The section that set a discharge date if the legal status code is "40COURTWARDDEL" or "46STATEWARDDELACT150" and the living arrangement is either "detention" or "jail" was removed.</p> <p><i>Screen:</i> There is the possibility of data entry errors on this screen that will impact both the reporting population and the information on the outcome of foster care. It is not clear if the errors in foster care 23, date of placement, is linked to how the</p>	<p>to report them as discharged.</p> <p>4) It does not appear that if the youth becomes ineligible for title IV-E between the ages of 18 and 21 that the record will be reported as discharged. Verify and provide information to the federal team.</p> <p>5) The state team needs to walk the federal team through this section of the code.</p> <p><u>18+ Population</u> 1) The program code is to set the date of discharge to the date the youth is no longer eligible (receiving) title IV-E funds or leaves the program.</p> <p>1a) Youth who turn 18 and those who turn 19 or who lose their eligibility status between April and June 30, 2012 are to be reported as discharged at the time the eligibility ended.</p> <p>2) 18 year olds who are not eligible for title IV-E, report as discharged as of their 18th birthday.</p>		

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

Data Element	Rating	Findings	Tasks	Date	Notes
		<p>changes in legal status are recorded. Also, the terminology of the options of “placed with...” is not clear that these are reflective of the agency no longer have responsibility for placement and care. While there is a question regarding whether the end of the legal status terminate the custody episode, there seems to be the potential for error if this is not answered, or answered incorrectly.</p> <p><i>Frequency Report 2015A (n=15,820):</i> In FC56 there are 12,061 records with no discharge date. In FC58 there are 12,835 records reported as “not applicable.”</p> <p><i>Frequency Report 2015B (n=15,348):</i> There are 3,653 records reported with a discharge date. There are 11,695 records reported as blank.</p> <p><i>Case File Review Findings – CSA (n=52):</i> 3 (6%) of the records analyzed did not match what was reported in AFCARS.</p> <p><i>Case File Review Findings – JJ (n=12):</i> 3 (25%) of the records analyzed did not match what was reported in AFCARS. In two error cases, the child was incorrectly reported as being on a “trial home visit” instead of discharged from foster care. In one error case, the date the child returned home was not reported correctly.</p>			
57. Foster Care Discharge Transaction Date	3	<p><i>Frequency Report 2015B (n=15,348):</i> There are five records with a transaction year of 2012 and 10 with the year 2014.</p>	<p>The state and federal team need to discuss the dates reported in the 2015B file.</p> <p>The state and federal team need to discuss how to set this element for certain situations noted in FC56.</p>		

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

Data Element	Rating	Findings	Tasks	Date	Notes
<p>58. Reason for Discharge</p> <p>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</p>	2	<p><u>Program Code</u></p> <p>1) The discharge reasons logic is not identifying reasons for the outcome from foster care. The field used for this element may not be the correct one.</p> <p>2) <i>Interagency juvenile justice cases</i> These cases are incorrectly reported as “trial home visit” and an open case when the child is placed in their home.</p> <p>3) If the child is placed with one of the following providers, Pontiac Children Service, “Turning Point Youth Center,” or “Wolverine Treatment Center,” then the discharge reason is set to “transfer to another agency.”</p> <p><u>Data Quality</u></p> <p><i>Post Site Program Code Modifications</i> The extraction code was modified to allow the discharge reason to be null (blank) if there is a discharge date but no reason found.</p> <p><i>Frequency Report 2015A (n=15,820):</i> In FC56 there are 12,061 records with no discharge date. In FC58 there are 12,835 records reported as “not applicable.”</p> <p><i>Frequency Report 2015B (n=15,348):</i> Not Applicable = 11,883 (78%). Note that there were 11,695 records reported in FC56 as blank.</p> <p><i>Case File Review Findings – CSA (n=52):</i> 3 (6%) of the records analyzed did not match what was reported in AFCARS. There were three records reported as “not applicable” but should have had a</p>	<p><u>Program Code</u></p> <p>1) See notes in findings document. Also, federal team and state need to discuss what is being reported for this element.</p> <p>2) Report the child as discharged with the appropriate outcome reason.</p> <p>3) Tasks pending further discussion with the state team.</p> <p><u>18+ Population</u></p> <p>1) For youth 18 or older, the program code is to include a discharge reason (emancipation unless another outcome is applicable) when the child is no longer eligible (receiving) title IV-E funds or leave the program.</p> <p>1a) Youth who are 18 between April and June 30, 2012 who turn 19 or who lose their eligibility status, report a discharge reason at the time the eligibility ended.</p> <p>2) 18 year olds who are not eligible for title IV-E, report a discharge reason as of their 18th birthday. The outcome would be emancipation unless another outcome is applicable.</p>		

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

Data Element	Rating	Findings	Tasks	Date	Notes
		<p>discharge reason. Two of the error cases had a date in FC56. The outcomes were adoption, emancipation, and guardianship.</p> <p><i>Case File Review Findings – JJ (n=12): 2 (17%) of the records analyzed did not match what was reported in AFCARS. In two error cases the child was incorrectly reported as being on a “trial home visit” instead of discharged from foster care. The discharge reason should have been “reunification.”</i></p>			
59. Title IV-E (Foster Care)	2	<p><u>Program Code</u> This element remains rated a 2 due to the identified errors in both the test case and the case file review for youth over the age of 18.</p> <p><u>Data Quality</u> <i>Post Site Program Code Modifications</i> The extraction code was been modified to check the service authorization table to see if IV-E foster care payments have been authorized. This will set this element to “applies” if this is the last of the month and the payment is not made until the next month, element #59 will be “applies.”</p> <p><i>Frequency Report 2015A (n=15,820):</i> Applies = 5,300 (33.5%); Does not Apply = 10,520 (33.5%)</p> <p><i>Frequency Report 2015B (n=15,348):</i> Applies = 5,352 (35%); Does not Apply = 9,996 (65%)</p> <p><i>Case File Review Findings – CSA:</i> Two of the records analyzed did not match what was reported in AFCARS. In one error</p>	<p><u>Program Code</u> Review the extraction code to check for an error in reporting this element for youth over the age of 18. Only those youth who are eligible for (receiving) title IV-E are to be in the reporting population so this element should be “applies.”</p> <p>Also, there may be issues with how the title IV-E inter-agency juvenile justice cases are being reported.</p> <p><u>18+ Population</u> 1) For youth 18 and older who are in the AFCARS report population should only have a response of applies. 2) For youth who are 18 and are discharged, the response is either applies or does not apply as applicable report period.</p>		

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

Data Element	Rating	Findings	Tasks	Date	Notes
		<p>case, the response should have been “does not apply” instead of “applies.” The child was not in a reimbursable setting for the full six month period. In one error case, the response should have been “applies” instead of “does not apply.”</p> <p><i>Case File Review Findings – JJ (n=12):</i> In every case reviewed, the response to this element in AFCARS was “does not apply.” In one case, the reviewer noted that it should have been “applies.”</p> <p>There were eight cases noted as youth in the agency’s YAVFC program that were in the sample. In five of the cases the response for whether the youth is receiving title IV-E foster care (element #59) was “does not apply.”</p>			
60. Title IV-E (Adoption Assistance)	3	<p><u>Data Quality</u> The agency does use title IV-E Adoption Assistance funds prior to the adoption finalization in place of title IV-E foster care funds.</p> <p><i>Frequency Report 2015A (n=15,820):</i> Applies = 879 (6%); Does not Apply = 14,941 (94%)</p> <p><i>Frequency Report 2015B (n=15,348):</i> Applies =993 (6%); Does not Apply = 14,355 (94%)</p> <p>There are 186 records reported in element 41 as “pre-adoptive home.” There were 933 records reported as an outcome to adoption (element 58).</p>	Address tasks in GR21 that outline the agency’s overall data quality plan.		
61. Title IV-A	3	<p><u>Data Quality</u> <i>Frequency Report 2015A (n=15,820):</i></p>	Address tasks in GR21 that outline the agency’s overall data quality plan.		

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

Data Element	Rating	Findings	Tasks	Date	Notes
		<p>Applies = 1,721 (11%); Does not Apply = 14,099 (89%)</p> <p><i>Frequency Report 2015B (n=15,348):</i> Applies = 1,231 (8%); Does not Apply = 14,117 (92%)</p> <p><i>Post Site Program Code Modifications</i> The extraction code has been modified to ensure that the status effective date is after the latest removal date and prior to the report period end date.</p>			
62. Title IV-D (Child Support)	3	<p><u>Data Quality</u> <i>Frequency Report 2015A (n=15,820):</i> Applies = 76 (.48%); Does not Apply = 15,744 (99.52%)</p> <p><i>Frequency Report 2015B (n=15,348):</i> Applies = 1,207 (8%); Does not Apply = 14,141 (92%)</p> <p><i>Post Site Program Code Modifications</i> The extraction code was modified to include the month begin date of IV-D support. Logic was also added to verify that the payment is prior to the end of the report period and after the begin date of the report period. The state team provided clarification that the presence of the IV-D begin date implies the presence of a child support payment.</p>	Address tasks in GR21 that outline the agency's overall data quality plan.		
64. SSI or Other Social Security Benefits	3	<p><u>Data Quality</u> <i>Frequency Report 2015A (n=15,820):</i> Applies = 740 (5%); Does not Apply = 15,080 (95%)</p> <p><i>Frequency Report 2015B (n=15,348):</i> Applies = 1,070 (7%); Does not Apply = 14,278 (93%)</p>	Address tasks in GR21 that outline the agency's overall data quality plan.		

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

Data Element	Rating	Findings	Tasks	Date	Notes
		<p><i>Case File Review Findings – CSA:</i> Two of the records analyzed did not match what was reported in AFCARS. In the error cases, the response should have been “applies” instead of “does not apply.”</p> <p><i>Post Site Program Code Modifications</i> The extraction code was modified by removing railroad, miners and VA benefits from the SSI mapping.</p>			
65. None of the Above	3	<p><u>Screen:</u> Client Benefits The options on this screen include; Other, RSDI, SSI, Trust Account and Veterans Administration Benefits. Since there are other sources listed on the benefits screen, these should be mapped to this element as well if the child is receiving funds.</p> <p><u>Data Quality</u> <i>Frequency Report 2015A</i> (n=15,820): Applies = 292 (2%); Does not Apply = 15,528 (98%)</p> <p><i>Frequency Report 2015B</i> (n=15,348): Applies = 186 (1%); Does not Apply = 15,162 (99%)</p> <p><i>Post Site Program Code Modifications</i> The state’s extraction code has been modified to map railroad, miners, and VA benefits to element #65.</p>	Address tasks in GR21 that outline the agency’s overall data quality plan.		
66. Amount of Monthly	3	<p><u>Post Site Program Code Modifications</u> The extraction code was modified to check the provider number to ensure that the same provider is receiving payments for the whole month.</p>	Address tasks in GR21 that outline the agency’s overall data quality plan.		

AFCARS Assessment Review Improvement Plan: Adoption Elements
State: Michigan

Data Element	Rating	Findings	Tasks	Date	Notes
<p>7. Child's Race</p> <p>0=No 1=Yes</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>	3	<p><u>Screen:</u> Person Profile/Demographics Tab Since the State uses a single demographics screen, the issues identified in foster care element #8 will affect the information reported in the adoption file as well.</p> <p><i>Post Site Program Code Modifications</i> The extraction code was modified to add the ethnicity/ancestry values to the mapping for the child's race. Additional changes were made to check the race values associated with both the pre- and post-adoption case for the child.</p> <p>It is not clear how this element is set to blank. However, there are records reported in the 2015B AFCARS period that are missing the race information.</p>	Address tasks in GR21 that outline the agency's overall data quality plan.		
<p>8. Child's Hispanic or Latino Ethnicity</p> <p>1=Yes 2=No 3=Unable to determine</p>	3	<p><u>Screen:</u> Person Profile/Demographics Tab - Same screen as noted in FC9. Since the State uses a single demographics screen, the issues identified in foster care element #9 will affect the information reported in the adoption file as well.</p> <p><u>Data Quality</u> <i>Post Site Program Code Modifications</i> The extraction code was modified to add the ethnicity/ancestry values to the mapping for the child's Hispanic/Latino ethnicity. Additional changes were made to check the race values associated with both the pre- and post- adoption case for the child. Based on the 2015B data file, there appears to have been a correction to report missing data to blank.</p> <p><i>Frequency Report 2015A (n=769): Yes = 67 (9%); No = 635 (83%); Unable to determine</i></p>	Address tasks in GR21 that outline the agency's overall data quality plan.		

AFCARS Assessment Review Improvement Plan: Adoption Elements
State: Michigan

Data Element	Rating	Findings	Tasks	Date	Notes
		<p>= 67 (9%); Not reported = 0</p> <p><i>Case File Review Findings (n=30): 6 (20%) of the records analyzed did not match what was reported in AFCARS.</i></p>			
<p>9. Has the title IV-E agency determined that the child has special needs?</p> <p>1=Yes 2=No</p>	<p>2</p>	<p><u>Screen: Case-Adoption Finalization</u> The screen identified as the one used for AFCARS reporting is not consistent with the state's eligibility screen and list of eligibility criteria.</p> <p>The screen has a section AFCARS Factor for Special Need Determination. The options are: Mapping Default, Having another condition requiring special care, Emotionally Disturbed, Mental Retardation, Not applicable, Physically disabled, visually or hearing impaired.</p> <p><u>Screen: Financial/Eligibility/Adoption Subsidy Program - Summary Details</u> The Program Requirements section shows a list of items which were answered on the other tabs. The items in the list are: <i>child meets age criteria</i>, child is free for adoption, <i>child has special needs factors</i>, reasonable efforts to place without subsidy, biological parent is not prospective adoptive parent or guardian, and NRE eligible. <u>Program Requirements section</u> has a section <i>Special Needs Criteria</i>. The list, which includes a check box for each item, includes: Age 3 years or over, Level 2 DOC or higher, Relative Adoption, SSI eligible child, Adoption by family with previously adopted sibling, and Adoption with sibling eligible for support subsidy. Then the worker can list Pre-Adoption siblings as well as siblings eligible for support subsidy.</p>	<p><u>Screen</u></p> <p>1) Correct the fields in the system to be consistent with the state's policy for special needs determination.</p> <p>2) Ensure there is a field that the case worker can identify from all the special identified for a child, the one that was the biggest barrier to adoption.</p>		

AFCARS Assessment Review Improvement Plan: Adoption Elements
State: Michigan

Data Element	Rating	Findings	Tasks	Date	Notes
		<p><u>Program Code</u> The program code derives this information from what is reported in AD10. If one of the values “mental retardation,” “emotionally disturbed,” “physically disabled,” “another condition,” “visually or hearing imp,” or “convert**” are selected, then this element is set to “yes.” Otherwise, it is set to “no.”</p> <p>There is no logic to check for factors other than medical that would result in a “special needs” determination. The program code must be modified to check if the eligibility staff and the caseworker has determined that the child meets the criteria for special needs.</p> <p><u>Data Quality</u> <i>Frequency Report</i> (n=769): Yes = 99 (13%); No = 670 (87%); Not reported = 0 AD35, monthly subsidy - Yes = 640 (83%); No = 129 (17%)</p> <p><i>2015B Frequency Report</i> (n=995): Yes = 164 (17%); No = 831 (84%); Not reported = 0 AD35, monthly subsidy - Yes = 640 (83%); No = 129 (17%)</p> <p><i>Case File Review Findings</i> (n=30): 21 (78%) of the records analyzed did not match what was reported in AFCARS.</p>	<p><u>Program Code</u> 1) Once the screen is modified, correct the program code to properly set this element to either yes or no.</p>		
<p>10. Primary Factor or Condition for Special Needs</p> <p>0=Not applicable 1=Racial/Ethnic Background 2=Age 3=Membership in a Sibling</p>	2	<p><u>Program Code</u> 1) Only the conditions Mental Retardation, Emotionally Disturbed, Physically disabled are uses to set this element (set to “medical conditions or mental, physical or emotional disabilities”). he values visually or hearing impaired,</p>	<p><u>Program Code</u> 1) Modify the program code to map primary basis of special need based on screen changes noted in AD9.</p>		

AFCARS Assessment Review Improvement Plan: Adoption Elements
State: Michigan

Data Element	Rating	Findings	Tasks	Date	Notes
<p>Group 4=Medical conditions or Mental, Physical or Emotional Disabilities 5=Other</p>		<p>convert, and another condition [requiring special care] are incorrectly mapped to "other [state defined].</p> <p>2) If the value is "Not applicable" or blank, then this element is set to "not applicable." This is incorrect.</p> <p><u>Data Quality</u> <i>Frequency Report</i> (n=769): Not applicable = 670 (87%); Race/Original Background = 0; Age = 0; Sibling group = 0; Medical, etc. = 48 (6%); Other = 51 (7%); Not reported = 0 <i>2015B Frequency Report</i> (n=995): Not applicable = 831 (84%); Race/Original Background = 0; Age = 0; Sibling group = 0; Medical, etc. = 68 (7%); Other = 96 (10%); Not reported = 0 <i>Case File Review Findings</i> (n=30): 19 (83%) of the records analyzed did not match what was reported in AFCARS.</p>	<p>2) If information is missing, set this element to blank.</p>		
<p>Elements #11 – 15 0=Does not Apply 1=Yes, applies</p>		<p><u>Post Site Program Code</u> 1) The agency partially corrected the program code to set these elements only if the primary basis for special needs is a medical condition. 2) The logic used in the adoption file is a direct copy of the logic for FC10 - 15 in the foster care extraction; including the logic to</p>	<p><u>Screen</u> Since these are diagnosed conditions that are to be reported, the agency should use the same screen and fields that is used for reporting the foster care elements 11 – 15.</p> <p><u>Program Code</u> 1) Modify the program code to not check for the value "5, other [state defined special need]. 2) Correct the program code to check the diagnosed conditions screen (if the response to AD10 is "4," and map the diagnosed conditions to the</p>		

AFCARS Assessment Review Improvement Plan: Adoption Elements
State: Michigan

Data Element	Rating	Findings	Tasks	Date	Notes
		<p>set the element to “not yet determined.” This is for foster care only.</p> <p>The extraction code was modified to add treatment date as a qualifier to the search for each of the categories from the individual characteristics table. The dates are not relevant as they are in the foster care file. Additional logic was added to check the child's health screen which also has a treatment date associated with the disability categories. For determining eligibility for an adoption assistance subsidy or service, and for the eligibility worker and the caseworker to determine the child has special needs due to health issues, the child has to have an active diagnosed condition.</p>	<p>appropriate element.</p> <p>See the foster care elements for findings regarding the mapping of conditions.</p>		
16. Mother's Year of Birth	3	<p><u>Data Quality</u> <i>Frequency Report 2015A</i> (n=769): 2000 = 1; 2013 = 2; Not Reported = 69 <i>2015B Frequency Report</i> (n=995): 2006=2; 2008=2; 2009=1; 2011=2; 2012=3; Not reported = 72</p> <p><i>Case File Review Findings</i> (n=30): 4 (14%) of the records analyzed did not match what was reported in AFCARS.</p> <p><i>Post Site Program Code Modifications</i> The extraction code was modified to allow for same sex couples rather than relying on gender for setting parent 1. Also, the program code now checks for a year of birth that is greater than 1/1/1901 in order to address the finding regarding a default year.</p>	Address tasks in GR21 that outline the agency's overall data quality plan.		
17. Father's Year of Birth	3	<p><u>Data Quality</u> <i>Frequency Report 2015A</i> (n=769): 1900 =</p>	Address tasks in GR21 that outline the agency's overall data quality plan.		

AFCARS Assessment Review Improvement Plan: Adoption Elements
State: Michigan

Data Element	Rating	Findings	Tasks	Date	Notes
		<p>2; 2009 = 1; 2011 = 1; 2012 = 1; Not Reported = 160 <i>2015B Frequency Report (n=995):</i> 2006=4; 2007=1; 2008=2; 2009=7; 2010= 2; 2011=1; 2012=1; 2013=1; 2014=1; Not reported = 84</p> <p><i>Case File Review Findings (n=30):</i> 5 (17%) of the records analyzed did not match what was reported in AFCARS.</p> <p><i>Post Site Program Code Modifications</i> The extraction code was modified to allow for same sex couples rather than relying on gender for setting parent 2. Also, the program code now checks for a year of birth that is greater than 1/1/1901 in order to address the finding regarding a default year.</p>			
<p>18. Was the Mother married at the time of the child's birth?</p> <p>1=Yes 2=No 3=Unable to determine</p>	<p>2</p>	<p><u>Program Code</u> This element is mapped directly from the field on the screen. However, it appears that instead of checking for the value "unable to determine" it defaults to this value if the field is blank.</p> <p><u>Data Quality</u> <i>Frequency Report (n=769):</i> Yes = 128 (17%); No = 529 (69%); Unable to determine = 112 (15%); Not reported = 0</p> <p><i>2015B Frequency Report (n=995):</i> Yes = 160 (16%); No = 593 (60%); Unable to determine = 242 (24%); Not reported = 0</p> <p><i>Case File Review Findings (n=30):</i> 4 (14%) of the records analyzed did not match what was reported in AFCARS.</p>	<p><u>Program Code</u> 1) If the field is blank, set this element to blank.</p>		

AFCARS Assessment Review Improvement Plan: Adoption Elements
State: Michigan

Data Element	Rating	Findings	Tasks	Date	Notes
		<p><u>Screen: Person Profile/Additional Tab</u> There is a section "Miscellaneous Information." This includes the field "was the child's mother married at the time of the child's birth." The options are "yes," "no," and "unable to determine."</p> <p>See previous notes regarding the use of the AFCARS administrative value "unable to determine." In the context of this element, the primary reason for not having the information is if the child entered as a Safe Haven infant. In these cases, you may not have the mother's information.</p>			
19. Date of Mother's Termination of Parental Rights	3	<p><u>Data Quality</u> <i>Frequency Report</i> (n=769): 25 records have no date</p> <p><i>2015B Frequency Report</i> (n=995): 61 records have no date. <i>Case File Review Findings</i> (n=30): 11 (37%) of the records analyzed did not match what was reported in AFCARS.</p> <p><i>Post Site Program Code Modifications</i> The extraction code was modified to find the mother's TPR date when the parent 1 record number is missing or when there is a record number but there is no date.</p> <p>Additional changes account for children whose TPR and order of adoption is in one reporting period but not entered until the next.</p> <p>Changes were made (as noted previously) to account for same sex couples. The logic is no longer gender specific when there are two "parents" of the same sex.</p>	Address tasks in GR21 that outline the agency's overall data quality plan.		

AFCARS Assessment Review Improvement Plan: Adoption Elements
State: Michigan

Data Element	Rating	Findings	Tasks	Date	Notes
20. Date of Father's	3	<p><u>Data Quality</u> <i>Frequency Report (n=769):</i> There are 36 records with no date. There is one record with an invalid date.</p> <p><i>2015B Frequency Report (n=995):</i> 56 records have no date.</p> <p><i>Case File Review Findings (n=30):</i> 12 (40%) of the records analyzed did not match what was reported in AFCARS.</p> <p><i>Post Site Program Code Modifications</i> The extraction code was modified to find the father's TPR date when the parent 2 number is missing or when it is present but the date is missing.</p> <p>Additional changes account for children whose TPR and order of adoption is in one reporting period but not entered until the next.</p> <p>Changes were made (as noted previously) to account for same sex couples. The logic is no longer gender specific when there are two "parents" of the same sex.</p>	Address tasks in GR21 that outline the agency's overall data quality plan.		
23. Adoptive Mother's Year of Birth	3	<p><u>Data Quality</u> <i>Frequency Report (n=769):</i> There are 714 records with a year and 55 records as blank. There were only 41 records reported in AD22 a single male.</p> <p><i>2015B Frequency Report (n=995):</i> There are 78 records reported as blank. There are 38 records reported in AD22 as a single male.</p> <p><u>Program Code</u></p>	Address tasks in GR21 that outline the agency's overall data quality plan.		

AFCARS Assessment Review Improvement Plan: Adoption Elements
State: Michigan

Data Element	Rating	Findings	Tasks	Date	Notes
		<p>The program checks the adoptive mother's year of birth from the provider table.</p> <p>Same sex couples are not handled in the code so the first female year of birth is used.</p>			
24. Adoptive Father's Year of Birth	3	<p><u>Data Quality</u> <i>Frequency Report (n=769):</i> There are 583 records with a year and 186 records as blank. There were 158 records reported in AD22 as single female.</p> <p><i>2015B Frequency Report (n=995):</i> There are 269 records reported as blank. There are 236 records reported in AD22 as a single female.</p> <p>Same sex couples are not handled in the code so the first male year of birth is used.</p>	Address tasks in GR21 that outline the agency's overall data quality plan.		
25. Adoptive Mother's Race	3	<p><u>Screen: Person Profile/Demographics Tab</u> Since the State uses a single demographics screen, the issues identified in the foster care elements will affect the information reported in the adoption file as well.</p> <p><u>Data Quality</u> <i>Frequency Report (n=769):</i> There are no records reported as blank.</p> <p><i>2015B Frequency Report (n=995):</i> There are 96 records reported as blank. There are 38 records reported in AD22 as a single male.</p> <p><i>Case File Review Findings (n=30):</i> 1 of the records analyzed did not match what was reported in AFCARS. In the error case a race should have been reported because the child was adopted by a married couple and not a single male. All fields indicated</p>	Address tasks in GR21 that outline the agency's overall data quality plan.		

AFCARS Assessment Review Improvement Plan: Adoption Elements
State: Michigan

Data Element	Rating	Findings	Tasks	Date	Notes
		<p>“no.”</p> <p><i>Post Site Program Code Modifications</i> The extraction code was modified to report the adoptive mother’s race information as blank if the adoptive family structure is “single male.”</p> <p>For same sex couples, both fields are used regardless of gender.</p> <p>The extraction code was modified to add the ethnicity/ancestry values to the mapping for this element.</p>			
<p>26. Adoptive Mother's Hispanic Origin</p> <p>0=Not Applicable 1=Yes 2=No 3=Unable to determine</p>	<p>2</p>	<p><u>Screen: Person Profile/Demographics Tab</u> Since the State uses a single demographics screen, the issues identified in the foster care elements will affect the information reported in the adoption file as well.</p> <p><u>Program Code</u> There is no logic to set this element to “not applicable” when the child is adopted by a single male.</p> <p><u>Data Quality</u> <i>Frequency Report (n=769):</i> Not Applicable = 0; Yes = 1 (.24%); No = 178 (23%); Unable to determine = 590 (77%); Not reported = 0</p> <p><i>2015B Frequency Report (n=995):</i> Not Applicable = 0; Yes = 24 (3%); No = 862 (87%); Unable to determine = 19 (2%); Not reported = 90 There are 38 records reported in AD22 as a single male.</p> <p><i>Case File Review Findings (n=30):</i> 24</p>	<p><u>Program Code</u> 1) Modify the program code to set this element to “not applicable” if the child is adopted by a single male.</p>		

AFCARS Assessment Review Improvement Plan: Adoption Elements
State: Michigan

Data Element	Rating	Findings	Tasks	Date	Notes
		<p>(86%) of the records analyzed did not match what was reported in AFCARS.</p> <p><i>Post Site Program Code Modifications</i> The program code was modified to report missing information to blank. For same sex couples, both fields (#26 and 28) are used regardless of gender.</p>			
27. Adoptive Father's Race	3	<p><u>Screen:</u> Person Profile/Demographics Tab Since the State uses a single demographics screen, the issues identified in the foster care elements will affect the information reported in the adoption file as well.</p> <p><u>Data Quality</u> <i>Frequency Report (n=769):</i> There are no records reported as blank. <i>2015B Frequency Report (n=995):</i> There are 288 records reported as blank. There are 236 records reported in AD22 as a single female.</p> <p><i>Case File Review Findings (n=30):</i> 5 (18%) of the records analyzed did not match what was reported in AFCARS.</p> <p><i>Post Site Program Code Modifications</i> The extraction code was modified to report the adoptive father's race information as blank if the adoptive family structure is "single female."</p> <p>The ancestry field is checked and if a race is selected it is mapped to the appropriate race category.</p> <p>For same sex couples, both fields are used regardless of gender.</p>	Address tasks in GR21 that outline the agency's overall data quality plan.		
28. Adoptive Father's Hispanic	2	<u>Program Code</u>	<u>Program Code</u>		

AFCARS Assessment Review Improvement Plan: Adoption Elements
State: Michigan

Data Element	Rating	Findings	Tasks	Date	Notes
<p>Origin</p> <p>0=Not Applicable 1=Yes 2=No 3=Unable to determine</p>		<p>There is no program code to set this element to “not applicable” when the adoptive parent is a single female.</p> <p><u>Data Quality</u> <i>Frequency Report (n=769):</i> Not Applicable = 0; Yes = 10 (1%); No = 125 (16%); Unable to determine = 634 (82%); Not reported = 0 <i>2015B Frequency Report (n=995):</i> Not Applicable = 0; Yes = 15 (2%); No = 683 (69%); Unable to determine = 20 (2%); Not reported = 277 There are 236 records reported in AD22 as a single female.</p> <p><i>Case File Review Findings (n=30):</i> 26 (93%) of the records analyzed did not match what was reported in AFCARS.</p> <p><i>Post Site Program Code Modifications</i> The program code was modified to report missing information as blank.</p> <p>For same sex couples, both fields (#26 and 28) are used regardless of gender.</p>	<p>1) Modify the program code to set this element to “not applicable” if the child is adopted by a single female.</p>		
<p>29. Relationship to Adoptive Parent-Stepparent 30. Relationship to Adoptive Parent -Other Relative 31. Relationship to Adoptive Parent -Foster Parent 32. Relationship to Adoptive Parent -Other Non-relative</p> <p>0 = Does not Apply 1 = Applies</p>	2	<p><u>Screen Elements #29 –32:</u> Resource home and person profile The options are single select.</p> <p><u>Program Code</u> The program code must be modified to identify all relationships and set all relationships that are applicable.</p> <p><u>Data Quality</u> <i>Frequency Report (n=769):</i> There are no records reported with more than one relationship marked as “yes, applies.”</p>	<p><u>Screen</u> 1)The system must be modified to allow for multiple selections. Modify the options list to at a minimum, distinguish between foster parent - relative and foster parent - non-relative. An alternative to changing the screen field is if the program code can identify all relationships using other fields in the system.</p> <p><u>Program Code</u> Modify the program code to report all</p>		

AFCARS Assessment Review Improvement Plan: Adoption Elements
State: Michigan

Data Element	Rating	Findings	Tasks	Date	Notes
			applicable relationships between the child and the adoptive parent.		
33. Child was placed from 1=Within State or Tribal Service Area 2=Another State or Tribal Service Area 3=Another Country	2	<p><u>Screen: Legal Status</u></p> <p><u>Program Code</u> If the value in the out-of-state court indicator is "1," [value not found] then this element is set to "within state." If the value in out of state court indicator is "2," [value not found] then this element is set to "another state or tribal service area." There is no code value for "3-Another Country."</p> <p><u>Data Quality</u> <i>Frequency Report (n=769):</i> All records reported as "within state." <i>2015B Frequency Report (n=995):</i> All records reported as "within state."</p>	<p><u>Screen: Legal Status</u> The agency needs to either add this information as a field in the system or identify what fields in the system would reflect the address of the placing agency.</p> <p><u>Program Code</u> 1) The program code must be modified to account for placement from another country. 2) The program code must be modified to check the address of the placing agency (private or individuals) to determine if the child was being placed from within state or another state.</p>		
34. Child was placed by 1=Public agency 2=Private agency 3=Tribal Agency 4=Independent person 5=Birth parent	2	<p><u>Screen</u> The AFCARS Data Dictionary sent with the post-site materials indicates that the Non-CPS Intake Screen will be used. The chart lists organizations that are listed in the drop-down field Organization Category. The options for independent person, private agencies not under contract with the state, and birth parent will be added to the option list. The mapping of the values to the AFCARS values is correct.</p> <p><u>Data Quality</u> <i>Frequency Report (n=769):</i> All records reported as "public agency." <i>2015B Frequency Report (n=995):</i> There</p>	<p><u>Screen</u> 1) Complete changes to the screen to include: Independent person, private agencies not under contract with the state, and birth parent.</p> <p><u>Program Code</u> 1) Once the additional options noted above in the screen findings are added, modify the extraction code to map them to the correct AFCARS value.</p>		

AFCARS Assessment Review Improvement Plan: Adoption Elements
State: Michigan

Data Element	Rating	Findings	Tasks	Date	Notes
		<p>are eight records reported as blank.</p> <p><i>Post Site Program Code Modifications</i> The program code was modified and no longer is hard-code to "public agency." Logic was added to check the organization type code. If DHS County Office, DHS Residential, Court, Central Office, Private Agency, Other State Agency, or Central Intake are found, then this element is set to "public agency."</p> <p>Tribe is mapped to "tribal agency."</p>			
<p>35. Is the Child Receiving a Monthly Subsidy?</p> <p>1=Yes 2=No</p>	3	<p><u>Data Quality</u> <i>Frequency Report (n=769):</i> Yes = 640; No = 129</p> <p><i>Post Site Program Code Modifications</i> The program code was modified. If the monthly amount is equal or greater than zero, or if there is Adoption Medical Assistance or Medicaid, this element is set to "yes."</p>	Address tasks in GR21 that outline the agency's overall data quality plan.		
36. Monthly Amount	3	<p><u>Data Quality</u> <i>Case File Review Findings (n=30):</i> 5 (20%) of the records analyzed did not match what was reported in AFCARS.</p> <p><u>Program Code</u> The program code checks the payment request claim and if the amount is greater than zero, reports that amount. This amount is the per diem amount that was negotiated with the adoptive family and is in the adoption agreement. Due to the errors in the case file review, this element may be rated a 3.</p>	Address tasks in GR21 that outline the agency's overall data quality plan.		