



Arizona

NYTD Review Final Report

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ADMINISTRATION FOR
CHILDREN & FAMILIES



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1. Introduction

1.1 Background

The John H. Chafee Foster Care Program for Successful Transitions to Adulthood (the Chafee Program) at section 477 of the Social Security Act provides states with flexible funding to carry out programs that assist youth in making the transition from foster care to self-sufficiency.¹ This law required the Administration for Children and Families (ACF) to develop a data collection system to track Independent Living (IL) services states provide to youth and develop outcome measures to assess states' performance in operating IL programs. The National Youth in Transition Database (NYTD) was implemented by [regulation](#) in 2008. Consistent with the regulation, states engage in two data collection activities for NYTD. First, states collect information on youth and the IL services they receive that are paid for or provided by the state agency that administers the Chafee Program. Second, states collect outcome information on youth in foster care at age 17 whom the state will follow over time and collect additional outcome information at ages 19 and 21. The collected information allows ACF to track which IL services states provide and to assess the collective outcomes of youth. NYTD also provides a new source of data to assist in determining the effectiveness of IL programs nationwide. In addition, because a common identifier must be used for youth reported to both NYTD and the [Adoption and Foster Care Analysis and Reporting System \(AFCARS\)](#), this enables ACF to analyze the information related to a youth's foster care experiences reported to AFCARS along with services and/or outcome information reported to NYTD.

1.2 Overview of the NYTD Review

To ensure that data are available to be used for the purposes outlined above, it is important to periodically assess the accuracy of the child welfare data submitted by states. The primary way we monitor NYTD data quality is through our semiannual review of state NYTD data files. The NYTD regulation lists compliance standards to assess whether state data meets minimal standards for timeliness and quality (45 CFR 1356.85). For this reason, the Children's Bureau also specified in the regulation at 45 CFR 1356.85(d)(2) that the agency may use other monitoring tools or assessment procedures to determine whether a state is meeting all NYTD requirements.

The purpose of the NYTD Review is to evaluate comprehensively the Chafee agency's policies and practices related to collecting and reporting timely, reliable, and accurate data on youth in transition. To do so, the state's NYTD data collection processes are assessed against the NYTD requirements in the [federal regulation](#), policy issuances, and the [NYTD technical bulletins](#) by:

¹ Public Law 106 - 169 established the John H. Chafee Foster Care Independence Program (CFCIP). Public Law 115 - 123, enacted on February 9, 2018, renamed the program the John H. Chafee Foster Care Program for Successful Transitions to Adulthood.

- Validating and verifying that the state’s child welfare information system can collect, manage and report required data on youth in transition, including confirming that states operating a Statewide Automated Child Welfare Information System (SACWIS) or Comprehensive Child Welfare Information System (CCWIS) that receive federal financial participation (FFP) are collecting and managing NYTD data consistent with federal requirements;
- Evaluating the state’s survey methodology, including validating the instruments used to collect outcomes data and reviewing the state’s approach to locating and engaging youth in the survey; and
- Assessing the timeliness, accuracy, reliability and completeness of data.

The NYTD Review has three distinct phases: pre-onsite, onsite, and post-onsite. In the **pre-onsite phase**, the state and federal team conducts a series of pre-onsite planning calls together while the state prepares and submits documentation describing how it has implemented NYTD requirements. The **onsite phase** includes demonstrations of key aspects of the states’ data collection system and a review of a sample of case records. We also conduct stakeholder interviews during the review with youth, caseworkers and service providers. Through this process, we learn more about the state’s capacity to collect accurate data consistent with the definitions of the data elements specified in the NYTD regulation and to document the state’s readiness to use NYTD data for program management and evaluation. Following the onsite review, we prepare a report to document our findings, list suggested resources and supports if technical assistance needs are identified, and explain the actions the state should take to improve the quality and accuracy of data collection for NYTD as part of the **post-onsite phase**.

Figure 1. Overview of the NYTD Review Phases

Pre-onsite phase	Onsite phase	Post-onsite phase
Planning conference calls System and survey documentation Test cases Case record review sample Requirements Workbook <i>Duration:</i> 16 weeks	Entrance and exit conference System demonstration Case record review Stakeholder interviews CQI discussion <i>Duration:</i> 4 days	Debrief conference call Final report Improvement plan <i>Duration:</i> 16 weeks, plus up to 3 years to complete improvement plan

1.3 Requirements Subject to Review and Rating Factors

There are two major areas assessed during the review: the 7 **general requirements** for NYTD data collection and reporting and the 58 NYTD **data elements**. The general requirements include the populations to be reported to NYTD, the technical requirements for constructing a data file and data quality.

Figure 2. General Requirements

1. The state reports information on all youth in the served population.
2. The state reports information on all youth in the baseline population.
3. The state reports information on all youth in the follow-up population.
4. The state implements an appropriate survey methodology to collect youth outcomes data.
5. The state follows ACF's sampling procedures (*applicable to states opting to sample only*).
6. The state reports NYTD data files following ACF's specifications.
7. The state conducts quality assurance to ensure NYTD information can be analyzed and used.

During a NYTD Review, each of the 7 general requirements and each of the 58 data elements are assessed against the requirements in the regulation and other policy and technical issuances. The state's NYTD data also are evaluated for quality. For the data to be considered quality data, it must be timely, accurate, complete and reliable. Findings and observations from each component of the review are analyzed to determine a rating factor for each general requirement and each data element (see Section 2.7 of the *Guide to the NYTD Review* for more information).

The rating factors used to evaluate NYTD requirements and data elements are listed in Figure 3. A state must make improvements in each requirement/element identified in the final report with a rating factor of "3" or lower (i.e., the state does not fully meet the requirement). These improvements may involve making changes to the information system, extraction routine, and/or data entry to fully satisfy the requirement. In other cases, improved training or clarifying guidance or documentation may be recommended. A "4" rating factor (i.e., state fully meets the NYTD requirement) is not assigned until all system issues and data quality issues have been addressed in the improvement planning phase. While there is not an expectation that data are 100% accurate for every element, there is an expectation that the data be of a significant level of completeness and without inconsistency errors, and that this quality would also be maintained over a number of report periods.

Figure 3. NYTD Review Rating Factors

Rating Factor	General Requirements Definition	Data Elements Definition
4	<p>The requirement has been met and the state has developed and implemented policies/practices that support the collection and reporting of high quality data to the NYTD system. For example:</p> <ul style="list-style-type: none"> • The state has collected accurate, timely and complete information on required reporting populations. • The state has implemented a survey methodology using a valid survey instrument and has achieved a high survey participation rate. • The state has followed all technical guidance in conducting sampling and reporting the NYTD file. <p>There are quality assurance processes in place to ensure all NYTD data are accurately entered into the system and to identify and resolve data quality issues.</p>	<p>The requirement has been met and the state has sustained a high level of quality data for the element. For example:</p> <ul style="list-style-type: none"> • The state's methodology for collecting, extracting and reporting information for an element is consistent with NYTD requirements. • The state has a process to keep data elements up-to-date, even for a youth exiting foster care. • The state has reported consistently high quality data for the element over time.
3	<p>There are practice or design issues affecting data quality. For example:</p> <ul style="list-style-type: none"> • There is inadequate training for workers to understand how to collect NYTD data. • The state has reported missing or logically inconsistent responses from youth on the NYTD survey. <p>There are inadequate supervisory controls for ensuring timely and accurate data entry.</p>	<p>There are data quality issues identified for a data element. For example:</p> <ul style="list-style-type: none"> • There are data errors or data quality advisories flagged for the element in NYTD reports. • Information for the element is not consistently entered by workers. <p>There incorrect or ambiguous instructions, definitions, data entry screens or forms for the element.</p>

Rating Factor	General Requirements Definition	Data Elements Definition
2	<p>There are technical problems prohibiting the system from meeting the requirement. For example:</p> <ul style="list-style-type: none"> • The system requires modification to collect accurate, timely and complete information on required reporting populations. • The state's survey instrument contains incorrect questions, response options or contains misleading information that hinders a youth's participation in the survey. 	<p>There are technical problems prohibiting the system from collecting information consistent with NYTD requirements. For example:</p> <ul style="list-style-type: none"> • The state's data collection method and/or information system has the capability to collect the data, but the program logic used to construct the NYTD file has errors. • The state uses default values for blank information for the element. • Information for the element is coming from the wrong module or field in the system. • The system needs modification to encompass all conditions or possible values to collect information on the element. <p>The extraction code for the NYTD report selects and reports incorrect information for the element.</p>
1	<p>The requirement has not been implemented. For example:</p> <ul style="list-style-type: none"> • The state is not collecting and reporting information on a required reporting population. <p>The state does not conduct quality assurance on NYTD data.</p>	<p>The data element is not collected or reported in the system. For example:</p> <ul style="list-style-type: none"> • The state's data collection method and/or information system does not have the capability to collect the correct information for the element (i.e., there is no data field on the screens or form). <p>There is no program logic to extract information on the element.</p>
0	<p>State operating a SACWIS or CCWIS for which it received federal financial participation (FFP) found not to be collecting or managing NYTD data in its system consistent with federal requirements.</p>	<p>State operating a SACWIS or CCWIS for which it received federal financial participation (FFP) found not to be collecting or managing NYTD data in its system consistent with federal requirements.</p>

2. Findings

2.1 Overview of the Onsite Phase in Arizona

On February 13–16, 2018, the Children’s Bureau conducted the onsite NYTD Review visit in collaboration with the state of Arizona’s National Youth in Transition Database (NYTD) implementation team in the Department of Child Safety (DCS). The federal team consisted of representatives from the CB Central Office, CB Region 9 Office, staff from CB’s NYTD Help Desk, Young Adult Reviewers, and additional consultants from JBS International, Inc.

The onsite review began with a demonstration of the state’s child welfare information system, Children’s Information Library and Data Source (CHILDS). Next, the federal team completed the case record review using a 30-case sample of records reported in the 2017B File (April 1, 2017 to September 30, 2017) and 2016B (April 1, 2016 to September 30, 2016). Finally, the federal team interviewed over 25 individuals including foster care case managers, independent living service providers, judicial partners, foster parents and other individuals. In addition, we spoke to youth in foster care and youth who were formerly in foster care during a specialized focus group. The Children’s Bureau provided test case scenarios to the state on November 14, 2017. The state was able to enter, extract, and report these test data from CHILDS on February 5, 2018. Findings from the test cases were discussed during the system demonstration during the on-site review.

2.2 Overview of Findings

As part of the post-onsite phase, the state’s documents, data, case file review findings, and onsite notes were assessed to make the final determination of findings. This section contains a summary of the significant reporting and data quality issues we identified as part of this comprehensive assessment. Where applicable, the data element, test case number, or case review sample number applicable to each finding is in parentheses. The state should review carefully all the findings in this report as the Children’s Bureau has made changes to the findings and rating factors issued in the preliminary assessment on February 16, 2018. For additional information on specific issues for the general requirements and the data elements, please see Appendix C.

Table 1. Summary Ratings for General Requirements and Data Elements

Rating	Number of 7 General Requirements With a Rating	Number of 58 Data Elements With a Rating
4	1	12
3	0	4
2	3	40
1	2	2
0	0	0
Not applicable	1	–

2.2.1 Data Collection on Youth Demographics **(General Requirements 1, 2 and 4; Data Elements 4–19, 36)**

NYTD collects information on youth demographics in NYTD data elements 4–19 and 36. These data elements provide critical information on basic characteristics of youth reported to NYTD. Many of these elements already are required to be reported for other purposes, including reports to AFCARS. Having reliable and accurate data on the characteristics of youth is an important component in assessing the adequacy and quality of services provided to meet the unique needs of youth in transition.

The NYTD Review identified challenges in the state’s collection and management of information based on the system demonstration conducted on February 13, 2018 and the Case Record Review on February 14, 2018. In general, the demographic and ethnicity information reported for AFCARS is reported for NYTD. However, the following changes need to be made to report the demographic and ethnicity information for NYTD:

- Allow the selection of “race: unknown” (**element 11**) in combination with the other reported races (**elements 6 through 10**).
- Add a “declined” for **element 13** (Hispanic or Latino ethnicity).

To implement NYTD, the state created the NYTD Service Screen (LCH481) that allows the assigned worker to report information on youth and young adults receiving independent living services through Chafee. This screen is associated with a person and allows any youth who is active in CHILDS to be reported to NYTD. DCS Specialists (for eligible youth in an open DCS case) or Arizona Children’s Association (AzCA) staff (for eligible youth in services after foster care) complete the LCH481 screen during each reporting period. This screen captures a “yes” or “no” answer for element 14 and 16–33. The NYTD Services Screen (LCH481) “pops-up” 60 days before the end of the reporting period and remains active for 30 days after the reporting period ends for assigned DCS Specialists.

Youth served by AzCA who are in Arizona’s foster care system can receive services as part of their IL Skills program (generally between the ages of 16 and 18). The services provided to youth in foster care are reported in AzCA’s notes to the DCS Specialist. The DCS Specialist should review these notes and complete the LCH481 based on the information reported by AzCA. This is also true of other services provided to youth in foster care (e.g. group homes, foster homes, and other service providers). Essentially, the DCS Specialist acts as the person who is to review all applicable information and report to NYTD based on the review and assessment of IL services.

For youth in AzCA’s Transitional Independent Living Program (TILP), the TILP Specialist completes the NYTD information in their electronic system (mirrors the LCH481 screen). This information is then entered in CHILDS by a data entry person at AzCA. The state anticipates providing additional access to their information system or the ability to exchange when they move to the CCWIS System (called Guardian).

Of note, there are additional screens in CHILDS to collect information on **element 14** (foster care status – services, LCH191F), **element 16** (federally recognized tribe, LCH021), **element 17** (adjudicated delinquent status, LCH100), **element 18** (educational level, LCH071), and **element 19** (special education, LCH072) but these screens are not used to report information to NYTD.

During the System Demonstration and the Case Record Review, the following items were noted:

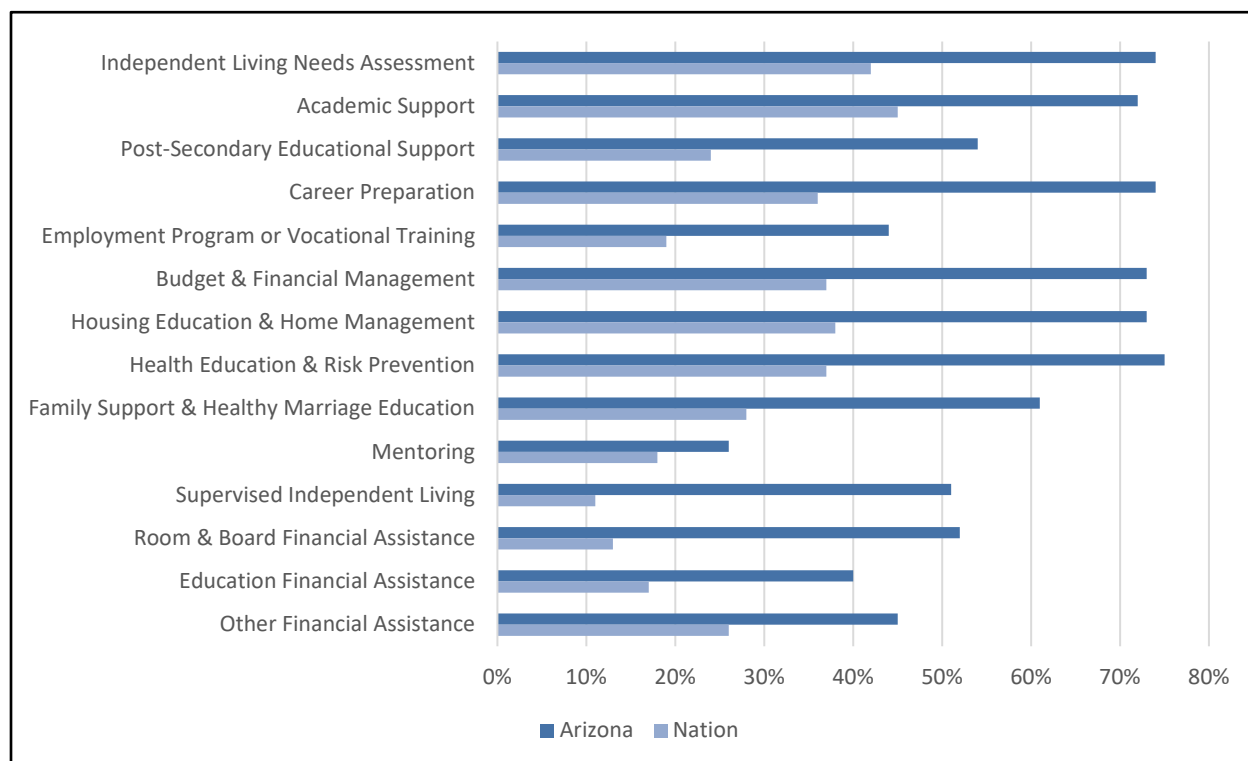
- The state is reporting foster care status (**element 14**) based on the state’s definition of foster care. Therefore, youth who remain in Arizona’s foster care system after the age of 18 are, in general, reported as “in foster care.” Therefore, once changes are made to foster care status the state will need to confirm that the right FIPS code is being reported for those no longer in foster care.
- The information reported every six months to NYTD is based on the premise that the DCS Specialist provider is knowledgeable about the youth’s:
 - Membership in a federally recognized tribe (**element 16**)
 - Adjudicated delinquent status (**element 17**)
 - Educational level and receipt of special education status (**elements 18 and 19**).

However, there was little documentation to support the responses to the NYTD questions for these elements. As part of the state’s improvement efforts, Arizona will need to determine what level of documentation should be in the case file to support case planning for a youth in general, and reporting for NYTD.

2.2.2 Data Collection on Independent Living Services (General Requirement 1; Elements 20–33)

NYTD collects information on independent living (IL) services provided to youth in data **elements 20–33**. Given NYTD’s goal of providing data to help determine which services are related to positive outcomes for youth, complete and accurate service data are vital. In Arizona, the DCS administers the state’s IL program. The target population for IL services is youth age 16 and older in foster care up to age 21. Once youth exit from foster care, IL services are available through the state’s contracted provider, Arizona Children’s Association (AzCA) until the age of 21. Foster Care to Success administers the state’s Education and Training Voucher (ETV) program, awarding 400 ETVs for the 2015 to 2016 school year.

Figure 4. Comparison of Independent Living Services Provided in FY 2017, Arizona and United States



In order to report NYTD services for youth in foster care, the DCS Specialist reviews the information that has been provided to them about the IL services the youth may have received (through IL Skills Training, at their foster home or other placement provider) during the reporting period. Then on the NYTD Services screen (LCH481), the DCS Specialist selects “yes” or “no” to report services in the 14 NYTD service categories. DCS Specialists are able to “click” and look at a pop-up screen that provides the NYTD definition (a few categories contain information specific to Arizona). NYTD Services to young adults who are no longer in foster care but who receive services through AzCA are reporting using the same NYTD Services screen. AzCA TILP Specialists also answer the same 14 NYTD service category questions. However, they do so in their agency’s case management system. Then the data specialist for AzCA enters the information into the CHILDS system using the information provided by the AzCA TILP Specialist.

The case record review provided an opportunity to look in-depth at the types of services provided under the 14 service categories. During the system demonstration, the state provided information on the expected types of services a youth could receive across the 14 service categories. Ten cases were drawn for the sample because youth had received services during the 2017B reporting period. Five more cases contained information on services. Of those 15 cases, there were 138 services reported. However, for 92 of these services, reviewers could not identify whether any activities or supports that matched the reported service category were provided to the youth. Across all cases reviewed, reviewers identified 12 additional services that were provided but were not reported to NYTD.

For all these reasons, the Children's Bureau cannot validate that the state's data collection practices are reliably providing accurate and complete information on the services provided to youth. As a result, General Requirement 1 is rated a "2." The data collection challenges summarized above impede the state's ability to monitor the performance of the IL program to support transitions to adulthood for young people. Based on these findings, the Children's Bureau encourages the state to re-evaluate its approach to collecting information on the served population to monitor the delivery of services based on appropriate IL needs assessments.

Feedback From Stakeholders Regarding the Independent Living Program

During the NYTD Review, the state of Arizona coordinated interviews with over 25 stakeholders who either work with youth in foster care or are involved in the provision of IL services. While some stakeholders expressed areas where DCS could improve communication and services, many were able to highlight programs and services they thought were important to youth transitioning out of foster care. Creating partnerships between DCS and other service agencies and institutions is critical to the service needs for youth transitioning out of foster care.

Few individuals were knowledgeable about the collection of NYTD data, unless they were directly responsible for providing services data or administering the survey. However, the stakeholders interviewed acknowledged that they were interested in the data provided by NYTD and wished the state provided this information more transparently. Many stakeholders also acknowledged that the state should operate in partnership with them to administer the survey and that it should not be the sole responsibility of the DCS to administer the follow-up survey to all young adults.

Stakeholders reported that the quality of the casework provided by the DCS Specialist can impact the degree to which a youth receives robust IL services and the quality and frequency of those services. Stakeholders were able to name specific populations of youth who may have additional barriers to receiving services: youth with mental health issues, youth in rural areas, some Tribal youth, and youth who may be labelled as a sexual offender. Affordable housing (in safe neighborhoods) was also identified by stakeholders as a critical need for youth.

Both youth and other stakeholders emphasized the importance of planning for the transition from foster care. Stakeholders reported uneven practice with transition planning, with some identifying intensive transition planning meetings and others reporting less robust services. While youth acknowledged that it may be hard to help them plan for the future, other stakeholders stated they wanted to be more a part of the process to be the supportive adults for the youth as transitioning is happening. Some stakeholders were unaware of the services available to young adults after the age of 18. Youth and supportive adults working with youth expressed regret about decisions to leave foster care after the age of 18, and stated it was too difficult to re-enter foster care.

Youth and stakeholders both acknowledged that the type of placement and the placement provider can determine the quality of IL services. Stakeholders, including youth, identified the importance of normalcy for youth in foster care and a fair process to address grievances when they arise.

2.2.3 Data Collection on Youth Outcomes (General Requirements 2–4; Elements 34, 35 and 37–58)

States are required to collect outcomes information using the survey questions listed in Appendix B of the NYTD regulation on a *baseline population* of youth in foster care at age 17 and a *follow-up population* cohort of 19- and 21-year-old youth. While the NYTD survey questions are listed in the NYTD regulation, states are responsible for crafting a survey instrument and selecting a method for administering the survey. The NYTD Review documents and assesses the state's efforts to administer the NYTD survey appropriately, from invitation to survey completion, to ensure that outcomes data are collected accurately and that the state's outcomes data collection methods reflect best practices in survey administration and youth engagement. During the onsite review, we discussed Arizona's process for administering the baseline and follow-up surveys, including the state's efforts to locate and engage youth in this outcomes data collection effort. Based on this review, we identified several effective youth engagement and survey practices, including the use of a web-based survey to allow those youth who take the survey online to answer only the questions that are applicable to them. A web-based survey can prevent youth from answering questions erroneously and confirm when a youth wants to "decline" versus the youth missing an applicable question.

We also observed several challenges preventing the state from collecting accurate and complete outcome data from survey participants. These findings are discussed in the following two sections.

Data Collection on Youth Outcomes at Age 17

During a baseline year, Arizona runs weekly reports on youth who are in out-of-home care and approaching the date of their 17th birthday.

The IL Coordinator is responsible for reaching out to the DCS Specialists to administer the survey. The IL Coordinator generates an email to the DCS Specialist attaching the paper survey instrument. The DCS Specialist has the option to utilize the attached survey instrument or survey website with the person ID that is enclosed in the email. If there is no response to the email, the IL Coordinator contacts the supervisor to attempt to administer the survey. Once administered, in general, the DCS Specialist emails the IL Coordinator a scanned attachment of the completed survey. The IL Coordinator then enters the survey data into the website. All survey answers must be entered into the website to be reported to NYTD. If the paper survey has been administered incorrectly, there is no process to consult with the youth to determine the correct response.

While there is a process to engage youth in the survey, the efforts have not yielded a high participation rate. Arizona has had historically low participation of youth in the baseline survey. Only 83 out of 673 youth were surveyed at age 17 for Cohort 1 (Federal Fiscal Year (FFY) 2011) (12% participation rate). For Cohort 2 (FFY 2014), only 87 out of 616 youth were surveyed (14%). While Cohort 3 for FFY 2017 was not complete, only 15% of youth were surveyed (127 out of 858).

Two additional technical issues were identified, including:

- reporting youth in the incorrect reporting period when the 45 days to administer the survey after the youth’s birthday crosses reporting periods; and
- a concern that a small population of youth is not being identified to take the baseline survey.

Please see General Requirement 2 for more information in Appendix C.

Because of these technical issues and the low rates of survey participation at baseline with no changes to the process by the state over the years to improve their collection rate, this item is rated a “1.”

Table 2. Summary of Baseline Survey Effort To Date in Arizona

Cohort 1 at Age 17	Cohort 2 at Age 17	Cohort 3 at Age 17*
12%	14%	15%
83 out of 673	87 out of 616	127 out of 858

Regarding the state’s survey instrument, we found that the state changed the order of the words in the questions from the federal regulation (e.g. instead of “Currently are you” asking instead “Are you currently”). The state also added the federal survey question definitions as prompts to assist the youth in understanding each of the items on the survey. The addition of state-specific prompts around the Medicaid questions (**element 54**) may improve the youth’s understanding of the question.

Data Collection on Youth Outcomes at Ages 19 and 21

The follow-up population comprises youth who reached their 19th or 21st birthday and participated in data collection as part of the baseline population. The state has the entire reporting period to administer the follow-up survey (6 months). During a follow-up year, the state compiles the list of young adults eligible to take the survey. The IL Coordinator then determines how to contact the youth to participate in the follow-up survey. This may be to email the DCS Specialist if the youth is still in the state’s foster care program or to email their TILP worker if the young adult is still open to services. As with the baseline, the young adult can take the survey via the website or via a paper copy. At the end of the reporting period, the IL Coordinator selects the appropriate response for **element 34** (outcomes reporting status).

During the review of the state’s code, it was determined that the logic for **element 36** (foster care status – outcomes) “defaults” to “yes” because of the way the logic reads. Therefore, all young adults in the follow-up survey are reported as being in foster care resulting in **elements 42–44** being “corrected” to reflect that these questions should only be asked of youth who are not in foster care (reported as “not applicable”).

Because the state has struggled to adequately survey youth at age 17, there are few young adults eligible to participate at follow-up. The state should consider to what extent opportunities exist to collect information to locate youth after they leave foster care. We acknowledge that the state tries to collect phone numbers and emails, but with limited staff resources to locate youth who are no longer in foster care, it is unlikely to yield a high participation rate at follow-up.

Table 3. Summary of Follow-Up Survey Effort To Date in Arizona

Reporting Period	Participation Rate for Youth in Care	Participation Rate for Youth Discharged From Care
Cohort 1 at Age 19 (FFY 13)	97% 31 out of 32	0% 0 out of 48
Cohort 1 at Age 21 (FFY 15)	58% 23 out of 40	0% 0 out of 42
Cohort 2 at Age 19 (FFY 14)	45% 38 out of 85	N/A No survey youth reported in foster care

Table 4. Comparison of Cohort 1 Youth Outcomes at Ages 17, 19, and 21 in Arizona and United States

Outcomes (Cohort 1)	Age 17 Arizona	Age 17 Nation	Age 19 Arizona	Age 19 Nation	Age 21 Arizona	Age 21 Nation
Employed full- or part-time	10%	13%	39%	34%	87%	38%
Receiving public assistance	N/A	N/A	N/A	36%	N/A	38%
Finished high school or GED	4%	8%	58%	54%	57%	65%
Attending school	96%	94%	77%	54%	39%	31%
Referred for substance abuse treatment	31% (lifetime)	27% (lifetime)	3% (past 2 years)	15% (past 2 years)	4% (past 2 years)	10% (past 2 years)
Incarcerated	48% (lifetime)	36% (lifetime)	13% (past 2 years)	22% (past 2 years)	4% (past 2 years)	22% (past 2 years)
Had children	7% (lifetime)	7% (lifetime)	13% (past 2 years)	12% (past 2 years)	39% (past 2 years)	27% (past 2 years)
Homeless	25% (lifetime)	16% (lifetime)	23% (past 2 years)	20% (past 2 years)	17% (past 2 years)	28% (past 2 years)
Connection to adult	96%	93%	94%	90%	96%	87%
Medicaid coverage	60%	83%	94%	72%	96%	66%

Table 5. Comparison of Cohort 2 Youth Outcomes at Ages 17 and 19 in Arizona and United States

Outcomes (Cohort 2)	Age 17 Arizona	Age 17 Nation	Age 19 Arizona	Age 19 Nation
Employed full- or part-time	14%	14%	79%	40%
Receiving public assistance	N/A	N/A	N/A	31%
Finished high school or GED	12%	5%	68%	58%
Attending school	93%	93%	63%	52%
Referred for substance abuse treatment	33% (lifetime)	27% (lifetime)	11% (past 2 years)	14% (past 2 years)
Incarcerated	44% (lifetime)	32% (lifetime)	5% (past 2 years)	19% (past 2 years)
Had children	3% (lifetime)	5% (lifetime)	8% (past 2 years)	10% (past 2 years)
Homeless	15% (lifetime)	17% (lifetime)	8% (past 2 years)	20% (past 2 years)
Connection to adult	89%	93%	95%	89%
Medicaid coverage	82%	85%	90%	77%

Table 6. Cohort 3 Youth Outcomes at Age 17

Outcomes (Cohort 3)	Arizona
Employed full- or part-time	17%
Receiving public assistance	N/A
Finished high school or GED	6%
Attending school	91%
Referred for substance abuse treatment	23% (lifetime)
Incarcerated	30% (lifetime)
Had children	4% (lifetime)
Homeless	29% (lifetime)
Connection to adult	93%
Medicaid coverage	50%

2.2.4 Sampling and File Reporting **(General Requirements 5 and 6)**

To date, the state has not opted to sample. As a result, General Requirement 5 is not applicable and will receive no rating. There are no significant items to note regarding the file reporting.

2.2.5 Data Quality, Analysis and Use **(General Requirement 7)**

The state is using NYTD system tools such as the NYTD Portal and the NYTD Data Review Utility (NDRU) for quality assurance (QA) purposes. However, the state automatically changes or “corrects” a youth’s response to some survey questions if a logically inconsistent survey response is provided for this survey question instead of consulting with the youth first (see NYTD Q&A [3.25](#)).

During the onsite review, the state detailed their Continuous Quality Improvement (CQI) process as part of their Child and Family Services Review (completed 2015) Program Improvement Plan efforts. The state currently has a process in place to conduct 65 case reviews every three months of children ages 0-17. For youth ages 14 and older, the state is considering efforts to ensure the youth is being actively prepared, and for youth ages 16 and older the state is considering the efforts to place the youth in a permanent placement. There are three additional questions included in the “Independent Living Services” section of the quality assurance review tool. Because these cases are drawn from the overall number of children in Arizona’s child welfare system, relatively few youth ages 14 and older are pulled into the sample.

There is a structured process to determine the accuracy or completeness of data on youth served by the independent living program. However, during the on-site review, several efforts were identified to better integrate NYTD data into practice for CQI efforts and to use data to inform practice. Other potential efforts include:

- Integrating NYTD data with other administrative data sets like AFCARS.
- Analyzing NYTD data in conjunction with what else is known about services provided to youth (e.g., services not paid for or provided by Chafee, but paid for provided by local mentoring programs, workforce development programs, etc.) to determine which services (type/dosage) really lead to improved outcomes.
- Conducting analyses to identify different rates of youth survey responses by demographic variable and by administration method (e.g., caseworker administered survey versus youth’s self-administered survey).
- Conducting analysis of service data by locality to determine gaps in services or service needs.
- Disseminating NYTD data beyond state staff and youth to service providers, courts, foster parents and other stakeholders.
- Developing performance measures at the state level using NYTD data to raise visibility of practice issues impacting transitioning youth.

We also strongly encourage the state to engage young people as stakeholders in these CQI efforts by consulting with the youth leadership efforts in Arizona, including the Director's Council of Older Youth.

Finally, we note that Arizona is investing in the option to move to a CCWIS system, called Guardian. We believe that the issues identified in the NYTD Review could be supported by the new agile system. For example, an interface between the AzCA system and Guardian would reduce the need for a person to be dedicated to duplicative data entry. During the on-site visit the state allowed the federal team to demo the new Guardian tablets with the investigation and home visit application. We believe there are opportunities to provide real-time information to DCS Specialists during their home visits to administer the survey to youth. As more Chafee services and other benefits may be available to youth after age 21 as a result of amendments to the Chafee program made by Family First Prevention Services Act, the state is urged to consider technological opportunities to collect information, continue to engage those youth after they exit from foster care, and connect them to available services.

3. Conclusion and Next Steps

3.1 Conclusion

As noted in Section 1.2, the NYTD Review is a comprehensive evaluation of a state's methodology for collecting and reporting NYTD data. This report summarizes NYTD findings including the extent to which the state is meeting all of the NYTD requirements and is collecting and reporting high-quality data on the 58 NYTD data elements. Demonstrating its commitment to assisting states with accurate and timely NYTD data collection and reporting, the Children's Bureau will work with Arizona to assess options for system and business process improvements during the NYTD Improvement Plan phase.

3.2 NYTD Improvement Plan

In support of continuous quality improvement, states must complete and monitor a NYTD improvement plan based on findings from the NYTD Review for any elements/general requirements that receive a rating factor of "3" or lower. The Children's Bureau will provide an improvement plan template for the state's use, but the state may opt to use its own format for this purpose provided that it conveys the information necessary to monitor the state's action planning and progress. After receipt of this Final Report, the state should evaluate each general requirement and data element identified as needing correction and determine the length of time it will take to complete the item. Within 30 days of receipt of the Final Report, the state must submit the initial improvement plan electronically to the Children's Bureau with estimated dates for completing each action item. The Children's Bureau Regional Office will work with the state to determine whether technical assistance is needed and available to implement the plan. All items in the improvement plan must have a rating of "4" before the plan is considered completed. Once the improvement plan is completed and approved, the Children's Bureau will send a letter to the state acknowledging completion.

Upon receipt of the state's initial improvement plan, the Children's Bureau will review the due dates to ensure the plan will be implemented in a timely manner. The electronic version of the improvement plan is used by the state and the Children's Bureau for tracking changes, progress notes, and the Children's Bureau's approval of completed action items. As changes are made to either the program code or screens, documentation noting the updates must be included with the electronic improvement plan. This may include revised program code or screen shots that reflect the changes made to the system.

The state must provide semiannual updates of its progress to the Children's Bureau. As updates are received and reviewed, the Children's Bureau will notify the agency of the next improvement plan due date. Please note that the state must summarize its progress in implementing the NYTD improvement plan in its Annual Progress and Services Report² (APSR) and, if applicable, the state's Advance Planning Document (APD) Update³ if changes are being made to the SACWIS or CCWIS.

² Instructions for completing the APSR are published in a program instruction (PI) each year. See <https://www.acf.hhs.gov/cb/laws-policies/policy-program-issuances> for more information or contact your Regional child welfare program specialist for more information.

³ Please contact your assigned Division of State Systems analyst for more information or visit <https://www.acf.hhs.gov/cb/research-data-technology/state-tribal-info-systems>.

Appendix A. Test Case Findings

As noted in Section 2.1, the Children's Bureau provided test case scenarios to the state on November 14, 2017. The state was able to enter, extract, and report these test data from Children's Information Library and Data Source (CHILDS) on February 5, 2018. Findings from the test cases were discussed during the system demonstration on February 13, 2018. The table below highlights discrepancies identified between the state's test case responses and the answer key.

Test Case 1 Findings:

- **Element 11 (Race: unknown).** The state incorrectly reported "no" for the element of "Race-unknown" for a multiracial youth with one race unknown.
- **Element 13 (Hispanic or Latino ethnicity).** The state incorrectly reported "unknown" for the element of "Hispanic or Latino Ethnicity." The youth declined to provide ethnicity information.
- **Element 54 (Medicaid).** The state incorrectly reported "declined" for the element of "Medicaid." The youth declined to provide Medicaid information.

Test Case 2 Findings:

- **Element 8 (Race: Black/African American).** The state reported "no" instead of "yes" for this element. The state reported this error was likely due to the process of creating the test file.
- **Element 10 (Race: White).** The state reported "yes" instead of "no" for this element. The state reported this error was likely due to the process of creating the test file.
- **Element 25 (Budget and financial management).** The state reported "yes" but the service is related to post-secondary. In NYTD Q&A [1.25](#), we state that states can report services in two categories; we strongly suggest that they determine the primary purpose of the service.
- **Element 30 (Supervised independent living).** The state reported "no" to the supervised independent living (SIL) setting. According to how the state defines SIL, the youth living in a dorm should meet the definition.

Test Case 3 Findings:

- **Element 6 (Race: American Indian or Alaska Native).** The state reported "yes" to this element. Information in the scenario suggested that the youth may identify as "American Indian" but this information on race was not provided in the test case.
- **Element 34 (Outcomes reporting status).** The state did not report a survey for the youth in the scenario. The youth was eligible to take the baseline survey but in the scenario the youth was not engaged; therefore, the state was to report "unable to locate/invite."

Test Case 4 Findings:

- **Element 16 (Federally recognized tribe).** The youth's membership in a federally recognized tribe was pending. The state was to report "blank" while the membership is pending.

- **Element 23 (Career Preparation).** The youth was provided help to get a birth certificate to get a job, but there were no services provided.
- **Element 29 (Mentoring).** The state reported “yes” to the mentoring element. The youth did not receive mentoring services that met the definition of a service.
- **Element 34 (Outcomes reporting status).** The youth is to be reported in the following reporting period.
- **Elements 35–58.** These elements should be left “blank” and the information reported in the following reporting period (2018A).

Test Case 5 Findings:

- **Element 6 (Race: America Indian or Alaska Native).** Information in the scenario suggested that the youth may identify as “American Indian” but this information on race was not provided in the test case. The state reported “yes” to this element.
- **Element 25 (Budget and financial management).** The state reported “yes” but the service is related to post-secondary support services.
- **Element 26 (Housing education and home management training).** The state reported “yes” but the service is related to post-secondary support services.
- **Element 34 (Outcomes reporting status).** The state reported a survey for the youth but there was no information to determine whether the youth was eligible for the survey.
- **Element 36 (Foster care status – outcomes).** Because the state reported an outcome reporting status in element 34, element 36 was reported as “yes.” This element should have been blank.

Appendix B. Case Review Findings

As noted in Section 2, the Children's Bureau drew a random sample of 30 youth records (10 records from each reporting population from the last data file containing information on that population) and provided encrypted youth identification numbers to the state so these records could be made available for review during the onsite review. Arizona provided both the electronic records and paper records for these youth in support of the case review. The periods under review were 2017B File (April 1, 2017 to September 30, 2017) for youth in the served and baseline populations and 2016B (April 1, 2016 to September 30, 2016) for youth in the follow-up population. Of the 30 records in the sample, all 30 records were reviewed and the findings are summarized below.

Case Record 1 Findings:

- **Element 15 (Local agency).** The state reported "centralized unit," but the youth has receiving services from Pima County. For youth who are not in foster care, the state should report the FIPS code of the county or jurisdiction that has responsibility for providing services.
- **Element 18 (Educational level).** The youth completed a high school equivalency diploma. Based on the information in the case file, we were unable to determine the last grade completed.
- **Element 31 (Room and board financial assistance).** The youth was receiving the IL subsidy but it was not reported.

Case Record 2 Findings:

- **Element 17 (Adjudicated delinquent).** A court record was found that indicted that the youth was adjudicated delinquent.
- **Element 18 (Educational level).** The youth completed a high school equivalency diploma. Based on the information in the case file, we were unable to determine the last grade completed.
- **Element 20 (Independent living needs assessment).** There was no documentation that an Independent Living Assessment occurred during the period under review.
- **Element 28 (Family support and healthy marriage education).** The caseworker talked to the youth about caring for their grandparents but it is unclear if this was a service. Furthermore, the state should review whether this type of information should be reported in this category.

Case Record 3 Findings:

- **Element 10 (Race: White) and Element 11 (Race: Unknown).** Juvenile justice paperwork found in the file indicated that race was "unknown" and the state only reported "yes" to element 10.
- **Element 36 (Foster care status – outcomes).** The youth was reported in foster care but they do not meet the definition of federal foster care.

Case Record 4 Findings:

- **Element 18 (Educational level).** The highest grade completed by the youth was 8th grade, and not 11th grade as reported by the state.
- **Element 21 (Academic support).** There was a record for a GED payment but no information about the services for academic support.
- **Element 23 (Career preparation).** The youth was provided help to get a birth certificate to get a job, but there were no services provided.
- **Element 25 (Budget and financial management).** There was no documentation of services provided.
- **Element 26 (Housing education and home management training).** There was no documentation of services provided.
- **Element 28 (Family support and healthy marriage education).** There was no documentation of services provided.
- **Element 42 (Public financial assistance).** The youth answered the question as required but it was reported as “not applicable.”
- **Element 43 (Public food assistance).** The youth answered the question as required but it was reported as “not applicable.”
- **Element 44 (Public housing assistance).** The youth answered the question as required but it was reported as “not applicable.”

Case Record 5 Findings:

- **Element 20 (Independent living needs assessment).** An informal assessment occurred, but this would not typically be reported by the state to NYTD.
- **Element 22 (Post-secondary educational support).** There was no documentation of services provided.
- **Element 23 (Career preparation).** There was no documentation of services provided.
- **Element 24 (Employment programs or vocational training).** There was no documentation of services provided.
- **Element 25 (Budget and financial management).** There was no documentation of services provided.
- **Element 26 (Housing education and home management training).** There was no documentation of services provided.
- **Element 27 (Health education and risk prevention).** There was no documentation of services provided.
- **Element 28 (Family support and healthy marriage education).** There was no documentation of services provided.
- **Element 29 (Mentoring).** There was no documentation of services provided.
- **Element 30 (Supervised independent living).** There was no documentation that the youth is living in a supervised independent living setting.
- **Element 31 (Room and board financial assistance).** The state reported the youth was receiving “room and board” assistance but there was no documentation of services.
- **Element 32 (Education financial assistance).** There was no documentation of educational assistance payments.

- **Element 33 (Other financial assistance).** There was no documentation of the other financial assistance provided.

Case Record 6 Findings:

- **Element 14 (Foster care status services).** The state reported “yes” but the youth was in the state’s extended foster care program; therefore, “no” is the correct answer.
- **Element 18 (Educational level).** Information and notes were found that support the highest grade completed as “11th grade” but the state reported “10th grade.”
- **Element 20 (Independent living services).** An informal assessment occurred, but this would not typically be reported by the state to NYTD.
- **Element 21 (Academic support).** There was general information on academic progress, but there was no information about any services provided.
- **Element 22 (Post-secondary educational support).** There was no documentation of services provided.
- **Element 23 (Career preparation).** There was no documentation of services provided.
- **Element 25 (Budget and financial management).** There was discussion in case notes of budget and financial management services needed but we could not determine that the services were delivered.
- **Element 26 (Housing education and home management training).** There was no documentation of services provided.
- **Element 27 (Health education and risk prevention).** There was no documentation of services provided.
- **Element 28 (Family support and healthy marriage education).** There was no documentation of services provided.
- **Element 31 (Room and board financial assistance).** The state reports the youth was receiving “room and board” assistance but there was no documentation of services.

Case Record 7 Findings:

- **Element 35 (Date of outcome data collection).** There was no information on the paper survey as to when it was completed.
- **Element 36 (Foster care status – outcomes).** The youth was reported in foster care but they do not meet the definition of federal foster care.
- **Element 42 (Public financial assistance).** The youth answered the question as required but it was reported as “not applicable.”
- **Element 43 (Public food assistance).** The youth answered the question as required but it was reported as “not applicable.”
- **Element 44 (Public housing assistance).** The youth answered the question as required but it was reported as “not applicable.”
- **Element 55 (Other health insurance coverage).** The youth reported “no” to this question but then answered “yes” to elements 57 and 58. If no is reported for element 55, the youth should not be responding to elements 56–58.

- **Element 56 (Health insurance type: Medical).** The youth reported “blank” to this question but the state reported “not applicable” because the youth answered “no” to element 55. If no is reported for element 55, the youth should not be responding to elements 56–58.
- **Element 57 (Health insurance type: Mental health).** The youth reported “yes” to this question but the state reported “not applicable” because the youth answered “no” to element 55. If no is reported for element 55, the youth should not be responding to elements 56–58.
- **Element 58 (Health insurance type: Prescription drugs).** The youth reported “yes” to this question but the state reported “not applicable” because the youth answered “no” to element 55. If no is reported for element 55, the youth should not be responding to elements 56–58.

Case Record 8 Findings:

No errors noted.

Case Record 9 Findings:

- **Element 36 (Foster care status – outcomes).** The youth was reported in foster care but they do not meet the definition of federal foster care.
- **Element 42 (Public financial assistance).** The youth answered the question as required but it was reported as “not applicable.”
- **Element 43 (Public food assistance).** The youth answered the question as required but it was reported as “not applicable.”
- **Element 44 (Public housing assistance).** The youth answered the question as required but it was reported as “not applicable.”

Case Record 10 Findings:

- **Element 32 (Education financial assistance).** The state provided an educational allowance but this was not reported to NYTD.

Case Record 11 Findings:

- **Element 34 (Outcomes reporting status).** The case notes indicated that the youth was “incarcerated” during the period under review, but the state selected “unable to locate” as the outcome reporting status.
- **Element 36 (Foster care status – outcomes).** The youth was reported in foster care but they do not meet the definition of federal foster care.

Case Record 12 Findings:

- **Element 21 (Academic support).** While there was general information on academic progress, there was no information about any services provided.
- **Element 23 (Career preparation).** There was no documentation of services provided.
- **Element 25 (Budget and financial management).** There was information on help budgeting for college, but this is better reported in element 22 (Post-Secondary Educational Support) because it was to help the youth enter or complete college.

- **Element 26 (Housing education and home management training).** There was no documentation of services provided.
- **Element 27 (Health education and risk prevention).** There was no documentation of services provided.
- **Element 28 (Family support and healthy marriage education).** There was no documentation of services provided.
- **Element 30 (Supervised independent living).** The youth received services to help her live with her foster father, however this does not meet the definition of this service.
- **Element 32 (Education financial assistance).** The youth received support to apply for the tuition waiver program but there is no information that he received financial assistance.

Case Record 13 Findings:

- **Element 36 (Foster care status – outcomes).** The youth was reported in foster care but they do not meet the definition of federal foster care.

Case Record 14 Findings:

- **Element 14 (Foster care status services).** The state reported “yes” but the youth was in the state’s extended foster care program (therefore “no” is the correct answer).
- **Element 18 (Educational level).** The state report “college” but the youth did not complete the semester.
- **Element 20 (Independent living needs assessment).** The assessment was completed prior to the period under review.
- **Element 21 (Academic support).** The youth had already received a high school diploma before the period under review.
- **Element 22 (Post-secondary educational support).** There was no documentation of services provided.
- **Element 26 (Housing education and home management training).** There was no documentation of services provided.
- **Element 27 (Health education and risk prevention).** There was no documentation of services provided.
- **Element 28 (Family support and healthy marriage education).** There was no documentation of services provided.
- **Element 29 (Mentoring).** There was no documentation of services provided.
- **Element 32 (Education financial).** The state reported “yes” but the youth was not in school.
- **Element 33 (Other financial assistance).** There was no documentation of services provided.
- **Element 36 (Foster care status – outcomes).** The youth was reported in foster care but they do not meet the definition of federal foster care.
- **Element 42 (Public financial assistance).** The youth answered the question as required but it was reported as “not applicable.”
- **Element 43 (Public food assistance).** The youth answered the question as required but it was reported as “not applicable.”

- **Element 44 (Public housing assistance).** The youth answered the question as required but it was reported as “not applicable.”

Case Record 15 Findings:

- **Element 21 (Academic support).** The youth received support and services (tutoring). The youth also received support in finding summer academic programs. These services were not reported.
- **Element 23 (Career preparation).** There is a caseworker note of services provided by the foster mother to help the youth find a job, but this was not reported.
- **Element 28 (Family support and healthy marriage education).** Extensive were services provided to a youth. It included information on appropriate dating relationships and healthy boundaries. This was not reported. The caseworker even brought in the youth’s partner to participate in the conversation (service).
- **Element 32 (Education financial assistance).** Information is provided in the payment screen that the youth received a payment for educational books, but it was not reported to NYTD.
- **Element 42 (Public financial assistance).** The youth answered the question as required but it was reported as “not applicable.”
- **Element 43 (Public food assistance).** The youth answered the question as required but it was reported as “not applicable.”
- **Element 44 (Public housing assistance).** The youth answered the question as required but it was reported as “not applicable.”
- **Element 56 (Health insurance type: Medical).** The youth reported “don’t know” but the state reported “declined.”
- **Element 57 (Heathy insurance type: Mental health).** The youth reported “don’t know” but the state reported “declined.”
- **Element 58 (Health insurance type: Prescription drugs).** The youth reported “don’t know” but the state reported “declined.”

Case Record 16 Findings:

- **Element 18 (Educational level).** There was no documentation of what grade the youth is currently in but there was information that last grade completed was 8th grade.
- **Element 22 (Post-secondary educational support).** There is a July 2017 note of services provided by AzCA (services for youth under age 18) but these services was not reported.
- **Element 23 (Career preparation).** The case contained has information that AzCA provided 3 sessions of career preparation in June 2017 but they were not reported.
- **Element 25 (Budget and financial management).** There was no documentation of services provided.
- **Element 26 (Housing education and home management training).** There was no documentation of services provided.
- **Element 27 (Health education and risk prevention).** There was no documentation of services provided.
- **Element 28 (Family support and healthy marriage education).** There was no documentation of services provided.

Case Record 17 Findings:

- **Element 36 (Foster care status – outcomes).** The youth was reported in foster care but they do not meet the definition of federal foster care.

Case Record 18 Findings:

- **Element 20 (Independent living needs assessment).** There was no information found in the case notes. Case notes indicate an assessment may have occurred in 2014.
- **Element 21 (Academic support).** This case did not indicate the youth received services in this category, but the group home helped the youth access credit recovery programs.
- **Element 22 (Post-secondary educational support).** There was no documentation of services provided.
- **Element 26 (Housing education and home management training).** There was no documentation of services provided.
- **Element 27 (Health education and risk prevention).** There was no documentation of services provided.
- **Element 28 (Family support and healthy marriage education).** There was no documentation of services provided.
- **Element 30 (Supervised independent living).** The youth was living in a group home, and that placement does not meet the definition of supervised independent living.
- **Element 31 (Room and board financial assistance).** The state reported the youth was receiving “room and board” assistance but there was no documentation of services.
- **Element 32. (Educational financial assistance).** The payment history shows the youth received payments for educational assistance and books during the period under review but this was not reported.
- **Element 36 (Foster care status – outcomes).** The youth was reported in foster care but they do not meet the definition of federal foster care.
- **Element 42 (Public financial assistance).** The youth answered the question as required but it was reported as “not applicable.”
- **Element 43 (Public food assistance).** The youth answered the question as required but it was reported as “not applicable.”
- **Element 44 (Public housing assistance).** The youth answered the question as required but it was reported as “not applicable.”
- **Element 51 (Incarceration).** The youth’s answer was “no” but it was reported as declined.

Case Record 19 Findings:

- **Element 27 (Health education and risk prevention).** There was no documentation of services provided.

Case Record 20 Findings:

- **Element 42 (Public financial assistance).** The youth answered the question as required but it was reported as “not applicable.”
- **Element 43 (Public food assistance).** The youth answered the question as required but it was reported as “not applicable.”

- **Element 44 (Public housing assistance).** The youth answered the question as required but it was reported as “not applicable.”

Case Record 21 Findings:

- **Element 13 (Hispanic or Latino ethnicity).** The Young Adult Transitional Insurance paperwork and the student attendance record both indicated that the youth was Hispanic. The state reported “no.”
- **Element 14 (Foster care status services).** The state reported “yes” but the youth was in the state’s extended foster care program (therefore “no” is the correct answer).
- **Element 17 (Adjudicated delinquent).** It was verified that the youth was adjudicated delinquent. The state reported “no.”
- **Element 19 (Special education).** The state reported “yes” but there was no documentation to support that special education services were received during the period under review.
- **Element 24 (Employment programs or vocational training).** There was no documentation of services provided.
- **Element 27 (Health education and risk prevention).** There was no documentation of services provided.
- **Element 28 (Family support and healthy marriage education).** There was no documentation of services provided.
- **Element 29 (Mentoring).** There was no documentation of services provided.
- **Element 30 (Supervised independent living).** The youth was living in a group home, but the placement does not meet the definition of supervised independent living.
- **Element 31 (Room and board financial assistance).** The youth was placed in a group home but the state reported “yes.”

Case Record 22 Findings:

- **Element 36 (Foster care status – outcomes).** The youth was reported in foster care but they do not meet the definition of federal foster care.

Case Record 23 Findings:

- **Element 14 (Foster care status services).** The state reported “yes” but the youth was in the state’s extended foster care program; therefore, “no” is the correct answer.
- **Element 20 (Independent living needs assessment).** There was no documentation of an assessment.
- **Element 21 (Academic support).** There was no documentation of services provided.
- **Element 22 (Post-secondary educational support).** There was no documentation of services provided.
- **Element 23 (Career preparation).** There was no documentation of services provided.
- **Element 24 (Employment programs or vocational training).** There was no documentation of services provided.
- **Element 26 (Housing education and home management training).** There was no documentation of services provided.
- **Element 28 (Family support and healthy marriage education).** There was no documentation of services provided.

- **Element 29 (Mentoring).** There was no documentation of services provided.
- **Element 32 (Education financial assistance).** There was no documentation of the educational assistance payments
- **Element 33 (Other financial assistance).** There was no documentation of the other financial assistance provided.
- **Element 35 (Date of outcome data collection).** There was no information on the paper survey of when it was completed.
- **Element 36 (Foster care status – outcomes).** The youth was reported in foster care but they do not meet the definition of federal foster care.
- **Element 42 (Public financial assistance).** The youth answered the question as required but it was reported as “not applicable.”
- **Element 43 (Public food assistance).** The youth answered the question as required but it was reported as “not applicable.”
- **Element 44 (Public housing assistance).** The youth answered the question as required but it was reported as “not applicable.”
- **Element 53 (Marriage at child’s birth).** The youth answered “no” on the paper survey but it was reported as “not applicable.”

Case Record 24 Findings:

- **Element 17 (Adjudicated delinquent).** The youth was not reported as adjudicated delinquent but information in the case found said the youth was on probation. No further information on delinquency was found in the case file to make a determination.
- **Element 18 (Educational level).** Case information stated the youth had completed one out of four GED tests. No further information could be found to determine the last grade completed.
- **Element 27 (Health education and risk prevention).** There was no documentation of services provided.
- **Element 32 (Education financial assistance).** The youth received assistance to pay for GED assistance, but this was reported as “no.”

Case Record 25 Findings:

- **Element 17 (Adjudicated delinquent).** A case note indicated the youth was part of a diversion program (not adjudicated) but later notes indicated that the youth was on probation. No further information on delinquency was found in the case file to make a determination.
- **Element 18 (Educational level).** Case notes indicate the youth is taking online classes and that she wishes to obtain a GED. However, we were unable to determine the last grade completed.
- **Element 27 (Health education and risk prevention).** There was no documentation of services provided.
- **Element 32 (Education financial assistance).** The state provided an educational allowance but this was not reported to NYTD.

Case Record 26 Findings:

- **Element 14 (Foster care status services).** The state reported “yes” but the youth was in the state’s extended foster care program (therefore “no” is the correct answer).
- **Element 18 (Educational level).** There was no information on this screen.
- **Element 19 (Special education).** The state reported that the youth received special education services, but case notes indicate the youth was not in school. The education screens (LCH071 and LCH072) were blank.
- **Element 20 (Independent living needs assessment).** There was no document of an assessment.
- **Element 21 (Academic support).** The youth graduated from high school prior to the period under review. Therefore, academic support is not the correct service type.
- **Element 22 (Post-secondary educational support).** There was no documentation of services provided.
- **Element 23 (Career preparation).** There was no documentation of services provided.
- **Element 24 (Employment programs or vocational training).** There was no documentation of services provided.
- **Element 26 (Housing education and home management training).** There was no documentation of services provided.
- **Element 27 (Health education and risk prevention).** There was no documentation of services provided.
- **Element 28 (Family support and healthy marriage education).** There was no documentation of services provided.
- **Element 29 (Mentoring).** There was no documentation of services provided.
- **Element 30 (Supervised independent living).** There was no documentation of the youth living in a supervised independent living setting.
- **Element 32 (Educational financial assistance).** There was no documentation of the educational assistance payments.
- **Element 33 (Other financial assistance).** There was no documentation of other financial assistance payments.

Case Record 27 Findings:

- **Element 28 (Family support and healthy marriage education).** The youth was pregnant and then parenting. She was placed in a group for specialized services. There is documentation of services by the group home but those services were not reported.

Case Record 28 Findings:

- **Element 32 (Education financial assistance).** The state provided an educational allowance but this was not reported to NYTD.

Case Record 29 Findings:

No errors noted.

Case Record 30 Findings:

No errors noted.

Appendix C. NYTD General Requirements and Elements – Final Ratings and Findings

GENERAL REQUIREMENTS

1: The state reports information on all youth in the served population findings:

Rating: 2

The state has created an independent living NYTD Services screen (LCH481) in their state child welfare information systems, CHILDS. Department of Child Safety (DCS) Specialists (for eligible youth in an open DCS case) or Arizona Children's Association (AzCA) staff (for eligible youth in services after foster care) complete the LCH481 screen during each reporting period. This screen captures a "yes" or "no" answer for elements 14 and 16–33. The NYTD Services Screen (LCH481) "pops-up" 60 days before the end of the reporting period and remains active for 30 days after the reporting period ends for assigned DCS Specialists. Additional screens in CHILDS collect information on element 14 (foster care status – services, LCH191F), element 16 (federally recognized tribe, LCH021), element 17 (adjudicated delinquent status, LCH100), element 18 (educational level, LCH071), and element 19 (special education, LCH072) but these screens are not used to report information to NYTD.

Youth served by AzCA who are in Arizona's foster care system can receive services as part of their IL Skills program. The services provided to youth in foster care are reported in AzCA's notes to the DCS Specialist. The DCS Specialist should review these notes and complete the LCH481 based on the information reported by AzCA. This is also true of other services provided to youth in foster care (e.g. group homes, foster homes, and other service providers).

For youth in AzCA's Transitional Independent Living Program (TILP), they complete the information in their electronic system (mirrors the LCH481 screen). This information is then entered in CHILDS by a data entry person.

Ten cases were drawn from the 2017B reporting period that received reported NYTD services, and ten more cases from the baseline and follow-up population contained information on services. In the 20 cases with services, 140 services were reported. During the case record review, 91 of the reported services had no documentation to support that services were provided.

Elements 31 to 33 are reporting financial information on paid services. While the state has a strong plan in place to support Foster Care to Success (the contractor for ETV) in reporting the services (primarily elements 22, 24, and 26) and financial payments (element 32) to be made to youth, it is not currently in place for youth who are no longer connected to services provided by the Department.

The State of Arizona's Chapter 5 Section 35 (Services and Supports to Prepare Youth for Adulthood) identifies how the state implements services and supports. During the system demonstration, the state described a variety of services that are provided to youth ages 16 and older who meet certain conditions who could receive services. The state systemically identifies youth who are in need of independent living services but then considers individual characteristics before referral to AzCA's IL Skills Training. While the intent is to consider the individualized needs and circumstances of youth, the criteria can differ across the state and creates a barrier to services that could be beneficial to youth. The state and IL Skills Training Provider (AzCA) described the process for referral to services and how a youth is then assigned a "coach" that works one-on-one with a youth to address IL needs. These are generally 3 sessions a month with a youth.

When working to improve the data collection about services, the state should consider:

- To what extent information on the services or financial supports provided to youth are located in CHILDS that can be reported to NYTD. This can then be verified by the DCS Specialist.
- How to reinforce that the NYTD Services information can be updated after the end of the reporting period to ensure accurate data. The state is to report services delivered during the reporting period.
- How DCS Specialists and other providers can document the services and supports to youth.
- Oversight for quality assurance on services provided by DCS Specialists and contracted staff.
- What educational information and other records should be collected by the DCS Specialist and stored in CHILDS.

2: The state reports information on all youth in the baseline population findings:

Rating: 1

When efforts to implement NYTD began in 2008, the state developed a website for youth to take the survey. When the person ID from CHILDS is entered into the website, the survey instrument becomes available. During a baseline year, the state runs weekly reports on youth who are in out-of-home care and approaching their 17th birthdate. This list is then provided to the IL Coordinator who reaches out to the DCS Specialist to administer the survey. The IL Coordinator generates an email to the DCS Specialist attaching the survey instrument. The DCS Specialist has the option to utilize the attached survey instrument or utilize the survey website with the person ID. When there is no response to the email, the IL Coordinator contacts the supervisor to attempt to administer the survey. Once administered, in general, the DCS Specialist emails the IL Coordinator a scanned attachment of the completed survey. The IL Coordinator then enters the survey data into the website. All survey answers must be entered into the website to be reported to NYTD. When subsequently drawn, the list of eligible baseline youth must be matched against previous lists to determine who may be newly eligible for the survey.

The state's identification of youth for the baseline survey may not reflect the total number of eligible youth. During the onsite review, we drew a sample of youth reported in AFCARS and matched these records to NYTD data for the 2017B file. We discussed differences in these youth reported to help determine which youth may not be drawn into the baseline. If the state is unable to survey

the youth during the 45 days after their 17th birthday (while in foster care) this record is still to be reported to us (see NYTD Q&A [3.15](#) and [3.16](#)).

The State of Arizona has had historically low participation of youth in the baseline survey. Only 83 out of 673 youth were surveyed at age 17 for Cohort 1 (Federal Fiscal Year [FFY] 2011) (12% participation rate). For Cohort 2 (FFY 2014), only 87 out of 616 youth were surveyed (14%). While Cohort 3 for FFY 2017 is not complete, only 15% of youth were surveyed (127 out of 858).

Furthermore, we noted in test case #4 that the state reported survey data collected in the subsequent reporting period (2018A) in the prior reporting period's data file (2017B). Because these youth turned age 17 during the 2017B period and because the state had not surveyed the youth during the 2017B period, the youth records are to be reported in the 2017A file with "blanks" for elements 34–58 until survey data are collected and reported in the 2017B period (see [NYTD Q&A 2.55](#)). The state must establish a business process to identify youth eligible for the baseline survey with birthdates that occurred in the last 45 days of the reporting period. The state must ensure that youth who turn age 17 in one reporting period and can be possibly surveyed in the next reporting period are reported in both the reporting period files as specified in [Q&A 2.55](#). The state must not default to "unable to locate" for youth who do not receive surveys prior to the end of the reporting period if they can be surveyed in the next reporting period because of their birthdate.

Finally, in test case #3, the state did not report any information on the survey (elements 34–58) although the test case scenario stated that the youth did participate in the baseline survey.

Because of these technical issues and the low rates of survey participation at baseline with no changes by the state over the years to improve their collection rate, this item is rated a "1."

3: The state reports information on all youth in the follow-up population findings:

Rating: 2

The follow-up population comprises youth who reached their 19th or 21st birthday and had participated in data collection as part of the baseline population (45 CFR 1356.81(c)). For each youth in the follow-up population, the state agency must collect outcomes data (elements 34–58) during the reporting period of the youth's 19th and 21st birthday (45 CFR 1356.82(a)(3)).

During a follow-up year, the state draws the list of young adults eligible to take the survey. The IL Coordinator then determines how to contact the youth to participate in the follow-up survey. This may be to email the DCS Specialist if the youth remains in the state's foster care program or to email their Aftercare worker if the young adult is still connected to the state's Transitional Independent Living Program (TILP). As with the baseline, the young adult can take the survey via the website or via a paper copy. Per the reports of state officials, the majority of young adults are surveyed using a paper instrument. This information is then entered into the website

to be reported to NYTD. At the end of the reporting period, the IL Coordinator selects the appropriate response for element 34 (outcomes reporting status).

During the review of the state's code, it was determined that the logic for element 36 (foster care status – outcomes) “defaults” to “yes” because of the way the logic reads. Therefore, all young adults in follow-up are reported as being in foster care, resulting in elements 42–44 being “corrected” to reflect that these questions should only be asked of youth who are not in foster care (reported as “not applicable”).

Furthermore, in test case #5, the state reported information for the follow-up survey (elements 34 and 36) but there was no information in the test case to indicate the youth was part of the follow-up cohort.

Because the state has struggled to adequately survey youth at age 17, there are few young adults eligible to participate at follow-up.

The state should consider to what extent opportunities exist to collect information to locate youth after they leave the state's foster care program. We acknowledge that the state tries to collect phone numbers and email addresses, but with limited staff resources to locate youth who are no longer in foster care, it is unlikely to yield a high participation rate at follow-up.

Due to the issues identified, this item is rated a “2.”

4: The state implements an appropriate survey methodology to collect youth outcome data findings: Rating: 1

The state developed a website for youth to take the NYTD survey but a paper copy is often provided to the youth to take the survey.

As part of the pre-on-site documentation the state provided a copy of their survey instruments and a link to the survey website. In order to document that the state is using the appropriate survey instrument, the state's website was used to determine compliance. Of elements 37 to 58 (the NYTD Survey Questions) only elements 39 (employment-related skills), 46 (highest educational certification received), 49 (homelessness), 50 (substance abuse referral), 51 (incarceration), and 56–58 (health insurance type questions) are correctly worded.

Furthermore, because the logic for element 36 (foster care status – outcomes) is incorrect, all youth in the follow-up surveys are reported as “in foster care” (cases #3, #7, #9, #11, #13, #14, #17, #18, #22, and #23 were in error for element 36). The questions in elements 42–44 are to be asked of youth not in foster care, but because the system logic changes the value to “yes” for element 36 for follow-up, the answers provided by the youth are reported as “not applicable.” During the case review, in cases #4, #7, #9, #14, #15, #18, #20, and #23, errors were found in these cases (most often the youth reported an answer for these questions but it was reported as “not applicable”).

Element 34 is to indicate the outcome reporting status of the youth in both the baseline and follow-up surveys. The state does not have well-articulated policies and procedures for when to use each of the participation reasons. For example, in case #11, information in the case file indicated that the youth was incarcerated for at least 18 days during the survey period but the state opted to select “unable to locate/ invite” as the participation reason.

In both the paper and website survey, the state does include the “definition of elements” which is the same information provided in the Federal Regulation. The state has not opted to add additional prompts or other elements to the paper survey to increase the accuracy of the questions to be asked and to promote the accuracy of the responses. Because the majority of the youth are taking the survey using a paper copy of the instrument, the paper copy must support the entering of the information into the survey website. Youth and young adults should only be asked questions that are appropriate to their circumstances (elements 42–44, 53, and 56–58). For the series of questions related to health insurance in elements 55–58, the state could use prompts to help youth understand and answer the questions accurately (we note potentially that youth misunderstood the questions in cases #7 and #15). We note that the file submitted for 2011A, 2011B, 2013B, 2014B, 2015B, 2017B contained “Internal Consistency Checks” for elements 55–58.

Finally, the state defaults to “declined” for missing survey responses. As we answer in Q&A [2.52](#), the state must report blanks for the outcomes data elements (37–58) that correspond to the survey questions a youth has not had an opportunity to answer (i.e., due to death, incapacitation or incarceration) (73 FR 10361) and the state is to report “declined” for the outcomes data elements (37–58) that correspond to the survey questions a youth does not answer because he/she refuses to continue participation in the survey (73 FR 10342).

Therefore, we recommend that the state examine its survey administration practices, including:

- What training or other knowledge is needed by professionals tasked with administering the survey.
- How to track and report when the survey was administered.
- We encourage the state to consult with its youth to develop a youth-friendly paper survey instrument using the questions. We recommend an introduction to the survey that explains the purpose, goals and how the data will be used and protected as part of an informed consent protocol.
- As part of the development of a youth-friendly paper survey, we urge the state to add prompts and other skip logic to ensure youth understand the questions and their responses.
- A process to contact youth when a clarification is needed regarding a response and when, unable to clarify a response, a process to enter the response to the NYTD.

5: The state follows ACF's sampling procedures (*applicable to states opting to sample only*) findings:

Rating: N/A

This general requirement does not apply to Arizona as the state has not opted to conduct sampling.

6: The state reports NYTD data files following ACF's specifications findings:

Rating: 4

While the state submitted its 2014A file late, all other files have been submitted using the correct file specifications for timeliness and format.

7: The state conducts quality assurance to ensure NYTD information can be analyzed and used findings:

Rating: 2

The state is using NYTD system tools such as the NYTD Portal and the NYTD Data Review Utility (NDRU) to identify and address missing or other erroneous information on data elements that fail a NYTD data standard. However, the state automatically changes or "corrects" a youth's response to some survey questions if a logically inconsistent survey response is provided for this survey question instead of consulting with the youth first (see NYTD Q&A [3.25](#)).

During the onsite review, the state detailed their continuous quality improvement (CQI) as part of their Child and Family Services Review (completed 2015) Program Improvement Planning efforts. As part of their work, the state is actively working to reduce the case loads of workers. The state currently has a process in place to conduct case reviews every three months from ages 0–17 for 65 cases. For youth ages 14 and older, the state is looking at efforts to ensure the youth is being actively prepared, and for youth ages 16 and older at the efforts to place the youth in a permanency placement. There are three additional questions included in the "Independent Living Services" section of the quality assurance review tool. Because these cases are drawn from the overall number of children in Arizona's child welfare system, few youth ages 14 and older are included in the sample.

The state is also deploying unit level efforts of CQI. "Huddle boards" are utilized by the Department by all supervisors where information is being gathered and data points being used to guide and improve practice. For units that are specialized for youth ages 16 and older, these are potential places to use NYTD Data to inform practice.

The state is also in the process of developing an oversight protocol on the subsidy program that is offered as part of the state's extended foster care. The state would like to develop a process to check the quality of services provided to youth.

There is no other structured process to determine the accuracy or completeness of data on youth served by the independent living program.

The state reported that it has shared NYTD data with providers and community stakeholders, staff, Tribal partners and our young people in a series of trainings, consultations and presentations since 2011. Some NYTD data are used to identify and address some program needs and issues. In order to further the state's efforts to analyze and use NYTD data as part of a CQI framework, we recommend the following strategies:

- Integrating NYTD data with other administrative data sets like AFCARS.
- Analyzing NYTD data in conjunction with what else is known about services provided to youth (e.g., services not paid for or provided by Chafee, but paid for or provided by local mentoring programs, workforce development programs, etc.) to determine which services (type/dosage) really lead to improved outcomes.
- Conducting analyses to identify different rates of response to youth by demographic variable and by administration method (e.g., caseworker-administered survey versus youth's self-administered survey).
- Conducting an analysis of service data by locality to determine gaps in services or service needs.
- Disseminating NYTD data beyond state staff and youth to service providers, courts, foster parents and other stakeholders.
- Developing performance measures at the state level using NYTD data to raise visibility of practice issues affecting transitioning youth.

We also strongly encourage the state to engage young people as stakeholders in these CQI efforts by consulting with the youth leadership efforts in Arizona, including the Director's Council of Older Youth.

DATA ELEMENTS

1. State findings:

Rating: 4

Data collection, mapping, reporting and data quality for this element is sufficient.

2. Report Date findings:

Rating: 4

Data collection, mapping, reporting and data quality for this element is sufficient.

3. Record Number findings:

Rating: 4

Data collection, mapping, reporting and data quality for this element is sufficient.

4. Date of birth findings:**Rating: 4**

Data collection, mapping, reporting and data quality for this element is sufficient.

There were no birth certificates in the following case records: #2, #3, #6, #8, #19, #21, #22, #25, and #29.

The state should consider keeping a photo copy of the birth certificate in the file after the original is given to the youth.

5. Sex findings:**Rating: 4**

Data collection, mapping, reporting and data quality for this element is sufficient.

6. Race: American Indian or Alaska Native findings:**Rating: 4**

Data collection, mapping, reporting and data quality for this element is sufficient.

In test cases #3 and #5, information in the scenario suggested that the youth may identify as “American Indian” but this information on race was not provided in the test case. The state reported “yes” to this element. The state is reminded that this information is to be confirmed by the youth. If corrections are made to element 16 (federally recognized Tribe), element 6 must continue be reported separately.

7. Race: Asian findings:**Rating: 4**

Data collection, mapping, reporting and data quality for this element is sufficient.

8. Race: Black or African American findings:**Rating: 4**

Data collection, mapping, reporting and data quality for this element is sufficient.

In test case #2, the state reported “no” instead of “yes” for this element. The state reported this error was likely due to the process of creating the test file.

9. Race: Native Hawaiian or Other Pacific Islander findings:**Rating: 4**

Data collection, mapping, reporting and data quality for this element is sufficient.

10. Race: White findings:**Rating: 4**

Data collection, mapping, reporting and data quality for this element is sufficient.

In test case #2, the state reported “yes” instead of “no” for this element. The state reported this error was likely due to the process of creating the test file.

In case record #3, juvenile paperwork found in the file indicated that race was “unknown” and the state only reported “yes” to element 10 (Race – White).

11. Race: Unknown findings:**Rating: 2**

During the system demonstration, we learned that CHILDS does not allow the selection of “race: unknown” in combination with elements 6 to 10. The state has been provided the technical guidance that will allow the state to map this element to remain compliant with AFCARS and meet compliance for NYTD.

In test case #1, the state did not report “unknown” but instead reported “unable to determine.”

In case record #3, juvenile paperwork found in the file indicated that race was “unknown” and the state only reported “yes” to element 10 (Race – White).

12. Race: Declined findings:**Rating: 4**

Data collection, mapping, reporting and data quality for this element is sufficient.

13. Hispanic or Latino ethnicity findings:**Rating: 2**

During the system demonstration, we learned that CHILDS does not permit the selection of “declined” for a youth who opts not to provide ethnicity information.

In test case #1, the state was unable to report “declined.”

In case record #21, the Young Adult Transitional Insurance paperwork and the student attendance record both indicated that the youth was Hispanic. The state reported “no.”

14. Foster care status services findings:

Rating: 1

The state of Arizona provides extended foster care after age 18 up to age 21 in a state-funded subsidy program. However, this program does not meet the federal definition of “in foster care” after the age of 18. Furthermore, as part of the NYTD screen (LCH481), the person providing the NYTD services information is asked: “was the youth in a foster care placement Including AWOL) for at least one day?” While the state’s pop-up provides additional information, it is unknown to what extent the person entering this information would know whether the youth is meeting the federal definition of foster care.

In case records #6, #14, #21, #23, and #26 the state reported “yes” but the youth was in the state’s extended foster care program (therefore “no” is the correct answer).

The state of Arizona should consider to what extent information on foster care status could be generated and reported independently by the CHILDS system.

15. Local agency findings:

Rating: 2

In case record #1, the state reported “centralized unit,” but the youth was receiving services from Pima County. For youth who are not in foster care, the state should report the FIPS code of the county or jurisdiction that has responsibility for providing services.

We recommend the state develop a method to report other FIPS codes besides those in Arizona. While it is not the current practice for Arizona to provide services to youth in the care and custody of another state, changes in Federal law or practice may cause Arizona to change their procedures, and to remain compliant, NYTD would need this additional functionality.

16. Federally recognized Tribe findings:

Rating: 2

The state lacks a method to report “blank” when membership in a federally recognized Tribe is still pending verification (73 FR 10346).

In test case #4, the youth’s membership in a federally recognized Tribe was pending. The state was to report “blank” while the membership was pending.

While no errors were found in the case record review, this information is generated from the person entering the NYTD screen (LCH481) answering the question: “Is the youth enrolled in, or eligible for membership in a federally recognized tribe?” It is unclear whether the pop-up that provides additional clarification to the question for this element would be helpful to the person entering the information (Federally Recognized Tribe means any Indian Tribe, band, nation, or other organized group or community of Indians,

including any Alaska Native village or regional or corporation). We note this is taken verbatim from the Federal Regulation but does not include the full descriptor.

Since the state collects information on Tribal membership in another screen, the state of Arizona should consider to what extent information on membership/ eligibility in a federally recognized Tribe could be generated by the CHILDS system based on other screens.

17. Adjudicated delinquent findings:

Rating: 2

This information is generated from the person entering the NYTD Screen (LCH481) answering the question of: “Has the youth ever (in their lifetime) been adjudicated delinquent?” This information should also be captured in the CHILDS LCH100 screen under “legal status.”

In case record #2 a court record was found that indicated that the youth was adjudicated delinquent. In case record #21, it was verified that the youth was adjudicated delinquent. In case record #24, the youth was not reported as adjudicated delinquent but information in the case said the youth was on probation. No further information on delinquency was found in the case file to make a determination. In case record #25, a case note indicated the youth was part of a division program (not adjudicated) but later notes indicated that they were on probation. No further information on delinquency was found in the case file to make a determination.

Since the state collects information on legal status in another screen, the state of Arizona should consider to what extent information on status of adjudication of delinquency could be reported by the CHILDS system based on other screens.

18. Educational level findings:

Rating: 2

For youth in foster care, this information is generated from the person entering the NYTD Screen (LCH481) answering the question: “What is the highest level of education completed by the youth?” This information can also be captured in the CHILDS LCH071 screen. This element is completed by AzCA staff if the young adult is receiving TILP services.

Case record review information revealed 9 errors for this element. In case record #1, the youth completed a high school equivalency diploma. Based on the information in the case file, we were unable to determine the last grade completed. For case record #2, we were unable to determine the last grade completed. Information in the case file indicated that the youth had dropped out of high school but we were unable to determine when. In case record #4, the highest grade completed by the youth was 8th grade (not 11th as reported by the state). Case record #6 has information and notes that support the highest grade completed as “11th grade” but the state reported “10th grade.” In case record #14, the state report “college” but the youth did not complete the semester. In case record

#16, there was no documentation of what grade the youth is currently in but there was information that the last grade completed was 8th grade. In case record #24, information stated the youth had completed one out of four GED tests. No further information could be found to determine the last grade completed. For case record #25, case notes indicate the youth is taking online classes and that she wishes to obtain a GED. However, we were unable to determine the last grade completed. Finally in case record #26, case notes before the period under review stated the youth had graduated from high school but the state reported “11th grade.”

While we understand the education information reported in LCH071 is not mandatory, there was no information on this screen in case records #1, #4, #26 and a high number where we could not determine what the last grade completed was for the youth.

19. Special education findings:

Rating: 2

For youth in foster care, this information is generated from the person entering the NYTD Screen (LCH481) answering the question: “Did the youth receive special education services?” This information can also be captured in the CHILDS LCH072. This element is completed by AzCA staff if the young adult is receiving TILP services.

In case #21, the state reported “yes” but there was no documentation to support that special education services were received during the period under review. Case #26 also reported that the youth received special education services, but case notes indicate the youth was not in school. The education screens (LCH071 and LCH072) were blank.

20. Independent living needs assessment findings:

Rating: 2

While most youth will take the Casey Life Skills assessment the state does allow other assessments to count as assessments, such as the Transition Age Youth Assessment.

The following errors were found. In case #2, there was no documentation that an IL Assessment occurred during the period under review. Case #5 also did not have an IL assessment that occurred during the period under review. An informal assessment occurred in case #6, but this would not typically be reported by the state to NYTD. In case #14, the assessment was completed prior to the period under review. In case #18, there was no information found in the case notes. Notes indicate an assessment may have occurred in 2014. There was also no documentation of an assessment in cases #23 and #26.

In addition, a copy of the IL assessment was not found in cases #4, #19, and #20. We did find a copy of the Casey Life Skills Assessment in case #12. In case #16, we only found a date of the assessment but no copy of the assessment.

21. Academic support findings:

Rating: 2

In case #4, there was a record for a GED payment but no information about the services for academic support. In cases #6 and #12, while there was general information on academic progress, there was no information about any services provided. In cases #14 and #21, the youth had already received their high school diploma before the period under review. In case #15, the youth received support and services (tutoring). The youth also received support in finding summer academic programs. These services were not reported. Case #18 did not indicate the youth received services in this category, but the group home helped the youth access credit recovery programs. Case #23 had no supporting information on services to the youth.

22. Post-secondary educational support findings:

Rating: 2

In the following cases there was no documentation of services provided: cases #5, #6, #14, #18, #23, and #26.

In case #16, there is a July 2017 note of services provided by AzCA (services for youth under age 18) but these services were not reported.

23. Career preparation findings:

Rating: 2

In case #4, the youth was provided help to get a birth certificate to get a job, but there were no services provided. The state should consider to what extent this is better reported in element 33 (if a payment was made). In the following cases there was no documentation of services provided: cases #5, #6, #12, #23, #24, and #26.

In case #15, there is a caseworker note of services provided by the foster mother to help the youth find a job, but this was not reported. Case #16 has information indicating that AzCA provided 3 sessions of career preparation in June 2017 but they were not reported.

24. Employment programs or vocational training findings:

Rating: 2

In the following cases there was no documentation of services provided: cases #5, #21, #23, and #24.

25. Budget and financial management findings:

Rating: 2

In test cases #2 and #5, the state reported “yes” but the service is related to post-secondary. In NYTD Q&A [1.25](#), we state that states can report services in two categories, and we strongly suggest that they determine the primary purpose of the service.

In the following cases there was no documentation of services provided: cases #4, #5, and #16. In case #12, there was information on help with budgeting for college, but this is better reported in element 22 (Post-Secondary Educational Support) because it was to help the youth enter or complete college.

In case #6, there was discussion in case notes of budget and financial management services needed but we could not determine that the services were delivered.

26. Housing education and home management training findings:

Rating: 2

In test case #5, the state reported “yes” but the service is related to post-secondary. In NYTD Q&A [1.25](#), we state that states can report services in two categories, we strongly suggest that they determine the primary purpose of the service.

In the following cases there was no documentation of services provided: cases #4, #5, #6, #12, #14, #16, #18, #23, and #26.

27. Health education and risk prevention findings:

Rating: 2

In the following cases there was no documentation of services provided: cases #5, #6, #12, #14, #16, #18, #19, #21, #24, and #26.

In case #25, the youth had medical issues and went to the doctor, but there are no independent living services associated with the case.

28. Family support and healthy marriage education findings:

Rating: 2

In the following cases there was no documentation of services provided: cases #4, #5, #6, #12, #14, #16, #18, #21, #23, and #26.

In case #28, the caseworker talked to the youth about caring for their grandparents but it is unclear if this was a service. Furthermore, the state should review whether this type of information should be reported in this category.

Case #15 details extensive services provided to a youth. It included information on appropriate dating relationships and healthy boundaries. This was not reported. The caseworker even brought in the youth’s partner to participate in the conversation (service). In case #27, the youth was pregnant and then parenting. She was placed in a group for specialized services. There is documentation of services by the group home but those services were not reported.

29. Mentoring findings:

Rating: 2

In test case #4, the state reported “yes” to the mentoring element. The youth did not receive mentoring services that met the definition of a service.

In the following cases there was no documentation of services provided: cases #5, #14, #21, #23, and #26.

30. Supervised independent living findings:

Rating: 2

In test case #2, the state reported “no” to the supervised independent living (SIL) setting. According to how the state defines SIL, the youth living in a dorm should meet the definition.

In the following cases there was no documentation of the youth living in a SIL: cases #5 and #26.

In case #12, the youth received services to help her live with her foster father, however this does not meet the definition of this service. In cases #18 and #21, the youth was living in a group home, and that placement does not meet the definition of SIL.

31. Room and board financial assistance findings:

Rating: 2

For the state of Arizona, the Independent Living Subsidy program would qualify as a “room and board financial assistance” since Chafee funds are used as part of the stipend.

In case #1, the youth was receiving the subsidy but it was not reported.

Conversely, in the following cases, the state reports that the youth was receiving “room and board” assistance but there was no documentation of services: cases #5, #6, and #18.

In case #21, the youth was placed in a group home but the state reported “yes.”

32. Education financial assistance findings:

Rating: 2

During the Onsite Phase of the review, the state detailed their process under the new ETV contract (with Foster Care to Success) to report ETVs for youth who are open to the Department or working with AzCA in TILP. The state continues to work to determine the process to capture data for young people who are no longer open to the Department but receive an ETV.

In the following cases there was no documentation of the educational assistance payments: cases #5, #23, and #26. The youth in case #12 received support to apply for the tuition waiver program but there is no information that he received financial assistance. For case #14, the state reported “yes” but the youth was not in school.

In cases #10, #32, #25, and #28, the state provided an educational allowance but this was not reported to NYTD. Case #15 has information in the payment screen that the youth received a payment for educational books, but it was not reported to NYTD. In case #24, the youth received assistance to pay for GED assistance, but this was reported as “no.”

33. Other financial assistance findings:

Rating: 2

In the following cases there was no documentation of the other financial assistance provided: cases #5, #14, #23, and #33.

34. Outcome reporting status findings:

Rating: 2

As noted in the General Requirement 4, the state does not have an operationalized policy for when “outcome reporting status” should be used and under what circumstances.

In test case #4 and #5 the state reported survey data. For test case #4, the youth is to be reported in the following reporting period. For test case #5, the state reported a survey for the youth but there was no information to determine whether the youth was eligible for the survey.

Only in case #4, #7, #9, #13, #15, #20, #23, #28 was there information on how the survey was administered and a copy of the survey. Case #13 had detailed information on efforts to engage the youth. In case #11, the case notes indicated that the youth was “incarcerated” during the period under review, but the state selected “unable to locate.”

35. Date of outcome data collection findings:

Rating: 2

During the pre-onsite, it was determined that the paper survey does not have a place to enter when the survey was completed. The state is currently using the date email to be entered. Please see NYTD Q&A [2.53](#).

In both case #7 and #23, there was no information on the paper survey of when it was completed.

36. Foster care status—outcomes findings:

Rating: 1

During the review of the state’s code, it was determined that the logic for element 36 (foster care status – outcomes) “defaults” to “yes” because of the way the logic reads. Therefore, all young adults in follow-up are reported as being in foster care.

In cases #3, #7, #9, #11, #13, #14, #17, #18, #22, and #23, the youth was reported in foster care but they were not in foster care.

37. Current full-time employment findings:

Rating: 2

In order to be reported to NYTD, survey data must be entered into the state's web-based version of the survey. The web-based version contains the incorrect version of the required survey question.

The state defaults to "declined" if left blank by the youth.

38. Current part-time employment findings:

Rating: 2

In order to be reported to NYTD, survey data must be entered into the state's web-based version of the survey. The web-based version contains the incorrect version of the required survey question.

The state defaults to "declined" if left blank by the youth.

39. Employment-related skills findings:

Rating: 2

The state defaults to "declined" if left blank by the youth.

40. Social Security findings:

Rating: 2

In order to be reported to NYTD, survey data must be entered into the state's web-based version of the survey. The web-based version contains the incorrect version of the required survey question.

The state defaults to "declined" if left blank by the youth.

41. Educational aid findings:

Rating: 2

In order to be reported to NYTD, survey data must be entered into the state's web-based version of the survey. The web-based version contains the incorrect version of the required survey question.

The state defaults to "declined" if left blank by the youth.

42. Public financial assistance findings:**Rating: 2**

In order to be reported to NYTD, survey data must be entered into the state's web-based version of the survey. The web-based version contains the incorrect version of the required survey question.

This question is to be asked of youth not in foster care, but because the state defaults to "yes" at age 19 (and 21) for foster care status their answers are "corrected" to become "not applicable." Please see cases #4, #7, #9, #14, #15, #18, #20, and #23 for more information (in general the youth answered the question as required but it was reported as "not applicable").

The state must also modify the program code to not allow this element to default to 'declined' once element 36 is corrected.

43. Public food assistance findings:**Rating: 2**

In order to be reported to NYTD, survey data must be entered into the state's web-based version of the survey. The web-based version contains the incorrect version of the required survey question.

This question is to be asked of youth not in foster care, but because the state defaults to "yes" at age 19 (and 21) for foster care status their answers are "corrected" to become "not applicable." Please see cases #4, #7, #9, #14, #15, #18, #20, and #23 for more information (in general the youth answered the question as required but it was reported as "not applicable").

The state must also modify the program code to not allow this element to default to 'declined' once element 36 is corrected.

44. Public housing assistance findings:**Rating: 2**

In order to be reported to NYTD, survey data must be entered into the state's web-based version of the survey. The web-based version contains the incorrect version of the required survey question.

This question is to be asked of youth not in foster care, but because the state defaults to "yes" at age 19 (and 21) for foster care status their answers are "corrected" to become "not applicable." Please see cases #4, #7, #9, #14, #15, #18, #20, and #23 for more information (in general the youth answered the question as required but it was reported as "not applicable").

The state must also modify the program code to not allow this element to default to 'declined' once element 36 is corrected.

45. Other financial support findings:**Rating: 2**

In order to be reported to NYTD, survey data must be entered into the state's web-based version of the survey. The web-based version contains the incorrect version of the required survey question.

The state defaults to "declined" if left blank by the youth.

46. Highest educational certification received findings:**Rating: 2**

In order to be reported to NYTD, survey data must be entered into the state's web-based version of the survey. The web-based version contains the incorrect version of the required survey responses. The responses are missing the "e.g."

The state defaults to "none of the above" if left blank by the youth. Also, the state must modify the program code to allow the option of 'declined'. The option to "decline" is allowed on survey documents and the web-based version of the survey but it is not checked as an allowed value in the program code.

47. Current enrollment and attendance findings:**Rating: 2**

In order to be reported to NYTD, survey data must be entered into the state's web-based version of the survey. The web-based version contains the incorrect version of the required survey question.

The state defaults to "declined" if left blank by the youth.

48. Connection to adult findings:**Rating: 2**

In order to be reported to NYTD, survey data must be entered into the state's web-based version of the survey. The web-based version contains the incorrect version of the required survey question.

The state defaults to "declined" if left blank by the youth.

49. Homelessness findings:**Rating: 3**

The state defaults to "declined" if left blank by the youth.

50. Substance abuse referral findings:**Rating: 3**

The state defaults to “declined” if left blank by the youth.

51. Incarceration findings:**Rating: 3**

The state defaults to “declined” if left blank by the youth.

In case #18, the youth’s answer was “no” but it was reported as declined.

52. Children findings:**Rating: 2**

In order to be reported to NYTD, survey data must be entered into the state’s web-based version of the survey. The web-based version contains the incorrect version of the required survey question.

The state defaults to “declined” if left blank by the youth.

53. Marriage at child's birth findings:**Rating: 2**

In order to be reported to NYTD, survey data must be entered into the state’s web-based version of the survey. The web-based version contains the incorrect version of the required survey question.

The state defaults this to “not applicable” if erroneously answered. For example, in case #23, the youth answered “no” on the paper survey but it was reported as “not applicable.”

The state defaults to “declined” if left blank by the youth.

54. Medicaid findings:**Rating: 2**

In order to be reported to NYTD, survey data must be entered into the state’s web-based version of the survey. The web-based version contains the incorrect version of the required survey question.

In addition, the code incorrectly checks for “do not know” when “don’t know” is selected, then defaults to “declined” (Please see test case #1.) The state defaults to “declined” if left blank by the youth.

We also note that it is likely that in case record #4 and #15 that youth did not likely understand the question. We believe that the state could improve the prompts used in combination with this question.

55. Other health insurance coverage findings:

Rating: 2

In order to be reported to NYTD, survey data must be entered into the state's web-based version of the survey. The web-based version contains the incorrect version of the required survey question.

In addition, the code incorrectly checks for "do not know" when "don't know" is selected, then defaults to "declined." The state defaults to "declined" if left blank by the youth.

In case #7, the youth reported "no" to this question but then answered "yes" to elements 57 and 58. If no is reported for element 55, the youth should not be responding to elements 56–58.

We also note that it is likely that in case record #4 and #15 that youth did not likely understand the question. We believe that the state could improve the prompts used in combination with this question.

56. Health insurance type: Medical findings:

Rating: 2

In order to be reported to NYTD, survey data must be entered into the state's web-based version of the survey. The web-based version contains the incorrect version of the required survey question and response option ("No").

In addition, the code incorrectly checks for "do not know" when "don't know" is selected, then defaults to "declined." The state defaults to "declined" if left blank by the youth.

In case #7, the youth reported "blank" to this question but the state reported "not applicable" because the youth answered "no" to element 55. If no is reported for element 55, the youth should not be responding to elements 56–58. In case #15, the youth reported "don't know" but the state reported "declined."

57. Health insurance type: Mental health findings:

Rating: 2

The code incorrectly checks for "do not know" when "don't know" is selected, then defaults to "declined." The state defaults to "declined" if left blank by the youth.

In case #7, the youth reported “yes” to this question but the state reported “not applicable” because the youth answered “no” to element 55. If no is reported for element 55, the youth should not be responding to elements 56–58. In case #15, the youth reported “don’t know” but the state reported “declined.”

58. Health insurance type: Prescription drugs findings:

Rating: 2

The code incorrectly checks for “do not know” when “don’t know” is selected, then defaults to “declined.” The state defaults to “declined” if left blank by the youth.

In case #7, the youth reported “yes” to this question but the state reported “not applicable” because the youth answered “no” to element 55. If no is reported for element 55, the youth should not be responding to elements 56–58. In case #15, the youth reported “don’t know” but the state reported “declined.”

Appendix D. NYTD Improvement Plan General Requirements and Data Elements Final Ratings and Findings to Address

GENERAL REQUIREMENTS

1: The state reports information on all youth in the served population.

Rating: 2

Findings to address:

1.1 The state must establish a business practice to consistently and accurately capture information on all independent living services paid for or provided by the state.

2: The state reports information on all youth in the baseline population.

Rating: 1

Findings to address:

2.1 The state is to verify the code to determine whether all eligible youth in the baseline population are identified.

2.2 The state is to modify its reporting process to include outcomes information in the NYTD data file from youth in the baseline population who were surveyed late.

2.3 The state must determine the appropriate process to engage youth in the baseline survey for a robust participation rate.

2.4 The state is to modify its reporting process to ensure that baseline population youth records are reported both in the reporting period file that corresponds to the youth's 17th birthday and the reporting period file in which the youth was surveyed (see NYTD Q&A [2.55](#)).

3: The state reports information on all youth in the follow-up population.

Rating: 2

Findings to address:

3.1 The state is to modify its logic for element 36 (foster care status) to allow this information to be reported as indicated by the federal definition of foster care.

3.2 The state should develop a business process to collect location information to contact youth for the follow-up population.

4: The state implements an appropriate survey methodology to collect youth outcome data.

Rating: 1

Findings to address:

4.1 The state must revise its NYTD website survey instrument to include survey questions and valid response options as they appear in the NYTD regulation. The state should consider youth-friendly prompts in the website survey instrument.

4.2 The state should revise their paper instrument to support the collection of survey responses to be reported by the website, including:

- Develop a youth-friendly instrument with prompts and skip logic to support youth answering only the question applicable to them;
- Ensure youth are informed that questions that are left blank will be reported as declined; and
- The state should revise training to support professionals assisting in administering the survey.

4.3 The state must develop a policy to determine when the outcome reporting status is used.

4.4 The state should develop a consistent youth-friendly introduction to the NYTD survey that explains the purpose, goals and how the data will be used and protected as part of an informed consent protocol. This should be done in collaboration with youth.

4.5 The state should provide all survey participants a designated point of contact at DCS who can follow up on any concerns disclosed as part of the survey.

4.6 The state should create a process to contact a youth when a clarification is needed regarding a response and when unable to clarify a response.

7: The state conducts quality assurance to ensure NYTD information can be analyzed and used.

Rating: 2

Findings to address:

7.1 The state must develop a quality assurance process to ensure that NYTD data are accurate, complete, timely, and consistent in definition and usage across the agency. Specially, the state is to:

- Develop a process to periodically examine the accuracy or completeness of data on youth served by the independent living program.
- A process to re-examine accuracy of survey data so that state does not “correct” a youth’s responses.

7.2 The state is strongly encouraged to develop a plan to integrate NYTD data into the state's CQI work. To do so, the state should review the recommendation made in General Requirement 7 findings. It will be critical to involve youth and other stakeholders in developing and implementing the plans.

DATA ELEMENTS

11. Race: Unknown findings to address:

Rating: 2

11.1 The state's system must be updated to enable the state to allow "race: unknown" ("yes" for **element 11**) to be selected in combination with another race category when at least one race of a multiracial youth is unknown.

13. Hispanic or Latino ethnicity findings to address:

Rating: 2

13.1 The state's system must be updated to enable the state to allow the selection of "declined" for a youth who opts not to provide ethnicity information.

14. Foster Care status-services findings to address:

Rating: 1

14.1 The state should determine the process to accurately report the federal definition of "in foster care" of youth receiving services.

15. Local agency findings to address:

Rating: 3

15.1 The state will need to confirm that the reporting of this element continues to be correct once **element 14** (foster care status – services) is changed.

16. Federally recognized Tribe findings to address:

Rating: 2

16.1 The state is to report "blank" for this element when the federally recognized Tribal membership or eligibility for membership is not known or is pending verification.

17. Adjudicated delinquent findings to address:

Rating: 2

17.1 The state is to revise its data collection process to enable accurate reporting of whether or not a youth in the served population was ever adjudicated delinquent.

18. Educational level findings to address:**Rating: 2**

18.1 The state must develop a process to report the last grade completed accurately.

19. Special education findings to address:**Rating: 2**

19.1 The state must develop a process to report the special education status of youth accurately.

20. Independent living needs assessment findings to address:**Rating: 2**

20.1 The state must revise its business process for collecting information on “independent living needs assessments” to ensure that service information is consistently captured regarding activities and support paid for or provided by the state (see General Requirement 1).

21. Academic support findings to address:**Rating: 2**

21.1 The state must revise its business process for collecting information on IL services to ensure that service information is consistently captured regarding activities and supports paid for or provided by the state (see General Requirement 1).

21.2 The state must revise its data mapping to ensure the activities reported as “academic support” are clearly defined and meet the definition of the element found at 45 CFR 1356.83(g)(21).

22. Post-secondary educational support findings to address:**Rating: 2**

22.1 The state must revise its business process for collecting information on IL services to ensure that service information is consistently captured regarding activities and supports paid for or provided by the state (see General Requirement 1).

22.2 The state must revise its data mapping to ensure the activities reported as “post-secondary educational support” are clearly defined and meet the definition of the element found at 45 CFR 1356.83(g)(2X).

23. Career preparation findings to address:**Rating: 2**

23.1 The state must revise its business process for collecting information on IL services to ensure that service information is consistently captured regarding activities and supports paid for or provided by the state (see General Requirement 1).

23.2 The state must revise its data mapping to ensure the activities reported as “career preparation” are clearly defined and meet the definition of the element found at 45 CFR 1356.83(g)(23).

24. Employment programs or vocational training findings to address:

Rating: 2

24.1 The state must revise its business process for collecting information on IL services to ensure that service information is consistently captured regarding activities and supports paid for or provided by the state (see General Requirement 1).

24.2 The state must revise its data mapping to ensure the activities reported as “employment programs or vocational training” are clearly defined and meet the definition of the element found at 45 CFR 1356.83(g)(24).

25. Budget and financial management findings to address:

Rating: 2

25.1 The state must revise its business process for collecting information on IL services to ensure that service information is consistently captured regarding activities and supports paid for or provided by the state (see General Requirement 1).

25.2 The state must revise its data mapping to ensure the activities reported as “budget and financial management” are clearly defined and meet the definition of the element found at 45 CFR 1356.83(g)(25).

26. Housing education and home management training findings to address:

Rating: 2

26.1 The state must revise its business process for collecting information on IL services to ensure that service information is consistently captured regarding activities and supports paid for or provided by the state (see General Requirement 1).

26.2 The state must revise its data mapping to ensure the activities reported as “housing education and home management training” are clearly defined and meet the definition of the element found at 45 CFR 1356.83(g)(26).

27. Health education and risk prevention findings to address:

Rating: 2

27.1 The state must revise its business process for collecting information on IL services to ensure that service information is consistently captured regarding activities and supports paid for or provided by the state (see General Requirement 1).

27.2 The state must revise its data mapping to ensure the activities reported as “health education and risk prevention” are clearly defined and meet the definition of the element found at 45 CFR 1356.83(g)(27).

28. Family support and healthy marriage education findings to address:**Rating: 2**

28.1 The state must revise its business process for collecting information on IL services to ensure that service information is consistently captured regarding activities and supports paid for or provided by the state (see General Requirement 1).

28.2 The state must revise its data mapping to ensure the activities reported as “family support and healthy marriage education” are clearly defined and meet the definition of the element found at 45 CFR 1356.83(g)(28).

29. Mentoring findings to address:**Rating: 2**

29.1 The state must revise its business process for collecting information on IL services to ensure that service information is consistently captured regarding activities and supports paid for or provided by the state (see General Requirement 1).

29.2 The state must revise its data mapping to ensure the activities reported as “mentoring” are clearly defined and meet the definition of the element found at 45 CFR 1356.83(g)(29).

30. Supervised independent living findings to address:**Rating: 2**

30.1 The state must revise its business process for collecting information on IL services to ensure that service information is consistently captured regarding activities and supports paid for or provided by the state (see General Requirement 1).

30.2 The state must revise its data mapping to ensure the activities reported as “supervised independent living” are clearly defined and meet the definition of the element found at 45 CFR 1356.83(g)(30).

31. Room and board financial assistance findings to address:**Rating: 2**

31.1 The state must revise its business process for collecting information on IL services to ensure that service information is consistently captured regarding activities and supports paid for or provided by the state (see General Requirement 1).

31.2 The state must revise its data mapping to ensure the activities reported as “room and board financial assistance” are clearly defined and meet the definition of the element found at 45 CFR 1356.83(g)(31).

32. Education financial assistance findings to address:**Rating: 2**

32.1 The state must revise its business process for collecting information on IL services to ensure that service information is consistently captured regarding activities and supports paid for or provided by the state (see General Requirement 1).

32.2 The state must revise its data mapping to ensure the activities reported as “educational financial assistance” are clearly defined and meet the definition of the element found at 45 CFR 1356.83(g)(32).

33. Other financial assistance findings to address:

Rating: 2

33.1 The state must revise its business process for collecting information on IL services to ensure that service information is consistently captured regarding activities and supports paid for or provided by the state (see General Requirement 1).

33.2 The state must revise its data mapping to ensure the activities reported as “other financial assistance” are clearly defined and meet the definition of the element found at 45 CFR 1356.83(g)(33).

34. Outcome reporting status findings to address:

Rating: 2

34.1 The state should develop a policy to consistently determine when each outcome status should be used.

35. Date of outcome data collection findings to address:

Rating: 2

35.1 The state must revise its paper survey to allow for reporting of when the survey was completed by the youth.

36. Foster care status—outcomes findings to address:

Rating: 1

36.1 The state should develop code to ensure the “foster care status – outcomes” is correctly reported for youth who participate in the NYTD survey.

37. Currently full-time employment findings to address:

Rating: 2

37.1 The state must revise its website and any paper survey instruments to include the correct survey question.

38. Currently part-time employment findings to address:

Rating: 2

38.1 The state must revise its website and any paper survey instrument to include the correct survey question.

40. Social security findings to address:

Rating: 2

40.1 The state must revise its website and any paper survey instrument to include the correct survey question.

41. Educational aid findings to address:

Rating: 2

41.1 The state must revise its website and any paper survey instrument to include the correct survey question.

42. Public financial assistance findings to address:

Rating: 2

42.1 The state must revise its website and any paper survey instrument to include the correct survey question.

43. Public food assistance findings to address:

Rating: 2

43.1 The state must revise its website and any paper survey instrument to include the correct survey question.

44. Public housing assistance findings to address:

Rating: 2

44.1 The state must revise its website and any paper survey instrument to include the correct survey question.

45. Other financial assistance findings to address:

Rating: 2

45.1 The state must revise its website and any paper survey instrument to include the correct survey question.

46. Highest educational certification received findings to address:

Rating: 2

46.1 The state must revise its website and any paper survey instrument to include the correct survey question.

46.2 The state should develop a process to review missing data and change code so that missing data does not default to “none of the above.”

46.3 The state should develop code to allow for the option of “declined” to be reported.

47. Current enrollment and attendance findings to address:

Rating: 2

47.1 The state must revise its website and any paper survey instrument to include the correct survey question.

48. Connection to adult findings to address:

Rating: 2

48.1 The state must revise its website and any paper survey instrument to include the correct survey question.

49. Homelessness findings to address:

Rating: 3

49.1 The state should develop a process to ensure youth using a paper copy of the survey instrument are answering the applicable question.

50. Substance abuse referral findings to address:

Rating: 3

50.1 The state should develop a process to ensure youth using a paper copy of the survey instrument are answering the applicable question.

51. Incarceration findings to address:

Rating: 3

51.1 The state should develop a process to ensure youth using a paper copy of the survey instrument are answering the applicable question.

52. Children findings to address:

Rating: 2

52.1 The state must revise its website and any paper survey instrument to include the correct survey question.

53. Marriage at child's birth findings to address:

Rating: 2

53.1 The state must revise its website and any paper survey instrument to include the correct survey question.

53.2 The state should develop a process to contact youth to verify the youth understood the series of questions.

53.3 The state must revise code so that it does not default to “not applicable” if erroneously answered.

54. Medicaid findings to address:

Rating: 2

54.1 The state must revise its website and any paper survey instrument to include the correct survey question.

55. Other health insurance coverage findings to address:

Rating: 2

55.1 The state must revise its website and any paper survey instrument to include the correct survey question.

55.2 The state must revise its code to report “don’t know” when this option is selected by the youth.

56. Health insurance type: Medical findings to address:

Rating: 2

56.1 The state must revise its website and any paper survey instrument to include the correct survey question. We recommend the state develop a paper survey that assists youth to answer only the health insurance questions that are applicable to them.

56.2 The state must revise its code to report “don’t know” when this option is selected by the youth.

57. Health insurance type: Mental health findings to address:

Rating: 2

57.1 The state must revise its website and any paper survey instrument to include the correct survey question. We recommend the state develop a paper survey that assists youth to answer only the health insurance questions that are applicable to them.

57.2 The state must revise its code to report “don’t know” when this option is selected by the youth.

58. Health insurance type: Prescription drugs findings to address:

Rating: 2

58.1 The state must revise its website and any paper survey instrument to include the correct survey question. We recommend the state develop a paper survey that assists youth to answer only the health insurance questions that are applicable to them.

58.2 The state must revise its code to report “don’t know” when this option is selected by the youth.