

# National Child Welfare Data Management System (NCWDMS) Webinar

2/3/2022



ADMINISTRATION FOR  
**CHILDREN & FAMILIES**  
Office of the Chief Information Officer

# Participating in Today's Webinar

- Ask questions after the presentation
  - By asking over the phone using the *Raise Hand* feature and the presenter will unmute your phone line
  - If you aren't on the webinar and have called in using your phone, you can dial \*9 and the presenter will unmute your line
- After the webinar, if you have further questions, please email them to [NCWDMS-HelpDesk@icf.com](mailto:NCWDMS-HelpDesk@icf.com)
- You may also call the hotline at (888) 851-3111
- Any questions regarding data collection can be emailed to [CBDataTeam@acf.hhs.gov](mailto:CBDataTeam@acf.hhs.gov)



# Hosting and URL

- The new system is being developed on the FEDRAMP-compliant AWS cloud to accommodate ACF's system environments.
- Web application scans are performed monthly to ensure security compliance.
- The url is: <https://ncwdms.acf.hhs.gov>



# Authentication

- Requires users to log-in to interact with the system
- Logging in requires Multifactor Authentication. Users will require a username and password, and a one-time passcode provided by an authenticator app to login.
- Usernames (your work e-mail address) and initial passwords will be provided by the Children's Bureau via e-mail.
- Approved Authenticator Apps
  - Google Authenticator, Twilio, OKTA, DUO



# What is STT?

- **STT:** Stands for **State, Tribe, or Territory**
- **STT Workspace:** interface for the State, Tribe, or Territory (STT) users to:
  - Transmit data (upload data),
  - View data file compliance/quality information
  - Provide commentary,
  - Submit files,
  - Other miscellaneous tasks.



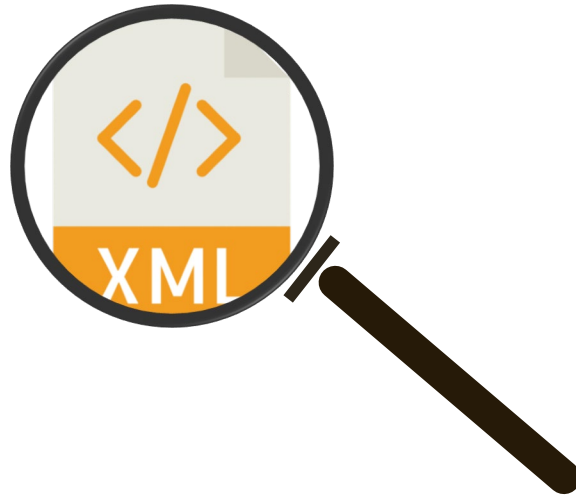
# STT Workspace



Transmit Data

- Transmitting (uploading) the data to the STT workspace.
- Transmitted files are checked by anti-virus software
- Transmitted files are also checked to make sure they are:
  - XML files
  - Structured based on the schemas that the Children's Bureau has published

# STT Workspace



**Rules Engine and Data Quality Checker** - configurable rules engine platform to support evaluation of rules for compliance and data quality of the incoming data files.

# STT Workspace



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- Allows for STTs to provide comments with their data submission
- Currently the commentary is restricted to the file-level
- Children's Bureau is exploring ways to expand commentary to the compliance and data quality level.



## STT Workspace

- A STT can transmit and examine the compliance and data quality results for as many files as they wish.
- Once a STT is satisfied with a file and want to make it official, they can submit the file from within the STT workspace.



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Submit Data

## CB Database/Repository

- It is only after submitting the file that the Children's Bureau can see anything. This includes the:
  - original data,
  - results of any compliance or DQ checks,
  - and any optionally any commentary provided.

# Planned Dates of Milestones

| Milestone                         | Actual or Planned Date      |
|-----------------------------------|-----------------------------|
| Go-Live                           | 1/31/2022                   |
| IV-E PPP Pilot Timeframe          | 2/1/22 - 3/15/22            |
| IV-E Initial Date of Submission   | 4/1/22 – 5/15/22            |
| AFCARS Pilot                      | 1/2/23 - 3/1/23 (tentative) |
| AFCARS Initial Date of Submission | 4/1/23 - 5/15/23            |

# NCWDMS Demo Walkthrough

- Viewing STT Users
- Viewing Transmission Files List
- Uploading a Transmission File
- File Checks
- Data Quality Reporting Based on DQ Rules
- Add or Update File Commentary
- Submitting a Transmission File
- Submitting a Subsequent File



## NCWDMS Q&A



# Post Webinar Follow-up

- The url is: <https://ncwdms.acf.hhs.gov>
- NCWDMS help e-mail box:  
[NCWDMS-HelpDesk@icf.com](mailto:NCWDMS-HelpDesk@icf.com)
- NCWDMS help number: (888) 851-3111
- For questions around the family first data collection, please use the following mailbox:  
[cbdatateam@acf.hhs.gov](mailto:cbdatateam@acf.hhs.gov)

