



DEPARTMENT OF HEALTH & HUMAN SERVICES

ADMINISTRATION FOR CHILDREN AND FAMILIES
Administration on Children, Youth and Families
1250 Maryland Avenue, S.W.
Washington, D.C. 20024

June 25, 2014

Richard A. Berry
Executive Director
Mississippi Department of Human Services
750 North State Street
Jackson, Mississippi 39202

Dear Mr. Berry:

The Children's Bureau, in collaboration with the Mississippi Department of Human Services (DHS), completed a review of Mississippi's Adoption and Foster Care Analysis and Reporting System (AFCARS) collection and reporting process during the week of September 23, 2013. The final report on the AFCARS Assessment Review (AAR) is enclosed, which includes the AFCARS Improvement Plan (AIP).

We appreciate the amount of time and effort that your staff committed to the planning and implementation of the AFCARS Review. Additionally, I want to acknowledge the work the agency has done towards implementing changes based on several onsite technical assistance visits made by the National Resource Center for Child Welfare Data and Technology (NRC-CWDT). While there still are corrections and modifications needed in order to be fully compliant with AFCARS reporting, the enclosed finding reflects many areas where the state has implemented the changes recommended by the NRC-CWDT.

The enclosed report identifies the most significant areas the state needs to address in order to meet the AFCARS requirements. Tab A of the Report contains detailed findings for the general requirements, data elements, and the case file review. Based on an analysis of the findings, a rating factor is assigned to each of the general requirements and each data element. The rating factors are: "1," the information is not collected and/or is not transmitted to ACF; "2," technical corrections are required; "3," improvement in data quality is needed; and "4," the state fully meets the AFCARS standards. The enclosed report provides a more detailed explanation of each of the rating factors. Below are the state's ratings.

General Requirements (22)

Rating Factor	Foster Care (8)	Adoption (3)	Technical (9)	Data Quality (2)
4	4	2	5	0
3	2	0	1	2
2	2	1	3	0
1	0	0	0	0

Data Elements (103)

Rating Factor	Foster Care (66)	Adoption (37)	Total (103)
4	9 (14%)	16 (43%)	25 (24%)
3	22 (33%)	1 (3%)	23 (22%)
2	35 (53%)	20 (54%)	55 (53%)
1	0	0	0

The information provided by this AAR will enable the state to bring its data collection and AFCARS reporting into compliance with the AFCARS standards. The agency is expected to make changes to the Mississippi Automated Child Welfare Information System (MACWIS) and the extraction routine as noted in this report in order to ensure that ongoing and previous AFCARS data submissions are made compliant with all the AFCARS standards. I understand that the agency is currently working toward developing a newer case management system which will also need to be fully compliant with the AFCARS standards. The agency can use the appendices to the *Guide to an AFCARS Assessment Review* (available on the Children’s Bureau’s web page at <http://www.acf.hhs.gov/programs/cb/resource/afcars-review-guide>) as a self-assessment and a means to verify the new system developer’s work as it relates to AFCARS.

Due to corrections that are needed for the data elements, the state will have to resubmit AFCARS data for past report periods. The state and the Children’s Bureau will discuss which report periods will require resubmission. The agency is encouraged to incorporate a review of its AFCARS data, as well as other data, as part of the periodic reviews conducted for children in foster care. Also, the agency should incorporate a review and analysis of the data as part of its quality assurance process. It is important that the information being used not only for AFCARS reporting but for the agency’s own performance measures and other program evaluations is reliable, consistent, and accurate.

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

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In closing, I would again like to thank the staff who participated in the review for their hard work and their commitment to collecting accurate and reliable AFCARS data.

Sincerely,

/s/

JooYeun Chang
Associate Commissioner
Children's Bureau

Enclosures

cc: Paul Kirisitz, Acting Regional Program Manager, Children's Bureau Region IV
Mike Gallarno, Office Director, Division of Family and Children's Services
Cindy Greer, Office Director, Continuous Quality Improvement, Division of Family and
Children's Services

**Mississippi
AFCARS
Assessment Review
Report**

June 2014

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

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BACKGROUND

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

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

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

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

¹ 45 CFR 1355.40(e)

RATING FACTORS

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

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

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

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

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

AFCARS Rating Factors

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

FINDINGS

During the week of September 23, 2013, the Children’s Bureau conducted an AAR of the Mississippi Department of Human Services (DHS). This report contains a summary of the significant reporting and data quality issues found during the AAR. As part of the post-site visit analysis, the state’s documents, data, case file review findings, and the onsite notes were assessed to make the final determination of findings. This section of the report is not meant to provide a detailed description of the agency’s findings. The state should carefully review all the findings in each document as there have been changes from the preliminary findings shared while we were onsite. For additional information on specific issues for the general requirements and the data elements, please see the findings documents in Tab A. The charts below summarize the rating factors for the General Requirements and the Data Elements.

General Requirements (22)

Rating Factor	Foster Care (8)	Adoption (3)	Technical (9)	Data Quality (2)
4	4	2	5	0
3	2	0	1	2
2	2	1	3	0
1	0	0	0	0

Data Elements (103)

Rating Factor	Foster Care (66)	Adoption (37)	Total (103)
4	9 (14%)	16 (43%)	25 (24%)
3	22 (33%)	1 (3%)	23 (22%)
2	35 (53%)	20 (54%)	55 (53%)
1	0	0	0

Information System

The state developed the Mississippi Automated Child Welfare Information System (MACWIS) using Federal SACWIS funds. The agency is expected to make changes to MACWIS and the extraction routine as noted in this report in order to ensure that ongoing and previous AFCARS data submissions are made compliant with all the AFCARS standards. Additionally, the state is now working toward development of a newer case management system. This new system will also need to be in full compliance with the AFCARS standards. The agency can use the appendices to the Guide to an AFCARS Assessment Review as a self-assessment and a means to verify the new system developer’s work as it relates to AFCARS. The agency can use the appendices to the *Guide to an AFCARS Assessment Review* (available on the Children’s Bureau’s web page at <http://www.acf.hhs.gov/programs/cb/resource/afcars-review-guide>) as a self-assessment and a means to verify the new system developer’s work as it relates to AFCARS.

General Requirements

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

Foster Care Reporting Population

In general, the extraction code is correctly identifying the foster care population that is to be included in the AFCARS file. However, there are some records that are incorrectly included in the state's file. The selection logic must be modified to exclude:

- Records of children whose only placement is a hospital.
- Records of children whose only placement is a locked facility.
- Children of minor parents who are residing in the same foster care setting as the parent.
- Records of children whose removal episode is 24 hours or less in duration.

Adoption Reporting Population

The state is correctly including records of children adopted from the state's foster care system, but is not currently capturing or reporting to AFCARS information on some adoptions made through private agencies with the involvement of the title IV-E agency. The agency does enter into adoption agreements with families adopting a child through a private agency (whether in Mississippi or in another state) and some information on these cases is entered into MACWIS. However, the state team indicated that not all of the data required for the AFCARS adoption file is entered and that the system may need modifications to allow the entry of this information. Also, it was noted that even if a private agency adoption is currently entered into the system, the program code does not have selection logic to identify and include these records. These corrections need to be made to ensure the accurate reporting of all agency involved adoptions.

Technical Requirements

Our review found the state is complying with most AFCARS technical requirements. The only issue identified was in the selection and reporting of data for prior report periods (subsequent files). Modifications need to be made to the extraction code to identify information that is associated with the prior report period being extracted. In most instances, correctly setting the report period date parameters will address the issue. However, logic will need to be added to each foster care and adoption element to check for information that is prior to the last day of the report period being extracted. This will prevent current information being reported in submissions of prior report periods.

Data Quality

For some data elements there is a need for improved oversight to ensure that all applicable information is entered into the system in a timely manner. Through the case file review conducted as part of the AAR, we identified elements that were underreported (e.g. circumstances associated with the child's removal from home and child's diagnosed conditions) or there was inconsistent use of some fields and dates. The system and extraction code's technical issues may be masking further data quality issues related data entry. Once technical corrections are made, the state will need to evaluate the data to determine the need for any additional training needs and monitoring of the data.

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

Corrections needed for the foster care and adoption data elements require the state to resubmit AFCARS data for past report periods. The state and the Children's Bureau will discuss which reports will be required for resubmission. In addition to the technical corrections, many data elements need improvement in the quality of the data. The state will need to develop and implement a method to ensure accurate and timely entry of data into the systems. We encourage the agency to continue its work on ensuring that caseworkers understand the importance of entering this information, not only for federal reporting, but for DHS's own use for program evaluation, individual case reviews, and for assuring successful outcomes for children.

Data Elements

There were several elements, as noted in the chart above, which require technical corrections. One area the state technical staff must address is the process for reporting information on removal episodes. As previously noted, there are errors in the selection of certain cases that are not to be included in the AFCARS foster care reporting population, due either to the initial placement setting or the removal episode is less than 24 hours in duration. In addition to ensuring the population selection logic does not report these records for the current removal episode, modifications are required for foster care elements date of first removal from home, number of removals from home and the discharge date of the prior removal episode (elements 18 – 20). The extraction logic must check for prior episodes that either were less than 24 hours in duration or in which the only placement was an institutional setting. These prior episodes are not to be included in the logic for calculating the number of removal episodes or if the episode was the first one, or the most recent episode. For instance, if the agency had "custody" of the child twice but the first episode was less than 24 hours in duration, the AFCARS number of removals is one.

These situations also impact reporting of placement information. For instance, if a child who is in the agency's responsibility for placement and care is initially in a hospital before entering a foster care setting, the date of the removal episode for purposes of AFCARS reporting begins when the child enters the foster care setting, not when the agency received "custody" of the child. Reporting in this manner also reduces the number of placements reported to AFCARS by

one because the hospital setting in this case is never included in the number of placements. Other issues that affect the number of placements the agency reports in its AFCARS file are identified and noted in the enclosed findings document. These include situations in which a child moves from one setting to another on the same campus or when the licensing status of a foster care setting changes (for instance when an unlicensed relative home becomes licensed), but the child does not move.

In developing its new case management system, the state agency should give careful consideration to how the system records and displays placement information. Currently, MACWIS lacks a centralized repository of information on where children are placed. In the event of a disaster, the quick identification of a child's location is imperative. Another issue with the current list of placement settings is the length of options and use of broad categories for some locations. The agency may want to re-evaluate this list for its current AFCARS reporting as well.

Another area in which both the system and the extraction code need modifications is in the collection and reporting of diagnosed conditions. The state's reporting of a child's diagnosed conditions (foster care elements 10 - 15) is underreported. The state's frequency for the number of children reported as being diagnosed with a disability in the 2013A report period was 459, representing only ten percent of the population. Of the 68 cases reviewed and analyzed, 33 (49%) were found in error because the AFCARS file did not include the diagnosed conditions that were recorded in the paper case file. Additionally, in some instances the child's placement was in a therapeutic foster home yet no diagnosed conditions were reported to AFCARS. The case file review demonstrated that children were receiving health exams and the agency has the reports from the health care/mental health professionals. The issue is with how the existing system is designed. The system contains multiple locations to record a child's doctor appointments, health, mental health, educational and other diagnoses, and these various sections of the system do not appear to be linked. In some instances, the diagnosis is entered as text instead of a field that is maintained in the database. Text information cannot be extracted for reporting purposes. This aspect of the system needs to be streamlined and the extraction code revised to check for the actual diagnoses entered into the system.

As noted in the technical requirements section, the accuracy of the medical and disability conditions reported to AFCARS is also affected by the lack of the program code checking for a start and end of a diagnosis. When a diagnosis is either made or is resolved, the data reported to AFCARS for prior report period reflects the child's current condition not their condition during the prior reporting period.

The most significant issue found in the adoption data file relates to the reporting of whether the agency determined the child to be eligible for a special needs subsidy and services; and if so, the primary basis the agency had for determining special needs (i.e., what the agency identified as the biggest barrier to adoption). The state team noted that the screen used to identify the special needs criteria reported to AFCARS does not match its current state policy. Also, since the system does not have a means for the worker to identify the primary basis for special needs, logic is written into the program code to report the first entry selected on the screen. As noted in the

enclosed case file review findings, the value reported to AFCARS was not reflective of the condition that was the most significant for the child.

Another adoption field that needs to be modified is the field that identifies the prior relationship of the individuals adopting the child. Currently, only one relationship between the child and the adoptive parent is reported to AFCARS. It appears that workers can enter more than one relationship between the child and the adoptive parent. Corrections to extraction code need to be made to properly identify the relationships entered by the caseworker; particularly to indicate whether a foster parent who is adopting a child was a relative or a non-relative.

Conclusion

As noted in the Background section of this report, the AAR ascertains the extent to which a title IV-E agency meets all of the AFCARS requirements and examines the quality of its data, as well as, the accuracy of the data related to the foster care and/or adoption case of a child. Title IV-E agencies that fail to meet any of the standards set forth in 45 CFR 1355.40(a-d) are considered to be in substantial noncompliance with the requirements of the title IV-E Plan².

This report identifies the most significant areas the state needs to address in order to meet the AFCARS requirements. It is evident the agency has implemented many improvements to its system based on the technical assistance provided by the National Resource Center for Child Welfare Data and Technology. It is important for the agency to incorporate all of the findings of this report as it moves forward in the development and implementation of a newer case management system.

The general requirements and elements that received a rating factor of “3” or lower are the items in the enclosed AFCARS Improvement Plan (AIP). Action items include program extraction code and/or screen modifications, modifications to data element mapping, system interface development, caseworker training, supervisory oversight, and development of an appropriate AFCARS quality assurance process. The AIP included with the report does not include due dates. As part of the post-site visit phase the state was to begin its own evaluation of the preliminary findings and determine what actions are needed to correct the identified problem and the time it will take to complete the tasks. Within 30 days of receipt of the final report, title IV-E agency staff must submit the initial AIP electronically to the Children’s Bureau with estimated dates for completing each action item. Additionally, the state’s plan for implementing the changes to the system and for caseworker training must be included in the state’s title IV-B Child and Family Services Plan and Annual Progress and Services Report as part of the information required by 45 CFR 1357.15(t) and 45 CFR 1357.16(a)(5).

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

² 45 CFR 1355.40(e)

Tab A

Detailed Findings

Section 1: General Requirements

Section 2: Foster Care and Adoption Elements

Section 3: Case File Review

INSTRUCTIONS

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

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

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

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

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

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

Section 1

General Requirements

AFCARS Assessment Review Findings

State: Mississippi

No.	Requirement	Rating Factor	Findings/Notes
Foster Care Population			
1	<p>For the purpose of foster care reporting, each data transmission must include all children in foster care for whom the title IV-E agency has responsibility for placement, care, or supervision. (45 CFR 1355.40(a)(2)).</p> <p>The [foster care] population to be included in this reporting system includes all children in foster care under the responsibility of the title IV-E agency administering or supervising the administration of the title IV-B Child and Family Services State plan and the title IV-E plan; that is, all children who are required to be provided the assurances of section 422(b)(8) of the Social Security Act. (Appendix A to Part 1355--Foster Care Data Elements, Section II--Definitions).</p>	2	<p>The designated single title IV-B/E agency is the Department of Human Services (DHS). The Department has seven programmatic divisions: Aging and Adult Services; Community Services; Early Childhood Care and Development; Family and Children Services; Family Foundation and Support; Field Operations; and, Youth Services.</p> <p>The Division of Family and Children Services (FCS) includes the protection of children and foster care, family preservation, foster care, and adoption services.</p> <p>The Division of Youth Services (DYS) administers probation, aftercare services and institutional programs for juveniles who have been adjudged delinquent in Mississippi Youth Courts or are at risk of becoming delinquent.</p> <p><u>Program Code mwfostdz</u> See General Requirements (GR) 11 for additional information.</p> <p>The foster care population is based on whether the extraction code finds a "custody record." If the agency has custody of the child, then the record is included. This will correctly include records of children who are in the agency's custody and whose only placement in the removal episode at the end of the report period is "runaway." The following situations are not excluded from the agency's AFCARS foster care reporting population.</p> <ul style="list-style-type: none"> • Records of children whose only placement is a hospital. • Records of children whose only placement is a locked facility. • Children of minor parents: If a child/youth in foster care is a parent, and their child lives with them, the child is being included if the agency has custody of the minor's child. <p>The program code needs to be modified to address these situations and ensure correct reporting.</p> <p>It is not clear that all youth under DHS are consistently included in the reporting population. Since DHS is the single state title IV-B/E agency, any youth who is in the Department's responsibility for placement and care and is in an out-of-home placement is to be included in the AFCARS reporting population. The exclusions noted above would also apply to the DHS population.</p>

AFCARS Assessment Review Findings
State: Mississippi

No.	Requirement	Rating Factor	Findings/Notes
			Also, see general notes for “removal episode” and FC18 - 21 for additional information. The revisions made to the section regarding these elements will also affect the selection of the reporting population.
2	[The AFCARS foster care reporting population] includes American Indian children covered under the assurances in section 422(b)(8) of the Act on the same basis as any other child. (45 CFR 1355.40(a)(2)).	4	<u>Program Code:</u> Based on the selection logic, if the agency has custody of a child the record will be reported.
3	For children in out-of-State/Tribal Service area placement, the title IV-E agency placing the child and making the foster care payment submits and continually updates the data. (45 CFR 1355.40(a)(2)).	4	<u>Program Code:</u> If the case is entered as an ICPC-incoming, a case in which the agency does not have custody, the record is not selected for inclusion in the population. The State does include records in AFCARS that are ICPC-outgoing.
4	[The foster care] population includes all children supervised by or under the responsibility of another public agency with which the title IV-E agency has an agreement under title IV-E and on whose behalf the title IV-E agency makes title IV-E foster care maintenance payments. (Appendix A to Part 1355--Foster Care Data Elements, Section II--Definitions).	4	Within DHS is the Division of Youth Services and is included under the single state designation for title IV-B and IV-E. DHS does not have title IV-E agreements with any other public agencies or Tribes.
5	The reporting system includes all children who have or had been in foster care at least 24 hours. (Appendix A to Part 1355--Foster Care Data Elements, Section II—Definitions).	2	<u>Program Code mwfostdz</u> The extraction code excludes records where the difference between the removal date and the discharge date is one day or less (based strictly on date logic – no time field used). The system must be modified to allow either a time for when the child entered and exited foster care. Or, they system to include a checkbox asking if the removal episode was 24 hours or less. The program code would then need to be modified to check the appropriate field.
6	Foster care does not include children who are in their own homes under the responsibility of the title IV-E agency. (Appendix A to Part 1355--Foster Care Data Elements, Section II—Definitions). A removal is either the physical act of a child being taken from his or her normal place of residence, by court order or a voluntary placement agreement and placed in a substitute care setting, or the removal of custody from the parent or relative guardian pursuant to a court order or voluntary placement agreement which permits the child to remain in a substitute care setting. (CWPM, 1.2B.3 Question #4).	4	<u>Program Code mwfostdz</u> The selection logic specifically bypasses all cases where the child is initially placed in his/her own home. This will correctly situations where the child is removed from a custodial parent and placed with the non-custodial parent prior to being placed in a foster care setting. While the above approach appears to be working properly to meet this requirement, review the case file findings and identify if there needs to be corrections based on the findings in Foster Care element #21 (FC21).

AFCARS Assessment Review Findings
State: Mississippi

No.	Requirement	Rating Factor	Findings/Notes
7	<p>[The foster care population] includes youth over the age of 18 if a payment is being made on behalf of the child (CWPM, 1.3).</p> <p>A title IV-E agency that exercises the option to extend assistance to youth age 18 or older must collect and report data to AFCARS on all youth receiving a title IV-E foster care maintenance payment. (ACYF-CB-PI-10-11, Issued July 9, 2010).</p>	3	<p>The State's age of majority is 18. However, youth over the age of 18 may continue to receive services and remain in foster care up to the age of 21 under state funding.</p> <p>The State did not exercise the option to extend the definition of a child's age beyond 18 under the title IV-E plan. The state does currently claim title IV-E for youth who are 18 up to one month after the youth's eighteenth birthday (Mississippi IV-E Policy Manual).</p> <p><u>NRC-CWDT TA Report 2/4/2008:</u></p> <p>In Mississippi, a young person may remain under the state agency's jurisdiction past the age of 18 or 19. Youth in foster care may receive Title IV-E funding until they turn 19 years old. Youth may receive services until age 21, and in some cases the State may retain custody up to the age of 21. Youth who are in school and are receiving Chafee funds may continue to receive services, but generally under a voluntary agreement. If a child who has turned 18, but is not yet 19, is still receiving Title IV-E funds, he or she should continue to be reported in the AFCARS population. Once the youth either turns 19 or is no longer receiving Title IV-E funds, he or she should be reported as discharged with a reason of emancipation. If the youth continues to be in the care and placement responsibility of the State because of severe disabilities, the State should not report that youth to AFCARS. For all instances of discharge associated with the youth's age, the reason for discharge is "emancipation." It is important to note that these youth must be reported as discharged from care rather than excluded from the AFCARS reporting population. If they are simply excluded from the population, these records will be "dropped" from the AFCARS population.</p> <p>Since the state does not use title IV-E funds beyond age 18 there should be no records with a year of birth beyond age 18 and thirty days. Please clarify when the state implemented the policy to end claiming for title IV-E on 18 year olds one month after the youth's 18th birthday. See the data quality findings in FC56.</p> <p><u>Program Code:</u> See foster care elements #56 and 58 for additional information.</p>
8	<p>Include all children who are in the placement, care, or supervision responsibility of the title IV-B/E agency that are on "trial home visits"</p>	3	<p>For children placed in the home they were removed from and who are still under the agency's responsibility for placement and care, the State's policy is that the</p>

AFCARS Assessment Review Findings
State: Mississippi

No.	Requirement	Rating Factor	Findings/Notes
	(CWPM 1.3).		<p>agency must review/make a decision within 90 days. At that time the agency will either continue care and placement or request the courts to discharge them from care and placement responsibility.</p> <p><u>Program Code mwfofsts</u> See the findings for FC23, 41, 56 and 58. In FC 56, it appears the date of discharge is set by the extraction code and not as a result of data entry by the caseworker.</p>
Adoption Population			
9	<p>For the purposes of adoption reporting, data are required to be transmitted by the title IV-E agency on all adopted children who were placed by the title IV-E agency. (45 CFR 1355.40(a)(3)).</p> <p>The title IV-E agency must report on all children who are adopted in the State or Tribal service area during the reporting period and in whose adoption the title IV-E agency has had any involvement. ...reports on the following are mandated: (a) All children adopted who had been <u>in foster care</u> under the responsibility and care of the child welfare agency and who were subsequently adopted whether special needs or not and whether subsidies are provided or not; (Appendix B to Part 1355--Adoption Data Elements, Section II - Definitions).</p>	4	<p><u>Program Code mwadopdz</u> For the purpose of the population criteria, the State is correctly including records of children who were in foster care and were adopted. See GR 14 for further notes.</p>
10	<p>For a child adopted out-of-State, the title IV-E agency which placed the child submits the data. Similarly, the Tribal title IV-E agency which placed the child outside of the Tribal service area for adoption submits the data.(45 CFR 1355.40(a)(3) I - Definitions).</p>	4	<p>Based on the program code, if the agency has custody of a child and the child is placed out-of-State for the purpose of being adopted, MS' adoption population will include the child's record.</p> <p>The State's extraction logic is based on the State's custody. If the State agency does not have custody, then the record is not included. See GR11 for additional notes regarding private agency adoptions.</p>
11	<p>For the purposes of adoption reporting, data are required to be transmitted by the title IV-E agency ... on all adopted children for whom the agency is providing adoption assistance (either ongoing or for nonrecurring expenses), care or services directly or by contract or agreement with other private or public agencies. (45 CFR 1355.40(a)(3)).</p> <p>The title IV-E agency must report on all children who are adopted in the State or Tribal service area during the reporting period and in</p>	2	<p>The State team indicated that they do enter into adoption agreements with families adopting a child through a private agency. The child must meet the agency's criteria for special needs (this includes "at risk"). If there is a private agency in another state handling a special needs adoption and the adoptive family is in Mississippi, the agency will enter into an adoption agreement with the family if the child meets their criteria.</p> <p>If a child meets the special needs requirement and the family is only asking for the non-recurring cost to be reimbursed, the state agency will pay these fees.</p>

AFCARS Assessment Review Findings

State: Mississippi

No.	Requirement	Rating Factor	Findings/Notes
	<p>whose adoption the title IV-E agency has had any involvement. ...reports on the following are mandated:</p> <p>(b) All special needs children who were adopted in the State or Tribal service area, whether or not they were in the public foster care system prior to their adoption and for whom non-recurring expenses were reimbursed; and</p> <p>(c) All children adopted for whom an adoption assistance payment or service is being provided based on arrangements made by or through the title IV-E agency. (Appendix B to Part 1355--Adoption Data Elements, Section I).</p>		<p>The state office staff enters the information in MACWIS for these private agency adoptions.</p> <p>The agency does collect the TPR information from private agency adoptions. However, there is information that is required in the adoption element file that the agency is not collecting. The agency will need to develop a means to ensure this information is obtained from the private agency. The agency will need to identify which elements will need to be collected for the private agency adoptions as part of the agency's Improvement Plan.</p> <p><u>Program Code mwadoptz</u> The state technical team indicated that private agency adoptions are not included in the AFCARS report. The extraction code requires that the selected child have a <u>custody record</u> with an outcome equal to "adoption."</p> <p>See AD34, child placed by..., there were two records reported as the child placed by a private agency. It appears there may need to be an additional check for a service code associated with private agency adoptions to ensure all of the noted criteria are being included in the selection logic.</p>
Technical Requirements			
12	<p>The data must be extracted from the data system as of the last day of the reporting period (45 CFR 1355.40(b)(1)):</p> <p><u>For foster care information [regular files], the child-specific data to be transmitted must reflect the data in the information system when the data are extracted. (45 CFR 1355.40(b)(2)).</u></p> <p>Report the status of all children in foster care as of the last day of the reporting period.</p> <p>Also, provide data for all children who were discharged from foster care at any time during the reporting period, or in the previous reporting period, if not previously reported. (Appendix D, 45 CFR 1355 Foster Care and Adoption Record Layouts Section A.1.b(5)); (AFCARS Technical Bulletin #6, Data Extraction).</p>	2 3	<p><u>Program Code mwfostdz</u> Based on the test cases, children who discharge during the report period are included. For regular files, the program code will report the information that occurred in the report period and not after it for some elements. There are some elements in foster care in which the routine does not include the report period parameters. These elements need to be corrected and have the report period end date added. See foster care findings matrix.</p> <p>Since the correction is specific to the data elements for a regular file, this element was rated a "3."</p>
13	<p>The data must be extracted from the data system as of the last day of the reporting period (45 CFR 1355.40(b)(1)):</p>	2	<p><u>Program Code mwfostdz and mwfostsz</u> Some information is maintained as history. This is true of legal data, court hearings, TPR history, custody, and placement data.</p>

AFCARS Assessment Review Findings

State: Mississippi

No.	Requirement	Rating Factor	Findings/Notes
	<p><u>For foster care information [subsequent files]</u>, the child-specific data to be transmitted must reflect the data in the information system when the data are extracted. (45 CFR 1355.40(b)(2)).</p> <p>Report the status of all children in foster care as of the last day of the reporting period. (AFCARS Technical Bulletin #6, Data Extraction)</p>		<p>Subsequent files may not accurately reflect the events/circumstances of a case. The test cases reflect data that appears to be overwritten. As noted in GR12, not all elements have the report period associated with them and therefore “future” information could be included in a file that is resubmitted for a prior report period. Since the report period is manually entered into the file for extraction, the agency needs to be sure that the selection logic is identifying information that actually occurred in the report period being selected.</p> <p>Additionally, there were some elements (specifically the diagnosed conditions) that require a system modification as well as an extraction code change.</p> <p>In regard to discharge from foster care, if a child discharges from foster care in one report period (for example in the first six month period (A)) but the worker does not enter the information until after the start of the next report period (B), the discharge information will not appear in the A file but will in the B file. This is because as of the last day of the report period the worker had not yet entered the information. Also, because the state correctly uses the transaction date to identify records the record will also be included in the B file and the discharge date will be reported at that time. However, if the agency submit the A file as a subsequent file, the subsequent file should include the discharge date and reason.</p>
14	<p>The data must be extracted from the data system as of the last day of the reporting period. (45 CFR 1355.40(b)(1)):</p> <p><u>Adoption data</u> are to be reported during the reporting period in which the adoption is legalized or, at the title IV-E agency's option, in the following reporting period if the adoption is legalized within the last 60 days of the reporting period. For a semi-annual period in which no adoptions have been legalized, the title IV-E agency must report such an occurrence.(45 CFR 355.40(b)(3)).</p>	2	<p><u>Program Code mwadopdz</u> <u>Regular AD Files:</u> The extraction code requires that the selected child have a custody record with an outcome equal to “adoption.” The adoption population is selected based on the court action file and for all records that have an action code of “ADPF” or “AF” (adoption finalized). There must be a date, a service outcome of “adoption,” a service types of either “placement-services-r-s” or “placement-services-cor,” and a service start date less than the report period end date.</p> <p>The State team indicated they are only reporting those adoptions that have a finalization date that occurred in the report period being reported. If the adoption occurred in one report period (i.e., the “A” period) but was entered by the caseworker after the end of the report period, the program code would not extract and report the adoption record in the “B” period. This impacts the total number of adoptions used by the Children’s Bureau for the purposes of the Adoption Incentive Program.</p>

AFCARS Assessment Review Findings
State: Mississippi

No.	Requirement	Rating Factor	Findings/Notes
			<p>The state needs to identify a method to either flag those that had been submitted or to use the discharge transaction date associated with foster care element #56 and develop a selection routine using it. The logic would be similar to that used for foster care.</p> <p>For <u>subsequent AD file reporting</u> since the extraction code only checks on the date of the adoption, it will be included correctly in a subsequent submission. However, it appears the program will incorrectly use the current data rather than the data at the time of the adoption. This will impact the information reported to adoption element #36. There is no clear check in the financial section to ensure the data sought is within the reporting period reflective of the adoption legalization date. The program code for adoption element #36 may need to be corrected and the agency needs to ensure that information in the adoption file is reflective of the circumstances at the time the adoption is finalized.</p>
15	<p>The title IV-E agency extracts all records based on the transaction date of discharge (foster care element #57) or the date of latest removal (foster care element #21), if the child has not been discharged. (ACYF-PI-CB-95-09, Reissued May 23, 1995 and Technical Bulletin #6, AFCARS Data Extraction)</p>	2	<p><u>Program Code mwfstodz</u> The extraction code contains comments to the effect that transaction dates are used for the extraction if they are present and if not, then the custody begin and end dates are used. However, the logic to set the work dates to the custody transaction dates is commented out and the dates are populated only with the in-custody date and the custody end date.</p>
16	<p>A summary file of the semi-annual data transmission must be submitted and will be used to verify the completeness of the title IV-E agency's detailed submission for the reporting period. (45 CFR 1355.40(b)(4)).</p> <p>The values for these data elements are generated by processing all records in the semi-annual detailed data transmission and computing the summary values for Elements #1 and #3-22. Element #2 is the semi-annual report period ending date. In calculating the age range for the child, the last day of the reporting period is to be used. (Appendix D, 45 CFR 1355 Foster Care and Adoption Record Layouts Sections A.2 and B.2).</p>	4	<p><u>Program Code mwfostsz</u> The State correctly submits a summary record for the foster care population. It is produced in a separate program from the two that select the population and populate the data elements.</p>
17	<p>[Files] must be submitted in electronic form as described in appendix C to Part 1355 and in record layouts as delineated in appendix D to Part 135545 CFR 1355.40(b)(1) Records must be written using ASCII standard character format. (Appendix C, 45 CFR 1355 Electronic Data Transmission Format).</p>	4	<p><u>Program Code:</u> The State correctly uses ASCII standard character format for all data transmitted.</p>
18	<p>[Files] must be submitted in electronic form as described in</p>	4	<p><u>Program Code:</u></p>

AFCARS Assessment Review Findings
State: Mississippi

No.	Requirement	Rating Factor	Findings/Notes
	appendix C to Part 1355 and in record layouts as delineated in appendix D to Part 1355 45 CFR 1355.40(b)(1) (2) All elements must be comprised of integer (numeric) value(s). (Appendix C, 45 CFR 1355 Electronic Data Transmission Format).		The State correctly submits all data in integer format.
19	<p>[Files] must be submitted in electronic form as described in appendix C to Part 1355 and in record layouts as delineated in appendix D to Part 1355.(45 CFR 1355.40(b)(1)).</p> <p>All records must be a fixed length. The Foster Care Detailed Data Elements Record is 150 characters long and the Adoption Detailed Data Elements Record is 72 characters long. The Foster Care Summary Data Elements Record and the Adoption Summary Data Elements Record are each 172 characters long. (Appendix C, 45 CFR 1355 Electronic Data Transmission Format).</p>	4	<p><u>Program Code:</u> The State correctly submits data records in the required format and record length.</p>
NR	<p>[Files] must be submitted in electronic form as described in appendix C to Part 1355 and in record layouts as delineated in appendix D to Part 1355. (45 CFR 1355.40(b)(1))</p> <p>All title IV-E agencies must inform the Department, in writing, of the method of transfer they intend to use. (Appendix C, 45 CFR 1355 Electronic Data Transmission Format).</p>		The agency's information is on file with the Children's Bureau.
20	The title IV-E agency must use correct file name for transmission. (Technical Bulletin #2, File Format).	4	<p><u>Program Code:</u> The correct naming conventions are used.</p>
Data Quality			
21	<p>General Data Quality</p> <p>For data to be considered "quality" it must be accurate, complete, timely, and consistent in definition and usage across the entire IV-E agency and State/Tribal service area. The quality of the AFCARS data is assessed by the agency on a regular and continuous basis in order to sustain a high level of quality data. The agency incorporates AFCARS data into its quality assurance/continuous quality improvement plan. The agency involves staff from every level of the organization, and other stakeholders from outside of the agency.</p>	3	<p>There were 53% of the data elements rated a two and 22% were rated a three. There were several elements that relate to one category of information (e.g., reasons for a child's removal from home or diagnosed conditions) that all receive the same rating factor. One area that may improve the accuracy of the data is changing the terminology used for certain field and/or response options. For instance, in many instances the agency uses the option "unable to determine." This option can have many meanings both to a caseworker and as defined in AFCARS. In order to have a more accurate response, the agency may want to consider adding values that would be more reflective of why the caseworker does not have the information (did the individual decline to provide their race or did the infant come into foster care under the agency's Safe Haven program and therefore, the race(s) of the infant are not known).</p> <p>There are several areas identified that requires additional training. One of the findings from the case file review is the inconsistent use of some fields and dates.</p>

AFCARS Assessment Review Findings

State: Mississippi

No.	Requirement	Rating Factor	Findings/Notes
			<p>The agency needs to ensure that all data fields are used consistently in the manner designed in order to have reliable and comparable data. There is training for new workers but it was not clear that there is a consistent method to address training on an ongoing basis. The system has a help feature, but this may not be enough to address training comprehensively. The agency needs to ensure that supervisors are monitoring the need for training related to use of the system.</p> <p>Related to supervisor oversight of training and correct use of the system/data entry fields, is the need for increased review of the information entered into the system. Data reported to AFCARS in some instances did not properly reflect policy/practice.</p> <p>Also, there is not a regular process in place to audit for duplicate cases. It was noted that a case may have been open for some time under two different record numbers before it discovered. The State team also indicated it is difficult to merge the data once that much time had elapsed and know which record contains the correct information.</p> <p>The State needs to make better use of the AFCARS frequency report in conjunction with the AFCARS Data Quality Utility and incorporate these with existing management reports. The agency may need to re-evaluate reports it is using to determine if additional ones are needed that can be added to the quality assurance process. AFCARS data should also be part of an ongoing CQI process both for data quality but also as part of the data used to measure the effectiveness of the state's programs. The State has shown a commitment to the CQI process and the CQI staff participated in the AAR. The agency needs to continue building upon what it has started as well as integrating AFCARS tools presented during the review into its CQI process.</p>
22	<p>Data Conversion</p> <p>The information system has the capability of recording historical information, as applicable. This primarily applies to closed cases, if the agency did not convert all cases (open and closed), that re-open after conversion, and these cases must be entered into the system.</p> <p>The title IV-E agency transfers historical information on open cases. Specifically, it includes information on: date of first removal, total number of removals, and whether the child's mother was married at</p>	3	<p>The State did operated a system prior to implementing Mississippi Automated Child Welfare Information System (MACWIS).</p> <p>Based on technical assistance provided by the NRC-CWDT in September, 2007 there were continuing issues with conversion from the legacy system to MACWIS. At the time, 90% of the records indicated only one removal episode. Also, a finding in the NRC-CWDT's report indicates "The program code refers back to the legacy system files for case history, which is acceptable; however, there appear to be defaults if the information is not found. This is one area that will require further investigation by Mississippi and NRC-CWDT staff."</p>

AFCARS Assessment Review Findings

State: Mississippi

No.	Requirement	Rating Factor	Findings/Notes
	<p>the time of the child's birth. If the case was open at the time of conversion, information on the number of placement settings is included.</p>		<p><u>NRC-CWDT TA Report 2/4/2008:</u> State staff indicated not all of this information was converted from the legacy system and that there is not a way to enter this historical information in MACWIS.</p> <p>Review of the program code revealed that there is a check in the code of the legacy system file. If no removal history is found, the total number of removals is set to one.</p> <p><u>Program Code:</u> The Federal team's findings were similar to those of the NRC-CWDT's. The extraction code frequently references a table named AFCARS prior history. This table is referred to in at least one program comment as "legacy" data.</p> <p>The information as to whether the child was previously adopted is one of these elements. Also, removal episodes were not converted and are stored in the table.</p> <p>The agency intends to develop a new statewide case management information system. As part of the planning and development of that system, the agency needs to determine if they are going to continue maintaining a separate database for the legacy data or if it will be converted to the new system.</p>

Section 2

Foster Care and Adoption Elements

AFCARS Assessment Review Findings: Foster Care Elements
State: Mississippi

Data Element	Findings/Notes	Rating Factor
1. Title IV-E Agency	<u>Program Code</u> This element is hardcoded to the State code of "28."	4
2. Report Period Ending Date	<u>Program Code: MWFSTDZ</u> The report period end date is manually entered into a date file read by the program.	4
3. Local Agency (FIPS Code)	<u>Program Code:</u> The local agency FIPS code is obtained by taking the court tracking number from the child's current custody record.	4
4. Record Number		4
5. Date of Most Recent Periodic Review (if applicable)	<p><u>Screen:</u> Court/County Conference There are several tabs including one "All Reviews;" this gives a history of the periodic reviews. Foster care reviews occur every six months; administrative and permanency hearing. Some counties may do them more frequently.</p> <p><u>Data Quality</u> <i>Frequency Report (n=4,807):</i> There is one record with a review in 2005; 14 were in 2011; and 799 (17%) as blank.</p> <p><i>Case File Review Findings:</i> There were 7 (10%) records that did not match what was reported to AFCARS.</p> <p><u>Program Code: MWFSTRZ</u> The program code first checks the field "actual review date" and uses this date if it is the latest review date and if the date is after the current removal date but before the end of the report period (or a discharge date if applicable). The program code then checks the court action table for the court action code "DISPL" (dispositional), "DISPO" (dispositional hearing request), "MNTHR" (six month review), "AR" (six month hearing request), "PERMH" (permanency hearing) or "PDR" (permanency hearing request).</p> <p>The more recent of the two saved dates (most recent review date and the court order action date) is reported for this element. If the value of element #5 is zero the field is set to blanks.</p>	3
6. Date of Birth	<p><u>Screen:</u> Intake & Demographics There are seven tabs: General, Phone, Address, Race/Ethnicity, Employment/Military, Education History, and Special Education. Date of birth is collected on the General Tab. There also is a field for the date of death.</p> <p><u>Data Quality</u> <i>Frequency Report (n=4,807):</i> There is one record with 1984 as a year of birth; nine in 1991; 44 in 1992; and, 96 in 1993.</p> <p><i>Case File Review Findings:</i> In addition to the records that were of youth over the age of 18 and one month, there were two records that did not match what was reported to AFCARS.</p>	3

AFCARS Assessment Review Findings: Foster Care Elements
State: Mississippi

Data Element	Findings/Notes	Rating Factor
	<p><u>Program Code</u> The child's date of birth is obtained from the person record. If no date is found the field is set to blanks.</p>	
<p>7. Sex</p> <p>1 = Male 2 = Female</p>	<p><u>Screen:</u> Intake & Demographics Gender is collected on the General Tab. The options are: Female, Male, and Unknown.</p> <p><u>Program Code:</u> MWFSTDZ This information is extracted from the person record. The State's values are correctly mapped to AFCARS. If no information is found, the element is set to blanks.</p>	4
<p>8. Child's Race</p> <p>0=No 1=Yes</p> <p>a. American Indian or Alaska Native b. Asian c. Black or African American d. Native Hawaiian or Other Pacific Islander e. White f. Unable to Determine</p>	<p><u>Screen:</u> Intake & Demographics Race information is collected on the Race/Ethnicity tab. There are four sections: Ethnicity, Tribal Affiliation, Race, and Religion. The options in the race field are: American Indian/Alaska Native; Asian, Black or African American; Native Hawaiian or Pacific Islander; Unable to determine, and White. More than one race can be selected.</p> <p>The options for NYTD are not on the list. There is no option for "declined" or if the person is of more than one race but all races are not known. The NYTD definition of "unknown" encompasses two situations in which it can be used. One situation would be mapped to AFCARS and the other would not. In order to make the response option of "unknown" more meaningful to the worker, the State may want to consider alternate terminology. One example might be "incapacitated" and "multi-racial-other race not known." These would then map in NYTD to "unknown." For AFCARS reporting purposes: -- If a child, youth, or parent is incapacitated and unable to provide the worker with race information, the worker would select "incapacitated/unknown." This value would be mapped to the AFCARS value "unable to determine." -- If a person is multi-racial, but does not know the other race(s), the worker would select "multi-racial-other race not known/unknown." This value would then be mapped to blank and only the known race would be reported in AFCARS.</p> <p><u>Data Quality</u> <i>Frequency Report (n=4,807)¹:</i> There are four records reported as blank for each of the race categories. There are 90 (2%) records reported as "unable to determine." There are 96 (2%) records reflecting the child as being of two or more races. There are no records reported with a race plus "unable to determine."</p> <p>The State team indicated there is training offered through the training unit and a policy guide that instructs how to fill out the screen.</p> <p><u>Program Code</u> Race information is extracted from the person record. If a race is not found on the person screen, the program</p>	3 4

¹ The frequency report is for the 2013A report period (October 1, 2012 - March 31, 2013)

AFCARS Assessment Review Findings: Foster Care Elements
State: Mississippi

Data Element	Findings/Notes	Rating Factor
	<p>code checks the AFCARS prior history table.</p> <p>The race codes on the person table are five character alphanumeric fields. Their values are “Amian,” “Asian,” “Black,” “Hawai,” “White,” and “Undet.” The race codes on the prior history table are one character codes: “I” (American Indian), “A” (Asian), “B” (Black or African American), “H” (Native Hawaiian or other Pacific Islander), “W” (White), “U” (unable to determine) and “G” (?) which is also mapped to “unable to determine.” G & U were used for unable to determine.</p> <p>Prior to mapping, all race values are set to “no.” After all race values have been mapped from the table(s) if anything other than “unable to determine” has been mapped, “unable to determine” is set to “no.” If no data are found, all race values are set to blank.</p>	
<p>9. Child’s Hispanic or Latino Ethnicity</p> <p>1 = Yes 2 = No 3 = Unable to Determine</p>	<p><u>Screen:</u> Intake & Demographics Hispanic or Latino Origin information is collected on the Race/Ethnicity tab. The options are: Hispanic or Latino Origin; Not Hispanic or Latino; and Unable to determine. The options for NYTD are not on the list. There is no option for “declined”</p> <p><u>Data Quality</u> <i>Frequency Report (n=4,807):</i> Yes = 174 (4%); No = 4,482 (93%); Unable to determine = 145 (3%); Not reported = 6 (.12%)</p> <p><u>Program Code</u> The child’s Hispanic or Latino ethnicity is selected from the person table. The State’s values are correctly mapped to the AFCARS values. If no information is entered, this element is set to blank.</p>	<p>3 4</p>
<p>10. Has the Child Been Clinically Diagnosed with a Disability(ies)?</p> <p>1 = Yes 2 = No 3 = Not Yet Determined</p>	<p><u>Screen:</u> Demographics/Medical Conditions. There are five tabs: Allergies, Cancer, Other Physical Illness, Other Conditions, and Current Medications.</p> <p>The question “Has Child Been Diagnosed with a Disability?” is at the bottom of the Medical Conditions screen and is present regardless of the tab selected. The answer options are yes and no. There is no indication how this information is tied to an actual exam and by whom. The system has another section under “Case” for recording medical history, exams, medications, etc. Some of this information is being stored via narrative and not put into the database. There is no connection between this part of the section and where the health/mental health conditions are recorded. The system must be streamlined to collect all health information in one place. Additionally, the narrative fields need to be removed or monitored for entry of diagnosed conditions.</p> <p>Also, the word “disability” may be misleading and could be contributing to the lack of correct data entry for this element.</p> <p>The State’s policy is that an initial health assessment is done within 72 hours of the child’s removal from home and a comprehensive exam is to be within 30 days.</p>	<p>2</p>

AFCARS Assessment Review Findings: Foster Care Elements
State: Mississippi

Data Element	Findings/Notes	Rating Factor
	<p><u>Data Quality</u> <i>Frequency Report (n=4,807):</i> Yes = 459 (10%); No = 4,341 (90%); Not Yet Determined = 0; Not reported = 7 (.15%) There are 7 records reported as blank in elements 11 - 15 as well.</p> <p><i>Case File Review Findings:</i> There were 33 (49%) records that did not match what was reported to AFCARS. In all cases, the response should have been “yes” instead of “no.” There were several records in the sample of children living in a therapeutic setting (foster home, group home, etc.) and there was no information reported to AFCARS for diagnosed conditions.</p> <p><u>Program Code: MWFSTDZ</u> This element is initialized to blank prior to processing. The extraction code reads the child’s medical record for the “disability ever diagnosed” code. If it is “Y” element #10 is set to “yes.” If it is an “N” the element is set to “no.” If it is “U,” the logic uses the creation date of the medical record to determine how many days have elapsed since it was written. If more than thirty days have passed the child’s diagnosed disability is set to blank. Otherwise it is set to “not yet determined.” If no data are found the element remains blank. Note though based on the frequencies, this does not appear to be the case. The program code identifies a “U” but the system does not have options other yes and no. The State team indicated the field “Has child been diagnosed with a disability” originally had a dropdown list with 3 options (Yes/No/Unable to Determine (instead of “not yet determined”). There was a system design change to radio buttons with Yes/No options.</p> <p>The program code needs to be modified to check for dates associated with a diagnosis compared to an exam date and based on the report period being extracted. If a diagnosis that is reportable to AFCARS is still active as of the end of the report period, then this element will be reported as “yes.” Also, the date is necessary to determine if in prior report period a diagnosis was active for that time period (submitting subsequent files).</p>	
11 - 15	<p><u>Screen: Demographics/Medical Conditions</u> It appears that the tab “Other Conditions” is what is used to collect and report elements 11 - 15. There are four sections on this screen: Mental Illness, Behavioral Disorder, Other Diagnosis, the fourth section is informational and provides a description of the item selected from the Other Diagnosis list.</p> <p>For elements 11 – 15, there are IEP codes that are not mapped to AFCARS but are relevant for these elements. Also, based on the case file review, there are diagnoses that children in care have that are not listed on the Demographics/Medical Conditions screen.</p> <p>There are no date fields for a diagnosis. The system must have a start and end date for each diagnosis.</p> <p><u>Program Code: MWFSTDZ</u> Elements 11 - 15 are initialized to “condition does not apply.”</p>	

AFCARS Assessment Review Findings: Foster Care Elements
State: Mississippi

Data Element	Findings/Notes	Rating Factor
<p>11. Mental Retardation 0 = Condition Does Not Apply 1 = Condition Applies</p>	<p>Mental Retardation is on the Other Diagnosis list. There are no options for cognitive developmental delays or other cognitive impairments.</p> <p><i>Case File Review Findings:</i> There were 5 (7%) records that did not match what was reported to AFCARS. The response should have been “condition applies” instead of “condition does not apply.”</p> <p><u>Program Code: MWFOSTDZ</u> The data are extracted from the “other conditions” section of the system and the “other diagnosis” screen. When a code of “MENRE” is found, element #11 is set to “condition applies.” After processing all elements this field will be set to “condition does not apply” if element #10 is anything other than a “1” and to blank if element #10 is blank.</p>	2
<p>12. Visually or Hearing Impaired 0 = Condition Does Not Apply 1 = Condition Applies</p>	<p>Hearing Impaired is on the Other Diagnosis list. There are no specific visual or hearing diagnoses listed. The IEP list includes blindness and deafness.</p> <p><u>Program Code: MWFOSTDZ</u> The data are extracted from the “other conditions” section of the system and the “other diagnosis” screen. When a code of “HEAR” or “VISON” is found, element #12 is set to “condition applies.” After processing all elements this field will be set to “condition does not apply” if element #10 is anything other than a “1” and to blank if element #10 is blank.</p>	2
<p>13. Physically Disabled (Child) 0 = Condition Does Not Apply 1 = Condition Applies</p>	<p>There are no options for developmental delays affecting motor skills.</p> <p><u>Program Code: MWFOSTDZ, LNs 4430 – 5125</u> The data are extracted from the “other conditions” section of the system and the “other diagnosis” screen. When a code of “PHYDS” is found, element #13 is set to “condition applies.” The program then checks the neuromuscular code on the medical record. If it is equal to “Arthritis,” “MD,” or “MS,” the element is set to “condition applies.” After processing all elements this field will be set to “condition does not apply” if element #10 is anything other than a “1” and to blank if element #10 is blank.</p>	2
<p>14. Emotionally Disturbed (DSM- IV)</p>	<p>Emotionally disturbed is on the Other Diagnosis list. On the Mental Illness list are bi-polar disorder and schizophrenia. The list also includes “other.”</p> <p>On the Behavioral Disorder list: Attention Deficit Hyperactivity Disorder, Attention Deficit Disorder, Conduct Disorder, Oppositional Defiant Disorder, and other.</p> <p>“Other” should be removed as it is not an actual diagnosis.</p> <p><i>Case File Review Findings:</i> There were 31 (46%) records that did not match what was reported to AFCARS. In 30 error cases, the response should have been “condition applies” instead of “condition does not apply.”</p> <p><u>Program Code: MWFOSTDZ</u></p>	2

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State: Mississippi

Data Element	Findings/Notes	Rating Factor
	<p>The data are extracted from the “other conditions” section of the system and the “other diagnosis” screen.</p> <p>When a code of “EMTND” is found element #14 is set to “condition applies.” The program then checks the medical record’s behavior disorder code and the mental code. If “att-deficit-hyper” or “oppositional-defiance” are found or if the mental code is greater than spaces this element is set to “condition applies.” After processing all elements this field will be set to “condition does not apply” if element #10 is anything other than a “1” and to blank if element #10 is blank.</p> <p>The program code is not mapping the following to this element: Conduct Disorder; Bi-polar; Clinical Depression; and, Schizophrenia.</p>	
<p>15. Other Medically Diagnosed Conditions Requiring Special Care</p> <p>0 = Condition Does Not Apply 1 = Condition Applies</p>	<p><i>Case File Review Findings:</i> There were 13 (19%) records that did not match what was reported to AFCARS. In seven error cases, the response should have been “condition applies” instead of “condition does not apply.” In six error cases the response should have been “condition does not apply” instead of “condition applies.”</p> <p><u>Program Code: MWFSTDZ</u></p> <p>The data are extracted from the “other conditions” section of the system and the “other diagnosis” screen.</p> <p>When a code of “OTHER” is found element #15 is set to “condition applies.” It is also set to “condition applies” if “asthma,” “bronchitis” or “sinusitis” is found in the medical record’s respiratory code. Asthma should only be included if it is severe enough to affect activities of daily living. If “attention-deficit” or “beh-difiance” is found in the behavior disorder code, they are mapped to this element; or, any of the following medical record codes is greater than spaces: “cancer,” “hepatitis,” “diabetes,” “chronic-diseases,” “allergy-drugs,” “allergy-nuts,” “allergy-general,” “allergy-meats,” “circulatory,” “hypertension,” “stroke,” “heart-attack,” “sickle-cell-anemia,” “hemophilia,” “arteriosclerosis” or “congenital-heart-defect.”</p> <p>Allergies should only be included if it is severe enough to affect activities of daily living.</p> <p>The program code is not mapping “seizure disorder,” “fetal alcohol,” and “fetal drug” to this element and they should be included.</p> <p>The conditions bronchitis, sinusitis, hepatitis should not be mapped to AFCARS.</p> <p>The conditions “attention-deficit” or “beh-difiance” were correctly mapped to element #14 and are not to be mapped to this element.</p> <p>If no other logic has set this field to “condition applies,” the child’s intake report is read and if the report date is prior to the end of the reporting period and the report indicates either fetal alcohol or fetal drug exposure “other medically diagnosed conditions” is set to “applies.” After processing all elements this field will be set to “condition does not apply” if element #10 is anything other than a “1” and to blank if element #10 is blank.</p>	2

AFCARS Assessment Review Findings: Foster Care Elements
State: Mississippi

Data Element	Findings/Notes	Rating Factor
	The program code needs to be modified to check the IEP codes for Autism and Asperger's, etc.	
<p>16. Has this Child Ever Been Adopted?</p> <p>1 = Yes 2 = No 3 = Unable to Determine</p>	<p><u>Screen:</u> Intake & Demographics This question is collected on the General Tab. Consider using terminology other than "unable to determine."</p> <p><u>Data Quality</u> <i>Frequency Report (n=4,807):</i> Yes = 104 (2%); No = 4,283 (89%); Unable to Determine = 412 (9%); Not reported = 8 (.17%)</p> <p><i>Case File Review Findings:</i> There were 5 (7%) records that did not match what was reported to AFCARS. In three of the cases, the response should have been "yes" instead of "no." In two error cases, the response should have been "no" instead of "unable to determine." There was no indication the child was a Safe Haven infant.</p> <p><u>Program Code:</u> MWFOSTDZ The extraction code checks the legally adopted code/field. A value of "100," is mapped to AFCARS "yes;" a value of "200," is mapped to AFCARS "no;" and a value "300," is mapped to "unable to determine." Any other value is set to blank.</p> <p>If after mapping elements #16 and 17 both elements are blank, the extraction code looks at their equivalent values on the AFCARS prior history table and if the ever adopted code is "1" through "3," maps it to element #16.</p>	3
<p>17. If Yes, How Old was the Child when Adoption was Legalized?</p> <p>0 = Not Applicable 1=less than 2 years old 2=2-5 years old 3=6 to 12 years old 4=13 years or older 5 = Unable to Determine</p>	<p><u>Screen:</u> Intake & Demographics This question is collected on the General Tab. If the response to question on the screen is "yes," then "unable to determine" should be disabled in the age drop-down list.</p> <p><u>Data Quality</u> <i>Frequency Report (n=4,807):</i> Not applicable = 4,283 (89%); Unable to determine = 10 (.21%); Age categories = 94; Not reported = 420</p> <p>There is an inconsistency in the numbers reported for this element and FC16. The number of records reported as "yes" in FC16 is 104 but only 94 records with an age category were reported. Also, there were 412 records reported as "unable to determine" (child entered foster care as a Safe Haven infant or is abandoned and no one is available to provide the information or, the parents are incapacitated) in FC 16. There are only 10 records with "unable to determine" as response in FC17.</p> <p><i>Case File Review Findings:</i> There were 8 (12%) records that did not match what was reported to AFCARS. In three error cases, the response should have been an age category instead of "not applicable." In one error case, the AFCARS file indicated "unable to determine" but the reviewer was able to determine the child's age at the time of the adoption. In two cases, the wrong age group was reported. In two error cases, the field was blank but "not applicable" should have been reported.</p>	2

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State: Mississippi

Data Element	Findings/Notes	Rating Factor
	<p><u>Program Code: MWFOSTDZ</u> If the code found is anything other than “1” through “5” element #17 is set to blank, otherwise the code found for the age categories is used. If, after mapping elements #16 and 17 both elements are blank the extraction code looks at their equivalent values on the AFCARS prior history table. If FC16 is “no” (2), then this element is set to “not applicable.”</p>	
Removal Episodes	<p><u>Screen: Court</u> There is a tab “Custody.” Information on the type of custody, start and end dates, and the caretaker structure is displayed in a list.</p> <p><u>Program Code: MWFOSTRZ</u> The extraction code retrieves the removal episode elements from the child’s AFCARS prior history table and/or from their custody records.</p> <p>The custody logic checks the table for all custody records for the child. It takes note of the first custody record to use in checking for “first and only” removals that should be excluded. For each record it finds it saves the current removal and discharge values to compare against the next record read. Date values are adjusted based on these comparisons as described in the individual element notes that follow.</p> <p>For children who were adopted from the State’s foster care and re-enter foster care, the State’s approach will correctly extract the removal episodes that began prior to previous adoptions.</p> <p>The program code is incorrectly linking removal episodes that occur on the same day or the next day after a discharge and considering these as one continuous episode. If there is an actual court order that dismissed the agency’s responsibility for placement and care, then the second episode is a new episode and must be treated as such. The program must be modified to treat these as separate episodes.</p> <p>There are other routines that may need further evaluation to determine if they explain errors found in the case file review and the test deck results. It may be that these routines need to be used to flag the record in error and for a caseworker to research the removal history of the child.</p> <p>The state team indicated that the section of code that addresses elements 18 – 21 will need to be rewritten. This rewrite will also affect the selection of the reporting population. Notes in individual elements identify further changes that are required.</p>	
18. Date of First Removal from Home	<p><u>Data Quality</u> <i>Frequency Report (n=4,807):</i> There is a date of first removal of 1988; making the individual 22/23 and not eligible to be in foster care. There are two records with a year of 1993.</p> <p><i>Case File Review Findings:</i> There were 6 (9%) records that did not match what was reported to AFCARS. There</p>	2

AFCARS Assessment Review Findings: Foster Care Elements
State: Mississippi

Data Element	Findings/Notes	Rating Factor
	<p>were errors relating to the actual date the child was removed from home. The AFCARS data indicated the next day. This may be a training issue. Two errors were due to the child's initial placement being a detention facility. The date the agency received responsibility for placement and care was incorrectly reported instead of the date the child entered the foster care setting. There was one error case in which the date of the prior discharge from foster care date was used for this element.</p> <p><u>Program Code MWFOSTRZ</u> This field is initialized to zero. The extraction code reads the child's AFCARS prior history table and sets the first removal date to the first removal date found. If that date is earlier than the latest removal date but the discharge date is zero, the date of first removal is reset to equal the date of latest removal. The extraction code then reads the child's custody record in MACWIS and (for the first custody record) if the date of first removal found in the prior history table is zero or more recent than the in-custody date, it is reset to equal the in-custody date. This section may need to be further evaluated.</p> <p>Otherwise, if the first removal date is equal to the current removal date but the in-custody date is more recent, the first removal date is reset to the first in-custody date. If the first removal date is still zeroes after the foregoing processing it is set to blanks.</p> <p>If the first removal from home is an episode that was 24-hours or less in duration, the program code incorrectly does include the date of that episode for this element. See GR5 regarding corrections for 24 hour removals.</p> <p>If the only placement during the first-ever removal episode was a hospital, the date of that episode is incorrectly selected as the first removal date. See GR1 findings.</p> <p>If the only placement during the first-ever removal episode was a locked facility, the date of that episode is incorrectly selected as the first removal date. See findings for GR1.</p> <p>If in the first removal the child's initial placement was a hospitalization and the child subsequently enters a foster care setting within the scope of title IV-E, the date of the first removal episode is incorrectly reporting the "custody" date instead of the foster care placement date for the first removal from home.</p> <p>If in the first removal the child's initial placement was a detention facility and the child subsequently enters a foster care setting within the scope of title IV-E, the date of the first removal episode is incorrectly reporting the "custody" date instead of the foster care placement date for the first removal from home.</p>	
<p>19. Total Number of Removals from Home To Date</p>	<p><u>Data Quality</u> <i>Frequency Report (n=4,807):</i> There are 4,090 (85%) records with one removal episode.</p> <p><i>Case File Review Findings:</i> There were 2 (3%) records that did not match what was reported to AFCARS. In one error case, the child had three removal episodes and not two as reported to AFCARS.</p>	<p>2</p>

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Data Element	Findings/Notes	Rating Factor
	<p><u>Program Code MWFOSTRZ</u> This element is initialized to zero. It is then set to the value found for total removals in the child's AFCARS prior history table unless the first removal date is equal to the last removal date, in which case total removals is set to "1."</p> <p>If the current removal date is the same as the discharge date, and the total number of removals is greater than one, the count is reset by subtracting one from the removal total. If the total is zero, then it is reset to one and then the program code checks the custody record.</p> <p>If the adjusted removal date (with the in-custody date) the current removal and the first removal dates are the same, but the number of removals is more than one, the program code subtracts 1 to adjust the number of removals. Then it reads the next custody record. When a custody record is found that indicates a new custody episode, the total number of removals is incremented by "1" and the record is not read again.</p> <p>In the final editing logic to format the field for output it is reset to "1" if it is still zero. It should be set to blank because there has to have been a custody/placement date in order for the record to be appearing in the AFCARS file. There may actually be other episodes.</p> <p>The program code is incorrectly linking removal episodes that occur on the same day or the day after a discharge and considering these as one continuous episode. The program must be modified to treat these as separate episodes. If there is an issue in how the caseworkers are entering this information due to system design, then that needs to be addressed as well.</p> <p>Removal episodes that are less than 24-hours are incorrectly included in the removal count. See the findings for GR5.</p> <p>In instances where the child's only living arrangement is a hospital or detention (locked facility) at the time the title IV-B/IV-E agency obtains responsibility for placement and care, the program code incorrectly includes these records in the number of removal episodes.</p>	
<p>20. Date Child was Discharged from Last Foster Care Episode</p>	<p><u>Data Quality</u> <i>Frequency Report (n=4,807):</i> There are 4,090 records reported as blank.</p> <p><i>Case File Review Findings:</i> There were 3 (5%) records that did not match what was reported to AFCARS.</p> <p><u>Program Code MWFOSTRZ</u> The extraction code first checks the AFCARS prior history data for a discharge date. If no discharge date is found, the child's custody records are read to see if a discharge is found there. The code checks for a discharge date that is prior to the current removal. If there is no previous discharge date, this element is set to blank. If a previous discharge date is found, and it is equal to the current removal date, the date is adjusted by subtracting one day so</p>	<p style="text-align: center;">2</p>

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Data Element	Findings/Notes	Rating Factor
	<p>that it is a day prior to the current removal. If the total number of removals is less than or equal to "1," the discharge from last episode is set to blanks.</p> <p>If there was a prior removal episode that was 24-hours or less, and the child later re-enters foster care, the end date of the previous 24-hour episode is incorrectly reported for this element.</p> <p>If the child's prior removal episode only contained a placement that was a hospital, the end date of this episode is incorrectly reported for this element. Based on test cases not certain. Can't tell from the code.</p> <p>If the child's prior removal episode only contained a placement that was a secure setting, the end date of this episode is incorrectly reported for this element. Based on test cases not certain. Can't tell from the code.</p>	
21. Date of Latest Removal from Home	<p><u>Data Quality</u> <i>Frequency Report (n=4,807):</i> There is a date of latest removal of 1988; making the individual 22/23 and not eligible to be in the AFCARS foster care.</p> <p><i>Case File Review Findings:</i> There were 5 (7%) records that did not match what was reported to AFCARS. In error cases in which the child only had one removal episode, there were the same errors noted for FC18 relating to the start of a removal episode when the initial placement is a detention facility and also a hospital. This was also found in the current removal episode for cases where the child had prior removals. In two cases in which the child only had one removal episode, the day reported to AFCARS was one day after the child was removed from his/her home.</p> <p><u>Program Code MWFOSTRZ</u> The date of latest removal logic is embedded in the logic for first removal and for discharge dates. The program code first checks for information on the child's AFCARS prior history table and, if found, uses the most recent removal date as a basis for comparison in looping through the custody table to find a more recent removal. The program selects the most recent removal found that is prior to the end of the report period. If no removal is found after the first removal the first removal is used for element #21.</p> <p>If no removal date is found the element is set to blanks. This should not occur because if the record was identified as part of the foster care reporting population, then there should be a date.</p> <p>If the current removal episode is 24-hours or less in duration, the program code incorrectly includes the date of that episode for this element. See findings for GR5. If the only placement in the current removal episode is a hospital, the date of that episode is incorrectly selected as the removal date. See findings for GR1.</p> <p>If the only placement during removal episode is a locked facility (detention), the date of that episode is incorrectly selected as the first removal date. See findings for GR1.</p>	2

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Data Element	Findings/Notes	Rating Factor
	<p>If in current removal episode the child is initially placed in a hospital then is placed in a foster care setting within the scope of title IV-E, the date of the foster care placement is not correctly reported as the date of the date of removal from home. See findings for GR1.</p> <p>If in the current removal episode the child is initially placed in a detention facility then is placed in a foster care setting within the scope of title IV-E, the date of the foster care placement is incorrectly reported as the date of the removal from home. See findings for GR1.</p>	
22. Removal Transaction Date	<p><u>Program Code MWFOSTRZ</u></p> <p>The extraction code uses the custody record selected for element #21 and sets the removal transaction date to the in-custody transaction date if it is greater than zero and prior to the end of the reporting period and to the in-custody date if no valid transaction date is found.</p> <p>It does not appear that a system generated date is used for this element. There should not be a need to check two dates.</p>	2
Placement Information FC 23, 24, & 41	<p><u>Screen:</u> Case/Placement</p> <p>There are several tabs on this screen: History; Search Result; Request; Rejection History; Adjustment; Approval; and, Shelter Extension.</p> <p>The History tab is where the child's complete placement history is displayed regardless of the type of setting. The State needs to ensure caseworkers enter all locations of a child (summer camps, respites, runaways, etc.) in the system.</p> <p>On the search tab there is a field for the type of setting. This is a long list of settings. Depending on what is selected from this list, the associated settings will appear in a list at the bottom of the screen. The search can be filtered also by county, region, state, out-of-state, as well as, special needs a child may have specific for a placement setting. From the list, the caseworker then highlights the setting they wish to use and the information is carried to the Request tab.</p> <p>The Request tab has fields for the actual start date of the placement, the date the placement ended, and the reason for the change in placement. There also is a field for the date the rate started. While the field headings indicate "facility" this also includes foster homes. When the placement ends and the child is moved to a new placement, the caseworker enters the date the placement ended and the reason for the placement change. There are reasons on this list that appear to equate to a discharge from placement and care responsibility (i.e., an outcome and the child is no longer in custody). It is important that an actual discharge reason be entered on the legal screen at the time the agency's custody is dismissed by the court. It is this date and reason that is to be used for FC56 and FC58.</p> <p><u>Program Code MWFOSTRZ</u></p>	

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Data Element	Findings/Notes	Rating Factor
	<p>The subroutine for placements determines if the status of the placement setting is active, completed, or approved, if the start date of the placement is equal to the current removal date and prior or equal to a discharge date (if present) or the end of the report period being submitted. It also determines if the facility is a hospital (9010) and the number of days for the hospitalization; the number of days in a detention center (9305) and whether the stay is for more than one day. If the placement found is the child's own home, detention for less than a day, a hospital for less than 30 days, runaway, or respite (subsequent to the first placement) it is bypassed. (Additional notes are found in the specific elements.) A placement record for the same placement resource is not considered a new placement when it is the same provider the child is returning to after a temporary absence from an ongoing placement.</p> <p>The State's Medicaid Plan indicates that inpatient hospitalizations with prior approval are authorized for 19 consecutive days. If a stay is beyond 19 days, a continued stay authorization is needed from the UM/QIO. The Federal and State team discussed and based on this section of the Medicaid plan, the program code will determine if a hospitalization is nineteen days or less in order to consider it a temporary absence from an ongoing placement.</p>	
<p>23. Date of Placement in Current Foster Care Setting</p>	<p><u>Screen:</u> Case/Placement</p> <p>For children placed in the home they were removed from and who are still under the agency's responsibility for placement and care, the State's policy is that the agency must review/make a decision within 90 days. At that time the agency will either continue care and placement or request the courts to discharge them from care and placement responsibility. The agency is to continue reporting the child in the AFCARS population as long as the agency has responsibility for placement and care. Caseworkers should be entering the placement at home as a placement.</p> <p><u>Data Quality</u> <i>Frequency Report (n=4,807):</i> There are 124 records missing a placement date.</p> <p><i>Case File Review Findings:</i> There were 8 (12%) records that did not match what was reported to AFCARS. There were records in which the youth was included in the AFCARS reporting population beyond the age of 18. Since it appears the youth were not receiving title IV-E, the date for this element should have been the setting the child was in as of their 18th birthday. Instead, dates after the 18th birthday were reported. In one error case, the date was incorrect because it reflected the date the child returned to the same foster care setting the child was in prior to a temporary absence in the hospital. In another error case, the date in AFCARS was the child's discharge date and not the begin date of the last placement.</p> <p><u>Program Code MWFOSTRZ</u> The program code is correctly reporting the date when a child's only "placement" in the removal episode is a "runaway" as the custody date.</p> <p>If the current placement is the child's own home, detention for less than a day, a hospital for less than 30 days,</p>	<p style="text-align: center;">2</p>

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Data Element	Findings/Notes	Rating Factor
	<p>runaway, or respite (subsequent to the first placement), it is bypassed. If any of these circumstances is the most recent placement found, the previous placement date will be used for element #23. This routine is not accurate; only the segment for respites is correct.</p> <p>If the child's placement as of the end of the report period is:</p> <ul style="list-style-type: none"> • Runaway - report the start date the child ran away from the setting. • "Trial home visit" - report the date the child was returned to his/her home. <ul style="list-style-type: none"> ○ If the child is placed back into the same foster care setting after either of these events, then the original start date of that setting is to be reported to element #23. • Detention (or other locked facility) - the date the child entered the setting, regardless of the length of stay, is to be used for element #23. • Hospitalizations for more than 19 days - the date the child entered the setting is to be used for element #23. <ul style="list-style-type: none"> ○ For both a hospitalization and detention if the child returns to the same provider setting, this is considered a new placement and the date the child entered the placement is reported. <p>The program code will need to be revised to ensure that if the child's initial placement is a hospital or a locked facility that date is not reported for this element. It is to reflect the date the child entered a foster care setting.</p> <p>In regard to institutions with several cottages on their campus, the agency is not to change the date when a child moves from one cottage to another. Only report a change in the date of placement if the site is at a different address.</p> <p>Lastly, the program code incorrectly reports a new date if the status of the foster care setting changes (e.g., a foster home that becomes a pre-adoptive home).</p>	
<p>24. Number of Previous Placement Settings During this Removal Episode</p>	<p><u>Data Quality</u> <i>Frequency Report (n=4,807):</i> There are 124 records reported as blank.</p> <p><i>Case File Review Findings:</i> There were 29 (43%) records that did not match what was reported to AFCARS. In five error cases, the number of placements should have been more than the number reported. In 24 error cases, the number of placements should have been less than what was reported. Some of these errors were due to incorrectly reporting removal episodes (including when a removal actual begins for AFCARS reporting). In several of the cases, the number of placements was incorrect because a change in the status of the home was reported. There were issues that appear to be the result of the caseworker selecting the wrong setting (relative foster home instead of trial home visit). There were two cases that the reviewer noted the child did move from one setting on a campus to another and these were counted as placement moves in the AFCARS reporting. Additionally, the records of the youth who were over 18 would have fewer placements.</p> <p><u>Program Code: MWFOSTRZ</u></p>	2

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Data Element	Findings/Notes	Rating Factor
	<p>The program code is initialized to zero. This element is to be initialized to blank. Every new placement record is counted unless the placement resource number is the same, the placement found is the child's own home ("trial home visit"), is a detention for less than a day, a hospital stay for less than 30 days, runaway, or respite (if the respite is subsequent to the first placement). If no placement information is found, this element is set to blank. If the only placement setting is "runaway," the program code sets this element to zero.</p> <p>The program code needs to be modified to count detention placements regardless of the length. Also, the program code needs to be corrected to check that the hospital stay is 19 days or less. If it is, then the placement is not included/counted. If it is more than 19 days, it is to be included in the placement count.</p> <p>Respite are incorrectly included in the placement count if it is the first placement. See notes in element 41.</p> <p>The program code is incorrectly reporting an increase in placements when there was a change in the status of the placement.</p> <p>The program code is incorrectly counting moves from one cottage to another. However, if there is a move between two different facility types (i.e., a group home to an institution) then this would be a placement change and is to be counted.</p>	
<p>25. Manner of Removal from Home for Current Removal Episode</p> <p>1 = Voluntary 2 = Court Ordered 3 = Not Yet Determined</p>	<p><u>Screen:</u> Court/Custody There is a field "custody type." The options are "court ordered" and "voluntary."</p> <p>The State team indicated they do enter into voluntary placement agreements with a family for the purpose of placing a child in foster care. However, it does not happen that often. The team indicated that even with a VPA they will go to court for a dispositional or adjudicatory hearing.</p> <p><u>Data Quality</u> <i>Frequency Report (n=4,807):</i> Voluntary = 16 (.33%); Court Ordered = 4,791 (99.67%); Not Yet Determined = 0; Not reported = 0</p> <p><u>Program Code:</u> MWFOSTRZ, LNs 1338 – 1992 This element is initialized to blank. The program code extracts the most recent removal type code from the child's custody table and reads the custody type table to decode the values. There are only two values on this table, "1" (voluntary) and "2" (court ordered). If no value is found that matches the custody type the field is set to blank. The program code extracts the latest of voluntary or court order. However, if a child began the removal episode under a VPA and the agency determines they need to obtain care and placement to continue the child's episode and obtain a custody order, the program code will set this element to court order. This is incorrect. The program code is to only check for the initial manner of removal. So, in this case the element should continue to reflect VPA.</p>	2
Actions or Conditions Associated With	<u>Screen:</u> Case/Reasons for Services	

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Data Element	Findings/Notes	Rating Factor
<p>Child's Removal</p> <p>0=Does not Apply 1=Applies</p>	<p>On this tab there is a field "AFCARS Removal Reasons." The options are the same as those included in the AFCARS regulation.</p> <p>There are other sections on this tab. They are: Child Specific; Parent/Caretaker Specific; Family Specific; Maltreatment; and, a section for discussion.</p> <p>There are items listed in the other sections of this screen that could have been present at the time the child was removed from home and been a contributing factor (e.g., exploitation, emotional abuse, and domestic violence).</p> <p><u>Data Quality</u> <i>Frequency Report (n=4,807):</i> There are 195 records reported as blank in each element.</p> <p><i>Case File Review Findings:</i> Nearly every element had errors identified. These were items identified as contributing factors to the child's removal and placement in foster care.</p> <p><u>Program Code: 5140 – 5960</u> All conditions associated with the child's removal are retrieved from the mw-fsp-member table (fsp = family service plan and/or the mw-isp (individual service plan) table.</p> <p>The elements are initialized to "does not apply." If values are found on the family service plan member record for the child the "isp" table is not read. If no "fsp" values are found the "isp" table is searched. The code values for the removal conditions are related to a descriptive name in the program's "Constants" section in table "macwis-code-table-reaserv." It is the descriptive name that is referenced in the extraction logic for each element. It is compared to the code in the "fsp" and "isp" tables and when matched the related element value is set to "applies." If after processing the table none of the removal conditions are "applies," all of the elements are set to blank.</p>	
<p>26. Physical Abuse (alleged/reported)</p>	<p><u>Data Quality</u> <i>Case File Review Findings:</i> There were 5 records that did not match what was reported to AFCARS.</p> <p><u>Program Code: MWFOSTDZ, LNs 5140 – 5960</u> If the physical-abuse value of "1010" is found on the fsp or isp table, element #26 is set to "applies."</p>	3
<p>27. Sexual Abuse (alleged/reported)</p>	<p><u>Data Quality</u> <i>Case File Review Findings:</i> There were 2 records that did not match what was reported to AFCARS.</p> <p><u>Program Code: MWFOSTDZ, LNs 5140 – 5960</u> If the sexual-abuse value of "1020" is found on the fsp or isp table element #27 is set to "applies."</p>	3
<p>28. Neglect (alleged/reported)</p>	<p><u>Data Quality</u> <i>Case File Review Findings:</i> There were 10 records that did not match what was reported to AFCARS.</p>	3

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Data Element	Findings/Notes	Rating Factor
	<p>Emotional abuse and domestic violence could be mapped to this element. There are other family specific items that should be mapped to neglect in the event these do not automatically set neglect in the AFCARS list.</p> <p><u>Program Code: MWFOSTDZ, LNs 5140 – 5960</u> If the neglect value of “1030” is found on the fsp or isp table element #28 is set to “applies.”</p>	
29. Alcohol Abuse (parent)	<p><u>Data Quality</u> <i>Case File Review Findings:</i> There was 2 records that did not match what was reported to AFCARS.</p> <p><u>Program Code: MWFOSTDZ, LNs 5140 – 5960</u> If the alcohol-abuse-parent value of “1040” is found on the fsp or isp table element #29 is set to “applies.”</p>	3
30. Drug Abuse (parent)	<p><u>Data Quality</u> <i>Case File Review Findings:</i> There were 3 records that did not match what was reported to AFCARS.</p> <p><u>Program Code: MWFOSTDZ, LNs 5140 – 5960</u> If the drug-abuse-parent value of “1060” is found on the fsp or isp table element #30 is set to “applies.”</p>	3
31. Alcohol Abuse (child)	<p><u>Data Quality</u> <i>Case File Review Findings:</i> There were 2 records that did not match what was reported to AFCARS.</p> <p><u>Program Code: MWFOSTDZ, LNs 5140 – 5960</u> If the alcohol-abuse-child value of “1050” is found on the fsp or isp table element #31 is set to “applies.”</p>	3
32. Drug Abuse (child)	<p><u>Data Quality</u> <i>Case File Review Findings:</i> There was 1 record that did not match what was reported to AFCARS.</p> <p><u>Program Code: MWFOSTDZ, LNs 5140 – 5960</u> If the drug-abuse-child value of “1070” is found on the fsp or isp table element #32 is set to “applies.”</p>	3
33. Child's Disability	<p><u>Data Quality</u> <i>Case File Review Findings:</i> There was 2 record that did not match what was reported to AFCARS.</p> <p><u>Program Code: MWFOSTDZ, LNs 5140 – 5960</u> If the child-disability value of “1080” is found on the fsp or isp table element #33 is set to “applies.”</p>	3
34. Child's Behavior Problem	<p><u>Data Quality</u> <i>Case File Review Findings:</i> There were 4 records that did not match what was reported to AFCARS.</p> <p><u>Program Code: MWFOSTDZ, LNs 5140 – 5960</u> If the child-behavior-problem value of “1090” is found on the fsp or isp table element #34 is set to “applies.”</p>	3
35. Death of Parent(s)	<p><u>Program Code: MWFOSTDZ, LNs 5140 – 5960</u> If the death-of-parent value of “1100” is found on the fsp or isp table element #35 is set to “applies.”</p>	3

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Data Element	Findings/Notes	Rating Factor
36. Incarceration of Parent(s)	<p><u>Data Quality</u> <i>Case File Review Findings:</i> There were 3 records that did not match what was reported to AFCARS.</p> <p><u>Program Code:</u> MWFOSTDZ, LNs 5140 – 5960 If the incarceration-of-parent value of “1110” is found on the fsp or isp table element #36 is set to “applies.”</p>	3
37. Caretaker’s Inability to Cope Due to Illness or Other Reason	<p><u>Data Quality</u> <i>Case File Review Findings:</i> There were 6 records that did not match what was reported to AFCARS.</p> <p><u>Program Code:</u> MWFOSTDZ, LNs 5140 – 5960 If the ct-inability-to-cope value of “1120” is found on the fsp or isp table element #37 is set to “applies.”</p>	3
38. Abandonment	<p><u>Data Quality</u> <i>Case File Review Findings:</i> There were 4 records that did not match what was reported to AFCARS.</p> <p><u>Program Code:</u> MWFOSTDZ, LNs 5140 – 5960 If the abandonment value of “1130” is found on the fsp or isp table element #38 is set to “applies.”</p>	3
39. Relinquishment	<p><u>Data Quality</u> <i>Case File Review Findings:</i> There were 3 records that did not match what was reported to AFCARS.</p> <p>If an infant enters foster care under the Safe Haven program, indicate “applies” for this element.</p> <p><u>Program Code:</u> MWFOSTDZ, LNs 5140 – 5960 If the relinquishment value of “1140” is found on the fsp or isp table element #39 is set to “applies.”</p>	3
40. Inadequate Housing	<p><u>Data Quality</u> <i>Case File Review Findings:</i> There were 5 records that did not match what was reported to AFCARS.</p> <p><u>Program Code:</u> MWFOSTDZ, LNs 5140 – 5960 If the inadequate-housing value of “1150” is found on the fsp or isp table element #40 is set to “applies.”</p>	3
41. Current Placement Setting	<p><u>Screen:</u> Case/Placement See FC23 and 24 for additional notes. On the tab “Request” is a section for identifying characteristics of the child for the purpose of identifying an appropriate placement for the child. This field is not pre-populated from information entered on the Medical Conditions screen. The caseworker has to re-enter the information. As noted in the case file review findings, there were records of children who were placed in a therapeutic foster care setting but the AFCARS information for elements 10 - 15 reflected there was no diagnosed condition. The agency may want to consider linking these two sections of the system in order to reduce duplicate data entry by caseworkers and as a means to increase the accuracy of the data reported in elements 10 - 15.</p> <p><u>Data Quality</u></p>	2

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Data Element	Findings/Notes	Rating Factor
	<p><i>Frequency Report (n=4,807):</i> Pre-Adoptive Home = 27 (.56%); Foster Family Home (Relative) = 1,185 (25%); Foster Family Home (Non-Relative) = 1,578 (33%); Group Home = 358 (8%); Institution = 236 (5%); Supervised Independent Living = 24 (.50%); Runaway = 66 (1%); Trial Home Visit = 1,209 (25%); Not reported = 124 (3%)</p> <p>The State team indicated the number reported for “pre-adoptive home” is underreported. Also note that there should be no records with information regarding a placement location missing. Also, based on the case file review, there may issues related to the entering or extraction of the information for “trial home visit.” This option should only reflect records of children who are in the agency’s responsibility for placement and care and returned to the home from which they were removed.</p> <p><i>Case File Review Findings:</i> There were 6 (9%) records that did not match what was reported to AFCARS. In analyzing the review findings it was not always clear whether the setting noted by the reviewer should have been reported as a group home or an institution as the reviewers did not provide details on the size of the location.</p> <p>For children placed in the home they were removed from and who are still under the agency’s responsibility for placement and care, the State’s policy is that the agency must review/make a decision within 90 days. At that time the agency will either continue care and placement or request the courts to discharge them from care and placement responsibility.</p> <p><u>Program Code MWFOSTRZ</u> The program code maps the State’s placement resource-id values. The resource code is a four digit code found on the expense code (expcode) table. If the decode routine returns any value other than “1 through “8” (AFCARS values), element #41 is set to blank.</p> <p>The program code is incorrectly excluding locked placements that are for less than one day. Locked facilities (detention) are to be included regardless of the length of stay.</p> <p>The program code is excluding hospital placements that are 30 days or less. This needs to be changed to 19 days.</p> <p>If a child is placed in a setting that is on a campus, then the actual type of setting is to be reported (i.e., if it is a group home or a foster home or an institution).</p> <p>Since the list for placement type is categorical, some of them are vague. The following list is the State’s mapping of their expense codes for placements. The underlined heading is the AFCARS value the State is mapping its values to.</p> <p><u>Pre-Adoptive Home:</u> Adoptive Home (Domestic)</p>	

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Data Element	Findings/Notes	Rating Factor
	<p>Child Placing Agency – These are private agencies.</p> <p>The state team indicated they would consider a child’s placement a “pre-adoptive home” if the child had a goal of adoption, was freed for adoption, and there was an application from the individuals to adopt the child (there is a Legal Risk adoptive agreement in the file). The option “child placing agency” appears to be private agencies who are used by the State to identify a matching family for the child. If the child is in DHS’ placement and care and is placed with a family identified by the Child Placing Agency and who intends to adopt the child, then information on the family is to be entered in the system and a means needs to be implemented that will identify the family as a “pre-adoptive” family. If the agency does not have placement and care of the child, then there should not be a foster care record for the child. If the agency becomes involved in the adoption due to an adoption agreement for a special needs child, then the child is reported in the adoption file only.</p> <p><u>Foster Family Home (Relative)</u> Relative Foster Home ICPC – Incoming – These are not to be mapped to AFCARS. If the worker incorrectly selects it for a child in MS’ responsibility, then this should be mapped to blank. The program code is excluding those records that the agency is only providing courtesy supervision on behalf of another State. ICPC - Outgoing Child-specific – as a placement type category this is vague. CO Non Licensed Relative CO Non Licensed Non-Relative – This is to be mapped to “foster home (non-relative). Interim Placement – The program code needs to check if the person selected is actually a relative to the child. <i>Expedited Pending Relative Res</i> – This is used when the relative is not yet licensed but is in the process of being licensed.</p> <p><u>Foster Family Home (Non-Relative)</u> Foster home Emergency foster home Therapeutic Foster Home Foster/Adopt Foster Home Respite Foster Home Medical/Treatment Foster Home Teenage Parent Foster Home The program code needs to be modified to check the relationship of the foster parent to the child. It is possible that a relative could be the foster parent in one of the above items.</p> <p>The program code is including respite if it is the first placement but not after other placements. If the program code finds that the only setting in a removal episode is respite, it should ignore it and map this element to blank. If it is a respite setting, then this is not to be reported to AFCARS as it is a temporary absence from an ongoing placement.</p>	

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Data Element	Findings/Notes	Rating Factor
	<p><u>Group Home</u> Maternity Home Chemically Dependent Group Medical Treatment Group Home Contract Facility - Non MDHS -- This is vague as to what type of setting it actually is. Group Home Therapeutic Group Home Licensed Facility CO Non-Licensed Shelter Emergency Shelter Residential Child Caring Facility</p> <p>There are several of these settings that may actually meet the size requirement for "institution" in AFCARS. The agency needs to determine a method to map these types of settings based on size.</p> <p><u>Institution</u> Acute Care Residential treatment ICFMR Nursing Home Specialized Residential School CO Non-Licensed Detention/Training School Institution</p> <p>Residential care needs to be checked to see if all settings have more than 12 beds. If not, then those would have to be mapped to "group home" in AFCARS.</p> <p><u>Supervised Independent Living</u> Supervised Indep. Living</p> <p><u>Runaway</u> Runaway</p> <p><u>Trial Home Visit</u> Own Home Own Home - Mother Own Home- Father Own Home- Parents Own Home- Other Caretaker</p>	

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Data Element	Findings/Notes	Rating Factor
<p>42. Is Current Placement Setting Outside of the State or Tribal Service Area?</p> <p>1 = yes 2 = no</p>	<p><u>Data Quality</u> <i>Frequency Report (n=4,807):</i> Yes = 297 (6%); No = 4,386 (91%); Not reported = 124 (3%)</p> <p><i>Case File Review Findings:</i> There was 1 record that did not match what was reported to AFCARS.</p> <p><u>Program Code: MWFOSTRZ</u> The field is initialized to blank prior to processing. The program code reads the resource directory record for the current placement setting. The resource State location field is checked and if it is "E" (Mississippi), then this element is set to "no" and to "yes" if not.</p> <p>If the current setting is runaway or trial home visit, then the person address record is read. If the address State code is checked and if it is "MS," this element is set to "no" and to "yes" otherwise. This logic should be modified. If the child is on runaway then the program code should report the location of the setting the child ran away from.</p> <p>If neither of these conditions exits the field is set to "no." This is incorrect and if no information is found for an address, the element is to be set to blank.</p>	<p style="text-align: center;">2</p>
<p>43. Most Recent Case Plan Goal</p> <p>1 = Reunify with Parent(s) or Principal caretaker(s) 2 = Live with Other Relative(s) 3 = Adoption 4 = Long-term Foster Care 5 = Emancipation 6 = Guardianship 7 = Case Plan Goal Not Yet Established</p>	<p><u>Screen: Case</u> From the menu option "Case" there are additional icons: Case Planning; FSP; Services; Tasks/Goal. On the Family Service Plan ICWA/Plan tab there is a field Permanent/Concurrent Planning. From the Add tab the worker selects if it is the Concurrent or Permanency Plan; Plan Name; and the Expected Date of Achievement.</p> <p>In the field Plan Name, the options on the drop-down list are: Adoption, APPLA, Custody w/Relative; <i>Durable</i> Legal Cus/Guardianship; and, Reunification. The agency may want to consider modifying the options for concurrent plan goal to only those that were not selected as the permanency goal.</p> <p><u>Data Quality</u> <i>Frequency Report (n=4,807):</i> Reunify = 2,995 (62%); Live With Other Relative(s) = 234 (5%); Adoption = 1,001 (21%); Long-Term Foster Care 17 (.35%); Emancipation = 290 (6%); Guardianship = 88 (2%); Case Plan Goal Not Yet Established = 26 (.54%); Not reported = 156 (3%)</p> <p><i>Case File Review Findings:</i> There were 5 (7%) records that did not match what was reported to AFCARS. There were errors with the goal for youth for whom adoption, reunification, etc. is not an appropriate goal and the youth either did or did not have a permanent connection to an adult. In the majority of the error cases the goal should have been reported as "long-term foster care" instead of "emancipation" because the reviewer found no indication the youth had a permanent connection to an adult. In another error case, the AFCARS information indicated "adoption" but the reviewer did not find indications this was the youth's goal. Instead the reviewer noted "living independent" and that the youth had a permanent connection to an adult (emancipation).</p> <p><u>Program Code MWFOSTRZ</u></p>	<p style="text-align: center;">2</p>

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Data Element	Findings/Notes	Rating Factor
	<p>The field is initialized to blank prior to processing. The program code uses the most recent permanency plan record for the child with a plan type “permanent” (100), the status is not “frozen” (F), the date of the plan is prior [or equal] to the end of the report period, and the permanency end date is not within the reporting period.</p> <p>The state maps their goals as follows: > Reunify with a primary caretaker/Parents to reunification. > Custody with a relative to live with relative. >Adoption to adoption. >Long-term foster care to long-term foster care. > Living independently to emancipation. >APPLA to emancipation. > Durable Legal Custody/Guardianship to guardianship.</p> <p>The program code and system need to be modified so that the goals for living independently and APPLA are only mapped to emancipation if the child has a permanent connection to an adult.</p> <p>If a plan is not found, this element is set to blank. If the number of days since the child was removed from home is less than 30 days, this element is set to “case plan goal not yet established.” There may be problems with this routine based on the case file and test deck findings.</p>	
<p>Principal Caretaker(s) Information 44. Caretaker Family Structure</p> <p>1 = Married Couple 2 = Unmarried Couple 3 = Single Female 4 = Single Male 5 = Unable to Determine</p>	<p><u>Screen:</u> Court/Custody Tab There is a field “caretaker structure at time of removal.” The options are Married, Single Female, Single Male, and Unmarried Couple. There is not an option to identify a child as a Safe Haven Infant.</p> <p>The screen “Relationship” (see FC45) has a tab “People” and it lists members in the case and household and their relationship to one another. It does not include a marital status. What is not clear is who are the individuals whose marital status is entered on the court screen. Also, it is not clear how these screens and the individuals are linked. The State needs to clarify the purpose of these screens and whose information is being entered. This element is rated a “2” pending further discussion with the State. See errors in FC45 regarding birth years.</p> <p><u>Data Quality</u> <i>Frequency Report (n=4,807):</i> Married Couple = 1,097 (23%); Unmarried Couple = 645 (13%); Single Female = 2,747 (57%); Single Male = 316 (7%); Unable to Determine = 2 (.04%); Not reported = 0 <i>Case File Review Findings:</i> There was 1 record that did not match what was reported to AFCARS.</p> <p><u>Program Code MWFOSTDZ</u> The program code maps the State’s marital status values to the AFCARS values.</p>	<p style="text-align: center;">4 2</p>
<p>45. Year of Birth (1st Principal Caretaker)</p>	<p><u>Screen:</u> Case/Relationship/People This screen lists members in the case and household and their relationship to one another. It does not appear to</p>	<p style="text-align: center;">2</p>

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State: Mississippi

Data Element	Findings/Notes	Rating Factor
	<p>be linked to the screen used to enter the caretaker's marital status. That screen appears to be related to the child's parents.</p> <p><u>Data Quality</u> <i>Frequency Report (n=4,807):</i> There are 34 records with no year of birth. There should only be 2 based on the frequencies in FC44.</p> <p><i>Case File Review Findings:</i> There were 5 (7%) records that did not match what was reported to AFCARS. In four error cases either a wrong person's year was reported or the wrong year was entered.</p> <p><u>Program Code: MWFOSTRZ</u> The field is initialized to blank. If element #44 is "1" through "4," the child's case person table is read to find the person with type of "HH" (head of household) or "HA" (household adult). This person number is used to read the related person table to obtain the principal caretaker's year of birth. As noted for the screen findings in both FC44 and 45, it is possible that the person entered as "head of household" is not the same individual whose marital status is entered for the caretaker at the time of the removal. The code includes a check for the mother but the child may have been removed from relatives and so this part of the code would report the wrong person's date of birth.</p> <p>If nothing is found, or the value of element #44, is single male the field is set to blank. If the marital status in FC44 is a single individual, whether male or female, the person's year of birth is to be reported for FC45.</p>	
46. Year of Birth (2 nd Principal Caretaker - if applicable)	<p><u>Data Quality</u> <i>Frequency Report (n=4,807):</i> There are 1,667 records reported with a year of birth. There should be 1,742 based on the frequencies in FC44 for married and unmarried couples. There are 3,140 records with no year of birth.</p> <p><i>Case File Review Findings:</i> There were 4 (6%) records that did not match what was reported to AFCARS. As in FC45, the wrong person's year of birth was reported to AFCARS.</p> <p><u>Program Code: MWFOSTRZ</u> The element is initialized to spaces. If element #44 is "1" through "4" the head of household's person relation record is read for a relationship of "330" (legal spouse), "340" (divorced spouse), "350" (significant other) or "390" (other relation) and this person's person table is read to find the secondary caretaker's year of birth. If the date is blank at this point the child's child evaluation record is read and the father's year of birth is used for element #46. The code includes a check for the father but the child may have been removed from relatives and so this part of the code would report the wrong person's date of birth. If no information is found, the field is left blank. Or, if the value of element #44 is single female, the field is set to blank. If the marital status in FC44 is either single male or female, FC46 is to be left blank.</p> <p>See additional findings in FC45.</p>	2

AFCARS Assessment Review Findings: Foster Care Elements
State: Mississippi

Data Element	Findings/Notes	Rating Factor
<p>47. Date of Mother's Parental Rights Termination (if applicable)</p>	<p><u>Screen:</u> Court</p> <p><i>Case File Review Findings:</i> There were 7 (10%) records that did not match what was reported to AFCARS. In one, a deceased date was not reported. In five cases, the child had previously been in foster care and was adopted. The date of TPR reported to AFCARS appears to reflect the termination of parental rights that occurred for this first adoption and not a TPR for the current legal parent.</p> <p><u>Program Code:</u> MWFOSTRZ The mother's TPR date is initialized to zeroes. The extraction code reads the TPR history file for the most recent record found where the termination date is not greater than the reporting period and the parent type code is "adoptive-mother," " legal-mother," " biological-mother" or "putative-mother." If no value is found the field is left blank.</p> <p>The program code does not check for a deceased date. If there is a deceased date, use it for the TPR date.</p> <p>Also, note the case file review findings. The program code is incorrectly extracting the individual whose parental rights were terminated prior to a child's adoption. If a child re-enters foster care, and the legal parent's rights are intact, then this element is to be reported as blank. A parameter to check for dates within the current removal episode needs to be added.</p>	<p style="text-align: center;">2</p>
<p>48. Date of Legal or Putative Father's Parental Rights Termination (if applicable)</p>	<p><i>Case File Review Findings:</i> There were 7 (10%) records that did not match what was reported to AFCARS. In one, a deceased date was not reported. In five cases, the child had previously been in foster care and was adopted. The date of TPR reported to AFCARS appears to reflect the termination of parental rights that occurred for this first adoption and not a TPR for the current legal parent.</p> <p><u>Program Code:</u> MWFOSTRZ The father's TPR date is initialized to zeroes. The extraction code reads the TPR history file for the most recent record where the termination date is not after the end of the report period and the parent type code is "adoptive-father," " legal-father," " biological-father" or "putative-father." If no value is found the field is left blank. There could be an issue with this approach if the field on the system is gender specific, or if the program code treats it as being gender specific.</p> <p>Also, it could be possible that the approach is incorrectly going to report a biological parent's TPR date if the child re-enters foster care after having been adopted. The State needs to make sure that this code is only reporting the appropriate legal father based on the situation.</p> <p>The program code does not check for a deceased date. If there is a deceased date, use it for the TPR date.</p> <p>See notes for FC47.</p>	<p style="text-align: center;">2</p>

AFCARS Assessment Review Findings: Foster Care Elements
State: Mississippi

Data Element	Findings/Notes	Rating Factor
Foster Family Home - Parent(s) Data	<u>Program Code: MWFOSTRZ</u> Elements #49 through 55 are dependent on the placement resource associated with the current placement setting and are only mapped when element #41 is "1" through "3."	
49. Foster Family Structure 0=Not Applicable 1 = Married Couple 2 = Unmarried Couple 3 = Single Female 4 = Single Male	<p><u>Screen:</u> Resource/Foster Home Study/HH Members There is field for the marital status (Resource Family Structure). The options are: Married, Single Female, Single Male, and Unmarried Couple.</p> <p><u>Data Quality</u> <i>Frequency Report (n=4,807):</i> Not applicable = 1,893 (39%); Married Couple = 1,415 (29%); Unmarried Couple = 9 (.19%); Single Female = 822 (17%); Single Male = 59 (1%); Not reported = 609 (13%) There are 1,893 records reported in FC41 that reflect a non-foster home setting. The amount reported for "not applicable" matches that number. However, there should not be 609 records missing a marital status. It seems that the missing information is on relatives that are not licensed as providers.</p> <p><i>Case File Review Findings:</i> There were 5 (7%) records that did not match what was reported to AFCARS. In three error cases, no information was reported to AFCARS. In each case, the child was placed with a relative. In one instance, the reviewer noted the home was an "unlicensed relative."</p> <p><u>Program Code: MWFOSTRZ</u> If element #41 is greater than "3," this element is set to "not applicable." Otherwise, if element #41 is "1" through "3" the extraction code reads the resource table for the resource number associated with the placement and looks for a member with a role of "primary" or "secondary." The values are mapped to the related AFCARS values.</p> <p>If no information was found, the program checks the specific expense code associated with the placement. If it is "9290" (child specific) or "9385" (interim placement) the assessment home member record is read for a role of "primary" or "secondary." The foster family structure is mapped based on: > If element #50 is greater than spaces, #49 is mapped to "1." > Otherwise, if the gender code is "1" (male) FC49 is mapped to "single male," and if "2" (female) it is mapped to "single female." > There is no logic to set to "unmarried couple" in this particular routine.</p> <p>If the placement expense code is "9280" (ICPC outgoing) the child's ICPC outgoing record is read and if found with a valid person number and the ICPC start date is not greater than the report period end date, the ICPC person id is used to read their person table for elements #50, 52 and 53 only. The foster family structure is mapped "married couple" if data is found. If the foster family structure code is still blank at this point exception processing is done to generate error messages and the field is left blank.</p>	3
50. Year of Birth (1 st Foster Caretaker)	<u>Screen:</u> Resource/Foster Home Study/HH Members There is a field for the date of birth.	3

AFCARS Assessment Review Findings: Foster Care Elements
State: Mississippi

Data Element	Findings/Notes	Rating Factor
	<p><u>Data Quality</u> <i>Frequency Report (n=4,807):</i> There are 2,304 (47%) records with a year of birth. There are 1,893 records reported in FC41 that reflect a non-foster home setting but there are 2, 503 records reported as blank for FC50. As noted above in FC49, these may be the records of unlicensed relative foster homes.</p> <p><i>Case File Review Findings:</i> There were 3 (4%) records that did not match what was reported to AFCARS. In the error cases, no information was reported to AFCARS. In each case, the child was placed with a relative. In one instance, the reviewer noted the home was an “unlicensed relative.” Also, several records could not be verified due to incomplete files provided to the review team.</p> <p><u>Program Code: MWFOSTRZ</u> The first foster caretaker’s year of birth is obtained from their person record.</p>	
51. Year of Birth (2 nd Foster Caretaker)	<p><u>Screen:</u> Resource/Foster Home Study/HH Members There is a field for the date of birth.</p> <p><u>Data Quality</u> <i>Frequency Report (n=4,807):</i> There are 1,406 (29%) records with a year of birth. There are 3,401 records reported as blank. In FC49 there were 1,424 records reported as a married or unmarried couple. As noted above in FC49, these may be the records of unlicensed relative foster homes.</p> <p><i>Case File Review Findings:</i> There were 3 (4%) records that did not match what was reported to AFCARS. In the error cases, no information was reported to AFCARS. In each case, the child was placed with a relative. In one instance, the reviewer noted the home was an “unlicensed relative.” Also, several records could not be verified due to incomplete files provided to the review team.</p> <p><u>Program Code: MWFOSTRZ</u> The second foster caretaker’s year of birth is obtained from their person record.</p>	3
52. Race of 1 st Foster Caretaker a. American Indian or Alaska Native b. Asian c. Black or African American d. Native Hawaiian or Other Pacific Islander e. White f. Unable to Determine	<p><u>Screen:</u> Resource/Foster Home Study/HH Members There is a field for race but it appears to be a single field. It is not clear if the data are entered here or populated from the person screen (see program code notes). If the person screen is used for demographic information, explain the purpose of the race field on the Resource screen.</p> <p><u>Data Quality</u> <i>Frequency Report (n=4,807):</i> There are six records reported as having two or more races selected. There are 2,505 (52%) records with no race information. There are only 1,893 records reported in FC41 that reflect a non-foster home setting. As previously noted, it is likely that information on unlicensed relative placements is not being entered into the system.</p>	3 4

AFCARS Assessment Review Findings: Foster Care Elements
State: Mississippi

Data Element	Findings/Notes	Rating Factor
	<p><i>Case File Review Findings:</i> There were 3 (4%) records that did not match what was reported to AFCARS. In the error cases, no information was reported to AFCARS. In each case, the child was placed with a relative. Also, several records could not be verified due to incomplete files provided to the review team.</p> <p><u>Program Code: MWFOSTRZ</u> The first foster caretaker's race is obtained from their person record and mapped the same as foster care element #8. If the child was placed in a non-foster home setting, this element is correctly set to blank.</p>	
<p>53. Hispanic or Latino Ethnicity of 1st Foster Caretaker</p> <p>0 = Not Applicable 1 = Yes 2 = No 3 = Unable to Determine</p>	<p><u>Screen:</u> Resource/Foster Home Study/HH Members There is not a field for the Hispanic ethnicity on this screen. It is not clear if the data are entered here or populated from the person screen. Based on the program code, it appears the data are entered on the person screen and extracted from there.</p> <p><u>Data Quality</u> <i>Frequency Report (n=4,807):</i> Not Applicable = 1,893 (39%); Yes = 36 (.75%); No = 2,039 (42%); Unable to determine = 222 (5%); Not reported = 617 (13%) There are 1,893 records reported in FC41 that reflect a non-foster home setting. The amount reported for "not applicable" matches that number. The missing information most likely is for unlicensed relative placements.</p> <p><i>Case File Review Findings:</i> There were 3 (4%) records that did not match what was reported to AFCARS. In the error cases, no information was reported to AFCARS. In each case, the child was placed with a relative. Also, several records could not be verified due to incomplete files provided to the review team.</p> <p><u>Program Code: MWFOSTRZ</u> The first foster caretaker's Hispanic or Latino ethnicity code is obtained from their person record and mapped the same as foster care element #9. This element is set to blank if the information is missing. If the living arrangement in FC41 is other than a foster home, then this element is set to "not applicable."</p>	3
<p>54. Race of 2nd Foster Caretaker (if applicable)</p> <p>a. American Indian or Alaska Native b. Asian c. Black or African American d. Native Hawaiian or Other Pacific Islander e. White f. Unable to Determine</p>	<p><u>Screen:</u> Resource/Foster Home Study/HH Members There is a field for race but it appears to be a single field. It is not clear if the data are entered here or populated from the person screen.</p> <p><u>Data Quality</u> <i>Frequency Report (n=4,807):</i> There are no records reported as having two or more races selected. There are 3,401 (52%) records with no race information. There are 1,893 records reported in FC41 that reflect a non-foster home setting and 881 records reported as a single female or male in FC49 (2,774 records that should be blank). As in the prior elements, there are approximately 627 records that are blank that should not be. As previously noted, it is likely that information on unlicensed relative placements is not being entered into the system.</p> <p><i>Case File Review Findings:</i> There were 3 (4%) records that did not match what was reported to AFCARS. In the</p>	3 4

AFCARS Assessment Review Findings: Foster Care Elements
State: Mississippi

Data Element	Findings/Notes	Rating Factor
	<p>error cases, no information was reported to AFCARS. In each case, the child was placed with a relative. Also, several records could not be verified due to incomplete files provided to the review team.</p> <p><u>Program Code: MWFOSTRZ</u> The second foster caretaker's race, if applicable, is obtained from their person record and mapped the same as foster care element #8.</p>	
<p>55. Hispanic or Latino Ethnicity of 2nd Foster Caretaker (if applicable)</p> <p>0 = Not Applicable 1 = Yes 2 = No 3 = Unable to Determine</p>	<p><u>Screen:</u> Resource/Foster Home Study/HH Members See the notes for FC53.</p> <p><u>Data Quality</u> <i>Frequency Report (n=4,807):</i> Not Applicable = 1,893 (39%); Yes = 27 (.56%); No = 1,218 (25%); Unable to determine = 161 (3%); Not reported = 1,508 (31%) There are 1,893 records reported in FC41 that reflect a non-foster home setting and there 881 records reported in FC49 as either a single female or male. Of the 1,508 records reported as blank, 881 records should have indicated "not applicable." The remaining missing information most likely is for unlicensed relative placements.</p> <p><i>Case File Review Findings:</i> There were 15 (22%) records that did not match what was reported to AFCARS. In the error cases, no information was reported to AFCARS. In 12 error cases no information was reported to AFCARS but the response should have been "not applicable;" the child was placed with a foster parent that is single. In the remaining error cases, the child was placed with a relative. Also, several records could not be verified due to incomplete files provided to the review team.</p> <p><u>Program Code: MWFOSTRZ</u> The second foster caretaker's Hispanic or Latino ethnicity code is obtained from their person record and mapped the same as foster care element #9. There is no program code to set this element to "not applicable" when the marital status of the foster parent is single. If the living arrangement in FC41 is other than a foster home, then this element is set to "not applicable."</p>	2
Outcome Information	The State sent the screen for the Family Service Plan/Direct Services Tab for these elements. There is a field for Outcome and an end date field. The outcome choices are: COS Placement Change; Death of a child; Emancipation; Guardianship; Living with other relatives; Reunify with parent or other caretakers; Runaway; and, Transfer to another agency.	
56. Date of Discharge from Foster Care	<p><u>Data Quality</u> <i>Frequency Report (n=4,807):</i> There were 11 records reported with a discharge date in 2011. There are 3,736 reported as blank (i.e., the child is still in the agency's responsibility for placement and care).</p> <p>A review of the 2013A data file reveals that of the youth who turned 18 between January and March of 2013 (54 records), there were 15 records reported with a discharge date at the time of their 18th birthday or before (one record had a date of discharge a month later). The remaining 39 records did not have a discharge date. Eight</p>	2

AFCARS Assessment Review Findings: Foster Care Elements
State: Mississippi

Data Element	Findings/Notes	Rating Factor
	<p>records indicate the child was receiving title IV-E but the child's month of birth was either January or February so a date of discharge should have been reported the month following the youth's 18th birthday (based on state policy). All other records should have had a date of discharge equivalent to the youth's 18th birthday.</p> <p>There were 164 records reported of youth born in 1994. Of these, 93 were born between January and August and 22 records had a date of discharge. There were 142 records with no date of discharge, including those who were receiving title IV-E.</p> <p>The state needs to check the extraction routine for FC59 to determine if there is an error reporting the 18 years who were receiving title IV-E funds up to 30 days after their 18th birthday.</p> <p><i>Case File Review Findings:</i> There were 18 (27%) records that did not match what was reported to AFCARS. The errors were with records of youth 18 and older. The young person either turned 18 in the current report period or in a prior report period and the response in element #59 (title IV-E foster care) was "does not apply."</p> <p><u>Program Code MWFOSTRZ</u> The discharge date is selected in the same logic as removal dates. The date of discharge from foster care is initialized to zero.</p> <p>The program code checks for a date of discharge from foster care on the AFCARS prior history table. The child's custody records are then read for a date of discharge that is earlier than the saved discharge date from the AFCARS prior history table and that is prior or equal to the end of the report period. If there is not a more current discharge date, the field is set to blanks.</p> <p>The program code sets the discharge date for records with a living arrangement (FC41) of "trial home visit" at six months, unless there is a dismissal of custody prior to six months. Since the agency has to review the case after 90 days, this section of the program code must be removed. Until the agency no longer has care and placement responsibility and the case is not required to be reviewed, the record remains open and part of the AFCARS reporting population.</p> <p>As noted in GR item 13, the extraction code does not properly identify information for a "subsequent" file. The test case results also indicated there is an issue with the reporting of subsequent files as it relates to this element. If the agency is submitting a subsequent file and there is a discharge date that occurred in that report period, even if the transaction date is in the next report period the discharge information is to be include in the subsequent file.</p>	
57. Foster Care Discharge Transaction Date	<p><u>Program Code: MWFOSTRZ</u> The foster care discharge date is set to the discharge timestamp, if present, of the discharge record selected for element #56. Otherwise it is set equal to the discharge date.</p>	2
58. Reason for Discharge	<p><u>Data Quality</u></p>	2

AFCARS Assessment Review Findings: Foster Care Elements
State: Mississippi

Data Element	Findings/Notes	Rating Factor
<p>0 = Not Applicable 1 = Reunification with Parent(s) or Primary Caretaker(s) 2 = Living with Other Relative(s) 3 = Adoption 4 = Emancipation 5 = Guardianship 6 = Transfer to Another Agency 7 = Runaway 8 = Death of Child</p>	<p><i>Frequency Report (n=4,807):</i> Not Applicable = 0; Reunification = 637 (13%); Living with Other Relative(s) = 137 (3%); Adoption = 191 (4%); Emancipation = 38 (.79%); Guardianship = 45 (.94%); Transfer to Another Agency = 8 (.17%); Runaway = 11 (.23%); Death of Child = 3 (.06%); Not reported = 3,737 (78%)</p> <p><i>Case File Review Findings:</i> There were 54 (79%) records that did not match what was reported to AFCARS. The majority of the errors were due to the record reported as blank instead of “not applicable” because the child was still in foster care. The other errors were with records of youth 18 and older.</p> <p><u>Program Code: MWFOSTRZ</u> The discharge reason is initialized to blank.</p> <p>The extraction code reads the child’s service directory records for the most recent record. The logic checks if the outcome is not blank and not equal to “nachv” (achieved), “nnach” (not achieved), “nunkn” (unknown) or “cplch” (COS placement change). The service type needs to be either “placement-services-r-s” (direct code “3350) or “placement-services-cor” (direct code “3375”) and the service start date is not after the end of the report period. The code table is read to decode the service outcome. If the returned code is “1” through “8,” it is mapped to element #58. If no value is found, the field is left blank. There is no logic to set this element to “not applicable” for children who have not been discharged.</p> <p>It appears as if the program code checks for the reason a placement ends and not the legal outcome reflected in the court order dismissing the agency of placement and care responsibility. If there is a field on the legal screen that reflects the reason the court order is dismissed, then that is the reason that is to be reported to this element.</p> <p>The program code needs to be modified to map open foster care cases to “not applicable.”</p>	
<p>Source(s) of Federal Financial Support/assistance for Child</p> <p>59. Title IV-E (Foster Care)</p>	<p><u>Data Quality</u> <i>Frequency Report (n=4,807):</i> Does not apply = 3,654 (76%); Applies = 1,153 (2%)</p> <p><i>Case File Review Findings:</i> There was 3 records that did not match what was reported to AFCARS. It appears in these cases the response should have been “does apply.”</p> <p><u>Program Code: MWFOSTRZ</u> The field is initialized to “does not apply” before processing.</p> <p>This element is set to “applies” if a record is found for the child on the State financial table where the funding source is “IVE,” “CWS,” “FAS” or “SAS;” the record type is either “regular” or “underpayment.” Also, it checks that the pay date is within the reporting period, there is an amount greater than zero, and a transaction type of “foster care.”</p> <p>CWS = Child Welfare Services</p>	2

AFCARS Assessment Review Findings: Foster Care Elements
State: Mississippi

Data Element	Findings/Notes	Rating Factor
	<p>FAS = IV-E Federal Adoption Subsidy SAS – State Adoption Subsidy</p> <p>The state team indicated that because of the transaction type of foster care the funding source types of FAS or SAS will not be read. The State needs to clarify what the funding source “child welfare services” represents. If these are State funds, then this value should not be included in this element.</p> <p>The program code must be modified to check if the child was determined eligible for title IV-E within the last month of the report period. If so, this element must be set to “applies” even if the payment to the foster care provider does not occur until the next month (next report period).</p> <p>Modify the program code to remove the check for underpayments.</p>	
60. Title IV-E (Adoption Assistance)	<p><u>Data Quality</u> <i>Frequency Report (n=4,807):</i> Does not apply = 4,765 (99%); Applies = 92 (2%)</p> <p><i>Case File Review Findings:</i> There were 2 records that did not match what was reported to AFCARS. The response should have been “applies” instead of “does not apply.”</p> <p><u>Program Code: MWFOSTRZ</u> The field is initialized to “does not apply” before processing. It is set to “applies” if a record is found for the child on the State financial table where the funding source is “IVE,” “CWS,” “FAS” or “SAS.” If the record type is either “regular” or “underpayment,” a pay date is within the reporting period, there is an amount greater than zero, and there is a transaction type of “adoption subsidy.”</p> <p>Modify the program code to remove the check for underpayment. Also, the only funding source that should be checked is IV-E. Remove the codes “SAS” and “CWS.”</p>	2
61. Title IV-A	<p><u>Data Quality</u> <i>Frequency Report (n=4,807):</i> Does not apply = 4,715 (98%); Applies = 42 (1%)</p> <p><i>Case File Review Findings:</i> There was 1 record that did not match what was reported to AFCARS. The response should have been “does not apply.”</p> <p><u>Program Code: MWFOSTRZ</u> The field is initialized to “does not apply.” If a value for TANF is found for the child during the reporting period on the participation data base file in the Maverick database, this element is set to “applies.” This approach may identify TANF payments that occurred prior to a child’s removal from home and placement into foster care. The amount reported for this element is to reflect a payment is made on behalf of a child in foster care.</p>	2

AFCARS Assessment Review Findings: Foster Care Elements
State: Mississippi

Data Element	Findings/Notes	Rating Factor
	The State team indicated that it is possible some relatives are receiving TANF on behalf of a foster care child. This is generally the situation until the relative becomes licensed as a foster home.	
62. Title IV-D (Child Support)	<p><u>Data Quality</u> <i>Frequency Report (n=4,807):</i> Does not apply = 4,556 (95%); Applies = 251 (5%)</p> <p><i>Case File Review Findings:</i> There was 1 record that did not match what was reported to AFCARS. The response should have been “applies.”</p> <p><u>Program Code: MWFOSTRZ</u> The field is initialized to “does not apply.” The extraction code sets this element to “applies” if a general ledger account is found for the child where the fund is “childs-own-funds-320” (child support). The code needs to be modified by adding a check to see if the amount is greater than zero and is within the report period.</p>	2
63. Title XIX (Medicaid)	<p><u>Data Quality</u> <i>Frequency Report (n=4,807):</i> Does not apply = 1,276 (27%); Applies = 3,531 (73%)</p> <p><i>Case File Review Findings:</i> There was 1 record that did not match what was reported to AFCARS. The response should have been “applies.”</p> <p><u>Program Code: MWFOSTRZ</u> The field is initialized to “does not apply.” It is set to “applies” if an eligibility history record is found for the child where the start date is prior to the end of the report period or not prior to the report period start date, the eligibility type is other than “none” and the ineligible reason is blank.</p> <p>The state indicated this may be under reported. The program code needs to be re-evaluated and ensure that CHIP is also being included.</p>	2
64. SSI or Other Social Security Benefits	<p><u>Data Quality</u> <i>Frequency Report (n=4,807):</i> Does not apply = 4,555 (95%); Applies = 252 (5%)</p> <p><i>Case File Review Findings:</i> There were 7 records that did not match what was reported to AFCARS. The response should have been “applies.”</p> <p><u>Program Code: MWFOSTRZ</u> The field is initialized to “does not apply.” The extraction code sets SSI or other Social Security benefits to “applies” if a general ledger account is found for the child where the fund is “childs-own-funds-310” (SSI).</p> <p>The code needs to be modified by adding a check to see if the amount is greater than zero and is within the report period.</p>	2
65. None of the Above	<u>Data Quality</u>	2

AFCARS Assessment Review Findings: Foster Care Elements
State: Mississippi

Data Element	Findings/Notes	Rating Factor
	<p><i>Frequency Report (n=4,807):</i> Does not apply = 3,809 (79%); Applies = 998 (21%)</p> <p><i>Case File Review Findings:</i> There were 2 records that did not match what was reported to AFCARS. In one error case the response should have been “applies” instead of “does not apply.” This was in addition to other sources that applied in FC59 - 64. In one error case the response should have been “does not apply” instead of “applies.”</p> <p><u>Program Code: MWFOSTRZ</u> The field is initialized to “does not apply” before processing. The extraction code sets element #65 to “applies” if a general ledger account is found for the child where the fund is “childs-own-funds-330” (other).</p> <p>After processing all the financial elements it does a final check. If #59 through 62 and #64 through 66 are all zeroes, element #65 is set to “applies.” The edit check should be checking if FC59 - 64 are zeroes and do not include FC66 in the check.</p> <p>The code needs to be modified by adding a check to see if the amount is within the report period.</p>	
66. Amount of Monthly Foster Care Payment	<p><u>Program Code: MWFOSTRZ</u> This field is initialized to zeroes prior to processing. The extraction code then adds up all amounts it finds on the State financial table for the child for a full month period where the transaction dates and amount are greater than zeroes, the transaction type is “B,” the record type is “regular” or “underpayment” and the pay date is less than the report period end date.</p> <p>Do not include underpayments.</p>	2

AFCARS Assessment Review Findings: Adoption Elements
State: Mississippi

Data Element	Findings/Notes ²	Rating Factor
1. Title IV-E Agency	<u>Program Code: MWADOPDZ</u> The title IV-E agency code is hard coded as "28."	4
2. Report Period Ending Date	<u>Program Code: MWADOPDZ</u> The report period end date is manually entered in a file that is read by the program.	4
3. Record number		4
4. Did the title IV-E Agency have any involvement in this adoption? 1=Yes 2=No	<u>Program Code: MWADOPTZ</u> The field is initialized to blank prior to processing. If adoption element #31 (child adopted by foster parent) is "yes" and element #34 (child placed by) is "public agency" and element #35 (is the child receiving a monthly subsidy) is "yes" then element #4 is set to "yes." There is no logic to set the field to "no." The agency staff indicated that only those adoptions in which the agency has involvement, either because the child was in foster care or the agency has entered into an adoption agreement with the adoptive family, will be reported to AFCARS.	4
5. Child's Date of Birth	<u>Screen: Case/Child AW Adoption Intake & Demographics</u> The information is entered on the person screen and carried forward to related adoption screens. <u>Program Code: MWADOPDZ</u> The field is initialized to blank prior to processing. The extraction code selects the child's date of birth from their person record if it is greater than zero and a valid format.	4
6. Sex 1=Male 2=Female	<u>Screen: Case/Child AW Adoption</u> Gender is collected on the General Tab. The options are: Female, Male, and Unknown. The information is entered on the person screen and carried forward. <u>Program Code: MWADOPDZ, LNs 6820 – 6900</u> The child's gender is selected and mapped in the same way as foster care element #7.	4
7. Child's Race 0=No	<u>Screen: Case/Child AW Adoption</u> Race information is collected on the Race/Ethnicity tab. There are four sections: Ethnicity, Tribal Affiliation, Race, and Religion.	3 4

² There is information that is required in the adoption element file that the agency is not collecting on children adopted through a private agency (excluding those under contract with the State). The agency will need to develop a means to ensure this information is obtained from the private agency and recorded in MACWIS. The rating factors do not reflect this finding. This will be a task in the agency's adoption element improvement plan. Elements will be re-evaluated during the Improvement Plan Phase and the ratings changed based on changes that are required to the system.

AFCARS Assessment Review Findings: Adoption Elements
State: Mississippi

Data Element	Findings/Notes ²	Rating Factor
1=Yes a. American Indian or Alaska Native b. Asian c. Black or African American d. Native Hawaiian or Other Pacific Islander e. White f. Unable to Determine	The options in the race field are: American Indian/Alaska Native; Asian, Black or African American; Native Hawaiian or Pacific Islander; Unable to determine, and White. More than one race can be selected. The information is entered on the person screen and carried forward. <u>Program Code: MWADOPDZ, LNs 6940 – 7360</u> The child's race is selected and mapped in the same way as foster care element #8.	
8. Child's Hispanic or Latino Ethnicity 1=Yes 2=No 3=Unable to determine	<u>Screen:</u> Case/Child AW Adoption Hispanic or Latino Origin information is collected on the Race/Ethnicity tab. The options are: Hispanic or Latino Origin; Not Hispanic or Latino; and Unable to determine. The information is entered on the person screen and carried forward. <u>Program Code: MWADOPDZ</u> The child's Hispanic or Latino ethnicity is selected and mapped with the same logic described for foster care element #9.	3 4
9. Has the title IV-E agency determined that the child has special needs? 1=Yes 2=No	<u>Screen:</u> Eligibility On the screen there is a tab Adoption Worker Determination. <u>Data Quality</u> <i>Frequency Report (n=188): Yes = 183; No = 5; Not reported = 0</i> <u>Program Code: MWADOPDZ</u> This field is initialized to blank. If a code value is found that matches the AFCARS special needs categories in element #10, then element #9 is set to "yes." If it is blank after this processing, element #9 is set to "2" (no).	3
10. Primary Factor or Condition for Special Needs 0=Not applicable 1=Racial/Ethnic Background 2=Age 3=Membership in a Sibling Group 4=Medical conditions or Mental, Physical or Emotional Disabilities 5=Other	<u>Screen:</u> Eligibility On the screen there is a tab Adoption Worker Determination. The options are: Age 6 or greater; At Risk Medical History/Background; Developmental Disability; Emotional Disturbance; Medical Conditions; Mental Disability; Physical Disability; Racial or Ethnic Factors; Sibling Group 2 or more; Visually or Hearing Impaired. There is no means to identify the factor that posed the biggest barrier to the child's adoption. All criteria that are applicable are checked. The system must be modified in order to identify the primary factor for special needs. The State team indicated they no longer have race/ethnicity as an eligibility criterion. However, there are records reported as race being the primary barrier to adoption. <u>Data Quality</u>	2

AFCARS Assessment Review Findings: Adoption Elements
State: Mississippi

Data Element	Findings/Notes ²	Rating Factor
	<p><i>Frequency Report (n=188):</i> Not applicable = 5 (3%); Racial/Ethnic Background = 46 (25%); Age = 3 (25); Sibling group = 32 (17%); Medical = 102 (54%); Other = 0; Not reported = 0</p> <p><i>Case File Review Findings:</i> There were 11 records that did not match what was reported to AFCARS. Eight of the records were reported as “race/ethnic background.” In six cases the basis should have been “other.” In the other two it appears that “sibling group” should have been reported. The reviewers identified criteria that were more significant than the primary basis reported to AFCARS. As noted in the extraction code notes, this element is not set based on a worker’s judgment.</p> <p><u>Program Code: MWADOPDZ</u> The program code and not the caseworker is determining the child’s significant barrier to adoption. The table containing the special needs codes is searched and the first valid AFCARS value found is mapped to this element.</p> <p>The mapping is: racial-ethnic-factors and at-risk-med-hist are set to “1;” “age-6-or-older” maps to “2;” “sibling-groups-2-or-more map to “3;” and any of the five medical conditions listed on the screen are mapped to “4.”</p> <p>If after this process the value of element #9 is blank, then the special needs basis is set to “0” (not applicable).</p> <p>The program code must be modified to map the option of “at- risk med History/background” to “other.”</p> <p>Once the system has been modified to include a means to identify the primary factor, the program code will need to be revised.</p>	
<p>Elements #11 – 15</p> <p>0=Does not Apply 1=Yes, applies</p>	<p><u>Screen: Demographics/Medical Conditions</u> It appears that the tab “Other Conditions” is what is used to collect and report elements AD11 - 15. There are four sections on this screen: Mental Illness, Behavioral Disorder, Other Diagnosis, the fourth section is informational and provides a description of the item selected from the Other Diagnosis list.</p> <p><u>Data Quality</u> <i>Case File Review Findings:</i> The findings were reflective of the errors found in AD10. There was one case though in which the child also had a diagnosis of pervasive developmental disorder. No additional information was noted so elements 11 and 13 were not marked as errors. There were errors as well that may either be mapping errors or incorrect data entry due to selecting the wrong category.</p> <p><u>Program Code: MWADOPDZ</u> These elements are initialized to “0” (does not apply). The data are extracted from the “other conditions” section of the system and the “other diagnosis” screen. The extraction code will map them only if the value of element #10 is “4” (medical conditions). The information is then pulled from the child’s medical record and mapped exactly the same way as the foster care elements #11 through #15.</p>	

AFCARS Assessment Review Findings: Adoption Elements
State: Mississippi

Data Element	Findings/Notes ²	Rating Factor
11. Type of Disability-Mental Retardation	<p>Mental Retardation is on the Other Diagnosis list.</p> <p><u>Program Code: MWFOSTDZ</u> When a code of "MENRE" is found, element #11 is set to "condition applies." After processing all elements this field will be set to "condition does not apply" if element #10 is anything other than a "1" and to blank if element #10 is blank.</p>	2
12. Type of Disability-Visually or Hearing Impaired	<p>Hearing Impaired is on the Other Diagnosis list.</p> <p><u>Program Code: MWFOSTDZ</u> The data are extracted from the "other conditions" section of the system and the "other diagnosis" screen.</p> <p>When a code of "HEAR" or "VISON" is found element #12 is set to "condition applies." After processing all elements this field will be set to "condition does not apply" if element #10 is anything other than a "1" and to blank if element #10 is blank.</p>	2
13. Type of Disability-Physically Disabled	<p><u>Program Code: MWFOSTDZ</u> The data are extracted from the "other conditions" section of the system and the "other diagnosis" screen.</p> <p>When a code of "PHYDS" is found element #13 is set to "condition applies." The program then checks the neuromuscular code on the medical record. If it is equal to "Arthritis," "MD," or "MS" the element is set to "condition applies." After processing all elements this field will be set to "condition does not apply" if element #10 is anything other than a "1" and to blank if element #10 is blank.</p>	2
14. Type of Disability-Emotionally Disturbed	<p>Emotionally disturbed is on the Other Diagnosis list. On the Mental Illness list are bi-polar disorder and schizophrenia. The list also includes "other."</p> <p>On the Behavioral Disorder list: Attention Deficit Hyperactivity Disorder, Attention Deficit Disorder, Conduct Disorder, Oppositional Defiant Disorder, and other.</p> <p><u>Program Code: MWFOSTDZ</u> The data are extracted from the "other conditions" section of the system and the "other diagnosis" screen.</p> <p>When a code of "EMTND" is found element #14 is set to "condition applies." The program then checks the medical record's behavior disorder code and the mental code. If "att-deficit-hyper" or "oppositional-defiance" are found or if the mental code is greater than spaces this element is set to "condition applies." After processing all elements this field will be set to "condition does not apply" if element #10 is anything other than a "1" and to blank if element #10 is blank.</p> <p>The program code is not mapping the following to this element: Attention Deficit Disorder; Conduct Disorder; Bi-polar; Clinical Depression; and, Schizophrenia.</p>	2

AFCARS Assessment Review Findings: Adoption Elements
State: Mississippi

Data Element	Findings/Notes ²	Rating Factor
<p>15. Type of Disability-Other Medically Diagnosed Condition Requiring Special Care</p>	<p><u>Program Code: MWFSTDZ</u> The data are extracted from the “other conditions” section of the system and the “other diagnosis” screen.</p> <p>When a code of “OTHER” is found element #15 is set to “condition applies.” It is also set to “condition applies” if “asthma,” “bronchitis” or “sinusitis” is found in the medical record’s respiratory code, or “attention-deficit” or “beh-difiance” is found in the behavior disorder code, or any of the following medical record codes is greater than spaces: “cancer,” “hepatitis,” “diabetes,” “chronic-diseases,” “allergy-drugs,” “allergy-nuts,” “allergy-general,” “allergy-meats,” “circulatory,” “hypertension,” “stroke,” “heart-attack,” “sickle-cell-anemia,” “hemophilia,” “arteriosclerosis” or “congenital-heart-defect.”</p> <p>The program code is not mapping “seizure disorder,” “fetal alcohol,” and “fetal drug” to this element and they should be included.</p> <p>Asthma should only be mapped to AFCARS if it affects activities of daily living. The same is true for allergies.</p> <p>The conditions bronchitis, sinusitis, hepatitis should not be mapped to AFCARS.</p> <p>The conditions “attention-deficit” or “beh-difiance” were correctly mapped to element #14 and are not to be mapped to this element.</p> <p>If no other logic has set this field to “condition applies,” the child’s intake report is read and if the report date is prior to the end of the reporting period and the report indicates either fetal alcohol or fetal drug exposure “other medically diagnosed conditions” is set to “applies.” After processing all elements this field will be set to “condition does not apply” if element #10 is anything other than a “1” and to blank if element #10 is blank.</p>	<p style="text-align: center;">2</p>
<p>16. Mother’s Year of Birth</p>	<p><u>Screen: Case/Child Evaluation</u> There is a section for information on the birth mother. There is a field for just the year of birth.</p> <p>Based on discussions with the state team and the purpose of this screen, it was determined that this is not the appropriate screen to use for the extraction of this data. The program code should use the information entered on the person screen. This will ensure also that the information on a legal parent is correctly reported.</p> <p><u>Data Quality</u> <i>Case File Review Findings:</i> There was 1 record that did not match what was reported to AFCARS.</p> <p><u>Program Code: MWADOPTZ</u> The extraction code reads the child evaluation table and if the child is not flagged as having been abandoned and the mother’s year of birth field is greater than zero and in a valid format it is mapped to element #16. If these conditions are not met and the child was not abandoned, the program gets the mother’s year of birth from the</p>	<p style="text-align: center;">2</p>

AFCARS Assessment Review Findings: Adoption Elements
State: Mississippi

Data Element	Findings/Notes ²	Rating Factor
	<p>AFCARS parent information file where the record type is “birth parent” and the birth parent type is “biological mother.” If none of these conditions is met, the field is set to blank.</p> <p>The program code is only getting the birth parent and not the legal parent’s year of birth.</p>	
17. Father’s Year of Birth	<p><u>Screen:</u> Case/Child Evaluation There is a section for information on the birth father. There is a field for just the year of birth.</p> <p><u>Data Quality</u> <i>Case File Review Findings:</i> There were 2 records that did not match what was reported to AFCARS.</p> <p><u>Program Code: MWADOPTZ</u> The extraction code reads the child evaluation table and if the child is not flagged as having been abandoned and the father’s year of birth field is greater than zero and in a valid format it is mapped to element #17.</p> <p>If these conditions are not met and the child was not abandoned, the program gets the father’s year of birth from the AFCARS parent information file where the record type is “birth parent” and the birth parent type is “biological father.” If none of these conditions is met, the field is set to blank.</p> <p>The program code is only getting the birth parent and not the legal parent’s year of birth.</p>	2
18. Was the Mother married at the time of the child’s birth? 1=Yes 2=No 3-Unable to determine	<p><u>Screen:</u> This is collected on the intake screen. This question is collected on the General Tab.</p> <p>The state needs to ensure that this data are being entered correctly and updated as the information is obtained during the investigative process.</p> <p><u>Data Quality</u> <i>Case File Review Findings:</i> There was 1 record that did not match what was reported to AFCARS.</p> <p><u>Program Code: MWADOPTZ</u> The extraction code checks the child’s person record for a mom married at birth code. A code of “100” is mapped to “1,” “200” is mapped to “2,” “300” is mapped to “3,” and any other value is mapped to blank.</p>	4
19. Date of Mother’s Termination of Parental Rights	<p><u>Screen:</u> Court</p> <p>The agency does collect the TPR information from private agency adoptions.</p> <p><u>Data Quality</u> <i>Case File Review Findings:</i> There was 1 record that did not match what was reported to AFCARS.</p> <p><u>Program Code: MWADOPTZ</u></p>	2

AFCARS Assessment Review Findings: Adoption Elements
State: Mississippi

Data Element	Findings/Notes ²	Rating Factor
	<p>The TPR date is initialized to zeroes. The extraction code loops through the TPR history table for the child and if the parent type code is blank and the termination date zero (end of valid data) stops processing. Otherwise if the termination date found is not after the report period end and is less than or equal to the adoption finalization date and the date is greater than the last date found (looking for the most recent date) and the parent type code is legal-mother, biological-mother or putative-mother the associated termination date is used for element #19.</p> <p>TPR deceased date needs to be added to the routine. Also, see the notes in FC47.</p>	
20. Date of Father's Termination of Parental Rights	<p><u>Screen:</u> Court</p> <p>The agency does collect the TPR information from private agency adoptions.</p> <p><u>Program Code:</u> MWADOPTZ</p> <p>The TPR date is initialized to zeroes. The extraction code loops through the TPR history table for the child and if the parent type code is blank and the termination date zero (end of valid data) stops processing. Otherwise if the termination date found is not after the report period end and is less than or equal to the adoption finalization date and the date is greater than the last date found (looking for the most recent date) and the parent type code is legal-father, biological-father or putative-father the associated termination date is used for element #20.</p> <p>TPR deceased date needs to be added to the routine. Also, see the notes in FC48.</p>	2
21. Date Adoption Legalized	<p><u>Screen:</u> Court/History/Detail tab</p> <p><u>Program Code:</u> MWADOPDZ</p> <p>The date the adoption was legalized is set to the court order effective date of the court order record selected in the adoption population logic (see General Requirements #9).</p>	4
22. Adoptive Parents' Family Structure	<p><u>Screen:</u> Eligibility/ IAdoptive Parent tab</p> <p><u>Data Quality</u> <i>Frequency Report (n=188):</i> Married couple = 136 (72%); Unmarried couple = 0; Single female = 49 (26%); Single male = 2 (1%). Not reported = 1</p> <p><i>Case File Review Findings:</i> There was 1 record that did not match what was reported to AFCARS.</p> <p><u>Program Code:</u> MWADOPTZ</p> <p>The extraction code reads the child's non-case adoption pay table for the most recent entry with a record type of "adopt" or "acdop" or "adnon." If found, the resource from this record is used to read the resource responsible home member table for the resource persons associated with the adoption. The logic looks for a caretaker structure code of "100" (married couple), "200" (unmarried couple), "300" (single female) or "400" (single male) with a related role of either "prim" (primary caretaker) or "sec" (secondary caretaker). The code table is read to</p>	4

AFCARS Assessment Review Findings: Adoption Elements
State: Mississippi

Data Element	Findings/Notes ²	Rating Factor
	<p>translate the caretaker structure code into the AFCARS family structure values of “1” through “4.”</p> <p>If the returned value is anything other than those codes the field is set to blank and the program reads the child’s AFCARS parent file for a record type of “header-record-type” and maps the adoptive parent’s family structure to AFCARS values. If anything other than “1” to “4” is returned the field is set to blank.</p> <p>If the adoptive parent’s family structure is still blank the child’s placement records are read for a status of “a” (active), “c” (closed) or “r” (appr with st dt), a placement request start date greater than zero and a placement type that is not “9300” (runaway) or any of the “own home” types. If the placement type is “ICPC-outgoing” or “child-specific” or “interim-placement” the program performs get-family-structure-non-rsp which builds a temporary table of all cases for the child and all persons associated with those cases and the relationship of the person to the child for each case in order to find the adoptive parents. The parent count that is returned is checked and if it is “one” the related gender is used to map the adoptive family structure to either “3” (single female) for “female” or “4” (single male) for “male.” If the parent count is “two” the value of element #22 is set to “1” (married couple). If neither value is returned the field is set to blanks.</p>	
23. Adoptive Mother's Year of Birth	<p><u>Screen:</u> Eligibility/ /Adoptive Parent tab</p> <p><u>Program Code:</u> MWADOPTZ The adoptive mother’s year of birth is obtained from her person record or from the AFCARS parent information file where record type is “adoptive-parent.”</p>	4
24. Adoptive Father's Year of Birth	<p><u>Screen:</u> Eligibility/ /Adoptive Parent tab</p> <p><u>Program Code:</u> MWADOPTZ The adoptive father’s year of birth is obtained from his person record or from the AFCARS parent information file where record type is “adoptive-parent.”</p>	4
25. Adoptive Mother's Race	<p><u>Screen:</u> Eligibility/ /Adoptive Parent tab</p> <p><u>Program Code:</u> MWADOPTZ The adoptive mother’s race is obtained from their person record or from the AFCARS parent information file where record type is “adoptive-parent” and is mapped as adoption foster care element #8.</p>	3 4
a. American Indian or Alaska Native b. Asian c. Black or African American d. Native Hawaiian or Other Pacific Islander e. White f. Unable to Determine		

AFCARS Assessment Review Findings: Adoption Elements
State: Mississippi

Data Element	Findings/Notes ²	Rating Factor
26. Adoptive Mother's Hispanic Origin 0=Not Applicable 1=Yes 2=No 3=Unable to determine	<p><u>Screen:</u> Eligibility/ /Adoptive Parent tab</p> <p><u>Data Quality</u> <i>Frequency Report (n=188):</i> There were no records reported as “not applicable.” There should have been two based on the number of records reported with a marital status of “single male” in element 22.</p> <p><i>Case File Review Findings:</i> There was 1 record that did not match what was reported to AFCARS. The response should have been “not applicable” instead of being left blank. The child was adopted by a “single male.”</p> <p><u>Program Code:</u> MWADOPTZ The adoptive mother’s Hispanic origin is obtained from either their person record or the AFCARS parent information file where record type is “adoptive-parent” and is mapped the same way as foster care element #9.</p> <p>This element is not set to “not applicable” when the adoptive parent is a single male.</p>	3 2
27. Adoptive Father's Race a. American Indian or Alaska Native b. Asian c. Black or African American d. Native Hawaiian or Other Pacific Islander e. White f. Unable to Determine	<p><u>Screen:</u> Eligibility/Adoptive Parent tab</p> <p><u>Program Code:</u> MWADOPTZ The adoptive father’s race is obtained from their person record or from the AFCARS parent information file where record type is “adoptive-parent” and is mapped as adoption foster care element #8.</p>	3 4
28. Adoptive Father's Hispanic Origin 0=Not Applicable 1=Yes 2=No 3=Unable to determine	<p><u>Screen:</u> Eligibility/ /Adoptive Parent tab</p> <p><u>Data Quality</u> <i>Frequency Report (n=188):</i> There were no records reported as “not applicable.” There should have been 49 based on the number of records reported with a marital status of “single female” in element 22.</p> <p><i>Case File Review Findings:</i> There were 8 records that did not match what was reported to AFCARS. The response should have been “not applicable” instead of being left blank. The child was adopted by a “single female.”</p> <p><u>Program Code:</u> MWADOPTZ The adoptive father’s Hispanic origin is obtained from either their person record or the AFCARS parent information file where record type is “adoptive-parent” and is mapped the same way as foster care element #9.</p> <p>This element is not set to “not applicable” when the adoptive parent is a single female.</p>	3 2
Elements #29 –32	<u>Screen:</u> Eligibility/Adoptive Parent tab	

AFCARS Assessment Review Findings: Adoption Elements
State: Mississippi

Data Element	Findings/Notes ²	Rating Factor
0 = Does not Apply 1 = Applies	<p>There is field Relation that has a drop-down list. This is a multi-select field. The screen print provided did not have the list of options visible.</p> <p>Based on the extraction code, this is not the field used to for reporting the information in AD29 - 32. The state team needs to clarify whether this is the field that the program code should be using or if the routine is checking the correct screen. If there is another field other than the one noted above, send a copy to the Federal team.</p> <p><u>Program Code: MWADOPTZ</u> These elements are set from either the case person table head of household used to read the person relationship code or values found on the AFCARS parent information table.</p>	
29. Relationship to Adoptive Parent-Steparent 0=Does not apply 1=Yes, Applies	<p><u>Program Code: MWADOPTZ</u> This element is set from either the case person table head of household id used to read the person relationship table for current and previous relationship codes or from values found on the AFCARS parent information table.</p> <p>Element #29 is set to “applies” if the previous person relation type is “step-child” or “step-child” (not clear if this is an error – should it be either “step- child” or “step- parent”) and the current type is “adoptive-parent” or “adopted-child.” It is also set to “applies” if the adoptive parent relationship on the AFCARS parent information file is “step-parent-relation.”</p>	2
30. Relationship to Adoptive Parent -Other Relative 0=Does not apply 1=Yes, Applies	<p><u>Data Quality</u> <i>Case File Review Findings:</i> There were 8 records that did not match what was reported to AFCARS. The response should have “applies” instead of “does not apply.” The relative was also a foster parent.</p> <p><u>Program Code: MWADOPTZ</u> This element is set from either the case person table head of household id used to read the person relationship table for current and previous relationship codes or from values found on the AFCARS parent information table.</p> <p>Element #30 is set to “applies” if the previous person relation type is “paternal-half-sibling,” “step-sibling,” “maternal-aunt,” “ paternal-aunt,”” maternal-uncle,” “paternal-uncle,” “maternal-grandparent,” “paternal-grandparent,” “niece,” “nephew,” “grandchild” or “other-relative” and the current type is “adoptive-parent” or “adopted-child.” It is also set to “applies” if the adoptive parent relationship on the AFCARS parent information file is “other-rel-by-birth-or-marriage.”</p>	2
31. Relationship to Adoptive Parent -Foster Parent 0=Does not apply 1=Yes, Applies	<p><u>Data Quality</u> <i>Case File Review Findings:</i> There were 2 records that did not match what was reported to AFCARS. The response should have “applies” instead of “does not apply.” In one case none of the relationships were marked as being applicable. In the other case, the foster parent was also a relative of the child.</p> <p><u>Program Code: MWADOPTZ</u> This element is set from either the case person table head of household id used to read the person relationship table for current and previous relationship codes or from values found on the AFCARS parent information table.</p>	2

AFCARS Assessment Review Findings: Adoption Elements
State: Mississippi

Data Element	Findings/Notes ²	Rating Factor
	Element #31 is set to “applies” if the previous person relation type is “foster-parent” or “foster-child” and the current type is “adoptive-parent” or “adopted-child.” It is also set to “applies” if the adoptive parent relationship on the AFCARS parent information file is “foster-parent-of-child.”	
32. Relationship to Adoptive Parent -Other Non-relative 0=Does not apply 1=Yes, Applies	<p><u>Data Quality</u> <i>Case File Review Findings:</i> There were 16 records that did not match what was reported to AFCARS. The response should have “applies” instead of “does not apply.”</p> <p><u>Program Code: MWADOPTZ</u> This element is set from either the case person table head of household id used to read the person relationship table for current and previous relationship codes or from values found on the AFCARS parent information table.</p> <p>Element #32 is set to “applies” if the previous person relation type is not-related and the current type is “adoptive-parent” or “adopted-child.” It is also set to “applies” if the adoptive parent relationship on the AFCARS parent information file is “step-parent-relation.”</p>	2
33. Child was placed from 1=Within State or Tribal Service Area 2=Another State or Tribal Service Area 3=Another Country	<p><u>Screen:</u> Eligibility/ /Adoptive Parent tab</p> <p><u>Program Code: MWADOPTZ</u> The extraction code forces this field to be “1” in all cases. There is a note that other values will be added to accommodate online changes not yet made. The system has this field. The program code must be modified to check the field and map the response to AFCARS.</p>	2
34. Child was placed by 1=Public agency 2=Private agency 3=Tribal Agency 4=Independent person 5=Birth parent	<p><u>Screen:</u> Eligibility/Adoptive Parent tab</p> <p><u>Program Code: MWADOPTZ</u> The extraction code uses the “placed by” code on the child evaluation record. This code is passed to a function that decodes it into AFCARS values “1” through “5.” If one of these is not returned the field is set to blank.</p>	4
35. Is the Child Receiving a Monthly Subsidy? 1=Yes 2=No	<p><u>Screen:</u> Eligibility/Adoptive Parent tab</p> <p><u>Data Quality</u> <i>Case File Review Findings:</i> There were 2 records that did not match what was reported to AFCARS. The response should have been “yes” instead of “no.” The child was receiving Medicaid.</p> <p><u>Program Code: MWADOPTZ</u> The extraction code uses the resource id of the adoption resource person to read the eligibility adoption benefit contract review table for the most recent contract start date of a record with a fund source of “IVE” or “CWS.” If that record’s monthly subsidy amount is great than zero element #35 is set to “yes” otherwise it is set to blank.</p>	2

AFCARS Assessment Review Findings: Adoption Elements
State: Mississippi

Data Element	Findings/Notes ²	Rating Factor
	<p>If element #35 is blank after the first routine the extraction code reads the State financial record for the adoption resource id and child person id. If a record is found with a transaction type of “adopt-subsidy-payment” and a record type of “regular” the program checks the amount field of the most recent such record. If it is greater than zero element #35 is set to “yes” otherwise it is set to blank.</p> <p>The program code does not check this information against the finalization date and the reporting period.</p> <p>The program code is not checking if the subsidy is for Medicaid only.</p>	
36. Monthly Amount	<p><u>Program Code: MWADOPTZ</u></p> <p>If element #35 is “yes” the amount found on the eligibility adoption benefit contract review record is formatted and mapped to the monthly amount. If no amount was found there but an amount was found on the State financial record, that amount is formatted and mapped to the monthly amount. This is incorrect and should not be part of the program code. It is possible this amount reflects a change in payment from the one in the adoption agreement.</p> <p>There is no clear check in the financial section to ensure the data sought is within the reporting period reflective of the adoption legalization date. The amount reported should be the amount in effect at the time of the adoption. The program code for adoption element #36 may need to be corrected and the agency needs to ensure that information in the adoption file is reflective of the circumstances at the time the adoption is finalized.</p>	2
37. Is the Child receiving a title IV-E adoption subsidy? 1=Yes 2=No	<p><u>Program Code: MWADOPTZ</u></p> <p>Element #37 is set to “yes” if the adoption benefit contract review record’s adoption assistance field is “approv” or its funding source is “IVE” or “FAS.”</p> <p>If not, if element #35 is “yes” and element #36 is greater than zero and the State financial record’s funding source is “IVE” or “FAS” element then #37 is set to “yes.” If not, it is set to “no”</p> <p>Also, the program code needs to set this element to “no” if the only subsidy is Medicaid.</p>	2

Section 3

Case File Review

Case File Summary Report

State: Mississippi

Background

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

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

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

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

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

Summary

This summary report provides information on the number of cases selected in the sample, the number of cases reviewed, and any relevant general information regarding the analysis of the results. The matrices that follow provide detailed findings. There are six columns in the matrices, they are:

Case File Summary Report
State: Mississippi

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

Foster Care

Number of Cases in Sample	80
Number of Cases Reviewed	71
Number of Cases Analyzed	68

Three records were not reviewed because:

- The file sent for the review was on a different child in the case.
- The child was in the hospital and this was the child’s only placement as of the end of the report period.
- In the third case, the individual was 28 years old.

FC18 - Date of First Removal from Home

There were errors relating to the actual date the child was removed from home. The AFCARS data indicated the day following the actual physical removal from home. In two error cases the child’s initial placement was a detention facility and then the child was placed in a foster care setting. The date the agency received responsibility for placement and care was reported instead of the date the child entered the foster care setting. There was one error case in which the date of the prior discharge from foster care was used for this element.

FC21 - Date of Latest Removal from Home

In two cases in which the child only had one removal episode, the day reported to AFCARS was one day after the child was removed from his/her home.

There were errors relating to when a child’s initial placement is either a hospital or a locked facility (detention). As noted in foster care element 18 above, the date reported was the date the

Case File Summary Report
State: Mississippi

agency received responsibility for placement and care and not the date the child entered a foster care setting.

In one error case, the child was returned home while the agency retained placement and care responsibility. The child was then moved and placed with the biological father. The agency then removed the child from the father and placed the child in a foster care setting. The date the child was removed from the father and placed in foster care should have been reported as a new removal. FC24 was incorrect as well as the number of placements should have reflected the latest episode.

FC23 - Date of Placement in Current Foster Care Setting

There were errors for this element based on the age of the child; a youth over age 18 that was not eligible for title IV-E foster care funds. The date reported for this element was after the youth's 18th birthday instead of reflecting the last placement setting prior to their 18th birthday.

In one error case, the date was incorrect because it reflected the date the child returned to the same foster care setting the child was in prior to a temporary absence in the hospital. One error case had the date of the child's discharge date and not the start date of latest placement.

There was one record in which the child was removed from a relative and placed with the child's mother. The child was discharged to the custody of the child's father and this was reported as a "trial home visit" in element 41. It appears the removal from the relative was a constructive removal. If so, the date of removal and the date of placement should have been the same; and the record reported as a discharge when the child was placed with the mother. Element 24 was also incorrect as it should have been fewer placements than what was reported. If the removal from the relative was not a constructive removal. Then this record would not have been part of the foster care reporting population because the child was placed initially with a parent. See General Requirement item 6.

FC24 - Number of Previous Placement Settings During this Removal Episode

In five error cases, the number of placements should have been more than the number reported.

In 24 error cases, the number of placements should have been less than what was reported. Some of these errors were due to incorrectly reporting removal episodes (including when a removal actual begins for AFCARS reporting). In several of the cases, the number of placements was incorrect because a change in the status of the home was reported. Also, there were issues that appear to be the result of the caseworker selecting the wrong setting (relative foster home instead of trial home visit). There were two cases that the reviewer noted the child did move from one setting on a campus to another and these were counted as placement moves in the AFCARS reporting. Additionally, the records of the youth who were over 18 should have had fewer placements.

FC26 - 40 - Circumstances Associated with Removal

Except for one element the reviewers found errors for these categories. The majority of the errors were due to the item not being selected as a condition that contributed to the child's removal from home.

**Case File Summary Report
State: Mississippi**

FC 43, Most Recent Case Plan Goal

There were errors with the goal for youth for whom adoption, reunification, etc. is not an appropriate goal and the youth either did or did not have a permanent connection to an adult. In the majority of the error cases the goal should have been reported as “long-term foster care” instead of “emancipation” because the reviewer found no indication the youth had a permanent connection to an adult. In another error case, the AFCARS information indicated “adoption” but the reviewer did not find indications this was the youth’s goal. Instead the reviewer noted “living independent” and that the youth had a permanent connection to an adult (emancipation).

In one case, the child was in foster care for 6 days and the reviewer did not find a case plan or an established goal. The AFCARS file indicated “reunification.”

FC47 and 48, Termination of Parental Rights

In five cases, the child had previously been in foster care and was adopted. The date of TPR reported to AFCARS appears to reflect the termination of parental rights that occurred for this first adoption and not a TPR for the current legal parent. There was one record where the mother is deceased but this date was not reported to AFCARS (there is a TPR date reported for FC48).

FC59 - 55 - Foster Parent Demographic Information

In the majority of errors for these elements the child’s placement was with a relative. Also, several records could not be verified due to incomplete files provided to the review team.

Discharge Information (FC56 and 58)

The errors were with records of youth 18 and older. The young person either turned 18 in the current report period or in a prior report period and the response in element #59 (title IV-E foster care) was “does not apply.” In a couple of the cases, the youth was over the age of 19. Other errors for FC58 were due to the record reported as blank instead of “not applicable” because the child was still in foster care.

Adoption

Number of Cases in Sample	30
Number of Cases Reviewed	25
Number of Cases in Analyzed	25

AD10 - Primary basis for special needs

The reviewers identified criteria that were more significant than the primary basis reported to AFCARS. As noted in the extraction code notes, this element is not set based on a worker’s judgment.

AD11 - 15 - Diagnosed Disabilities

The findings were reflective of the errors found in AD10. There was one case though in which the child also had a diagnosis of pervasive developmental disorder. No additional information was noted so elements 11 and 13 were not marked as errors. There were errors as well that may either be mapping errors or incorrect data entry due to selecting the wrong category.

AFCARS Assessment Review Case File Findings: Foster Care Elements
State: Mississippi
Data from Report Period October 1, 2012 - March 31, 2013 (2013A)

Data Element	Data In AFCARS Matches Case File	Data In AFCARS Does Not Match Paper File	Not Found	Questionable	Notes
5. Date of Most Recent Periodic Review (if applicable)	61	7	0	0	In three error cases, the date found by the reviewer was later than the one reported to AFCARS. In one error case, the day was incorrectly entered. In two error cases, no information was reported to AFCARS but the reviewers found a date.
6. Date of Birth	66	2	0	0	The errors appear to be data entry errors. In one case the wrong day was entered and in the other case the wrong month.
7. Sex 1 = Male 2 = Female	68	0	0	0	
8. Child's Race 0=No 1=Yes a. American Indian or Alaska Native b. Asian c. Black or African American d. Native Hawaiian or Other Pacific Islander e. White f. Unable to Determine	68	0	0	0	
9. Child's Hispanic or Latino Ethnicity 1 = Yes 2 = No	68	0	0	0	

AFCARS Assessment Review Case File Findings: Foster Care Elements
State: Mississippi
Data from Report Period October 1, 2012 - March 31, 2013 (2013A)

Data Element	Data In AFCARS Matches Case File	Data In AFCARS Does Not Match Paper File	Not Found	Questionable	Notes
3 = Unable to Determine					
10. Has the Child Been Clinically Diagnosed with a Disability(ies)? 1 = Yes 2 = No 3 = Not Yet Determined	35	33	0	0	In the error cases, the response should have been "yes" instead of "no."
11. Mental Retardation 0 = Condition Does Not Apply 1 = Condition Applies	63	5	0	0	In the error cases, the response should have been "condition applies" instead of "condition does not apply."
12. Visually or Hearing Impaired 0 = Condition Does Not Apply 1 = Condition Applies	68	0	0	0	
13. Physically Disabled (Child) 0 = Condition Does Not Apply 1 = Condition Applies	68	0	0	0	
14. Emotionally Disturbed (DSM-IV)	37	31	0	0	In 30 error cases, the response should have been "condition applies" instead of "condition does not apply." In one error case, the response should have been "condition does not apply" instead of "condition applies."
15. Other Medically Diagnosed Conditions Requiring Special Care 0 = Condition Does Not Apply 1 = Condition Applies	55	13	0	0	In seven error cases, the response should have been "condition applies" instead of "condition does not apply." In six error cases the response should have been

AFCARS Assessment Review Case File Findings: Foster Care Elements
State: Mississippi
Data from Report Period October 1, 2012 - March 31, 2013 (2013A)

Data Element	Data In AFCARS Matches Case File	Data In AFCARS Does Not Match Paper File	Not Found	Questionable	Notes
					"condition does not apply" instead of "condition applies."
16. Has this Child Ever Been Adopted? 1 = Yes 2 = No 3 = Unable to Determine	63	5	0	0	In three error cases, the response should have been "yes" instead of "no." In two error cases, the response should have been "no" instead of "unable to determine." There was no indication the child was a Safe Haven infant.
17. If Yes, How Old was the Child when Adoption was Legalized? 0 = Not Applicable 1=less than 2 years old 2=2-5 years old 3=6 to 12 years old 4=13 years or older 5 = Unable to Determine	60	8	0	0	In three error cases, the response should have been an age category instead of "not applicable." In one error case, the AFCARS file indicated "unable to determine" but the reviewer was able to determine the child's age at the time of the adoption. In two cases, the wrong age group was reported. In two error cases, the field was blank but "not applicable" should have been reported.
18. Date of First Removal from Home	58	6	4	0	In three error cases, the day reported to AFCARS was one day after the child was removed from his/her home. In two error cases, the child's initial placement setting was a detention facility. The date reported reflected the date the agency received custody and not the day the child entered a foster care setting. In one error case, the date reported for this element appears to actually be the discharge date from a prior removal episode.

AFCARS Assessment Review Case File Findings: Foster Care Elements
State: Mississippi
Data from Report Period October 1, 2012 - March 31, 2013 (2013A)

Data Element	Data In AFCARS Matches Case File	Data In AFCARS Does Not Match Paper File	Not Found	Questionable	Notes
19. Total Number of Removals from Home To Date	62	2	4	0	<p>In one error case, the child was returned home to mom while the agency retained placement and care responsibility. The child was then placed with the biological father. The agency removed the child from the father and placed the child in a foster care setting. The child's record should have reflected two removal episodes and not one.</p> <p>In one error case, the child had three removal episodes and not two as reported to AFCARS.</p>
20. Date Child was Discharged from Last Foster Care Episode	61	3	4	0	<p>One error case is the one noted in FC19 of the child placed back home with mom.</p> <p>In one error case the child had an additional removal episode and the end date of the prior episode was reported incorrectly.</p> <p>In one error case, the date reported for this element was later than the actual return to home date.</p>
21. Date of Latest Removal from Home	61	5	2	0	<p>In two cases in which the child only had one removal episode, the day reported to AFCARS was one day after the child was removed from his/her home.</p> <p>In one case in which the child only had one removal episode, the child's initial placement setting was a detention facility. The date reported reflected the date the agency received custody and not the day the child entered a foster care setting.</p> <p>In one error case, the child was initially in the hospital prior to entering foster care. The date reported reflected the date the agency received</p>

AFCARS Assessment Review Case File Findings: Foster Care Elements
State: Mississippi
Data from Report Period October 1, 2012 - March 31, 2013 (2013A)

Data Element	Data In AFCARS Matches Case File	Data In AFCARS Does Not Match Paper File	Not Found	Questionable	Notes
					<p>custody and not the day the child entered a foster care setting.</p> <p>In cases where the child had two or more removals, there was an error case in which the child was first placed in detention and then went to a hospital. The date reported incorrectly reflected the agency's custody date in the case and not the date the child was actually placed in a foster care setting.</p> <p>One error case is the one noted in FC19. The child was returned home to mom while the agency retained placement and care responsibility. When the agency removed the child from the father and placed the child in a foster care setting this should be the date of removal for a new episode. FC24 was incorrect as well as the number of placements should have reflected the latest episode.</p>
23. Date of Placement in Current Foster Care Setting	56	8	4	0	<p>In one error case, the date reported was incorrect because the child was hospitalized for acute care and the child returned to the same foster home. The date the child's placement in this home began should have been the date of the placement.</p> <p>In one error case, the date reported was the same as the child's discharge date and not the date the last placement began.</p> <p>In three error cases, the youth were 18 or older and not eligible for title IV-E. The placement date was after the youth's 18th birthday. The date reported should have been for the setting the youth was in at</p>

AFCARS Assessment Review Case File Findings: Foster Care Elements
State: Mississippi
Data from Report Period October 1, 2012 - March 31, 2013 (2013A)

Data Element	Data In AFCARS Matches Case File	Data In AFCARS Does Not Match Paper File	Not Found	Questionable	Notes
					<p>the time they turned 18.</p> <p>There was one record in which the child was removed from a relative and placed with the child's mother. The child was discharged to the custody of the child's father and this was reported as a "trial home visit" in element 41. This should have been the discharge of the case from foster care and not a new living arrangement. If the placement with the relative was not a constructive removal. Then this record would not have been part of the foster care reporting population because the child was placed initially with a parent. See General Requirement item 6.</p>
24. Number of Previous Placement Settings During this Removal Episode	34	29	4	1	<p>In five error cases, the number of placements should have been more than the number reported.</p> <p>In 24 error cases, the number of placements should have been less than what was reported. In one of these, the child's removal episodes were incorrectly reported. In several of the cases, the number of placements was incorrect because a change in the status of the home was reported. In one case the placement setting in element 41 was reported as a relative foster home but the child was on a "trial home visit." The placement appears to have been counted (the date in FC23 matches the date the "trial home visit" began. In another case it also appears that the return of the child to the parent was counted as a placement change. A few of the errors reducing the number of placements were related to the incorrect reporting of the date of</p>

AFCARS Assessment Review Case File Findings: Foster Care Elements
State: Mississippi
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Data Element	Data In AFCARS Matches Case File	Data In AFCARS Does Not Match Paper File	Not Found	Questionable	Notes
					<p>removal due to an initial placement in a hospital or a detention facility. There were two cases that the reviewer noted the child did move from one setting on a campus to another and these were counted as placement moves in the AFCARS reporting. There were four records of youth who were 18 or older and not eligible for title IV-E and the placements after the youth's 18th birthday were counted.</p> <p>In one case, it was not clear how many placements should have been counted. The number reported to AFCARS was 21, but it may be that one of locations was a campus and the child moved from one setting to another on that campus. If so, then the number would have been 20 (or less).</p>
25. Manner of Removal from Home for Current Removal Episode 1 = Voluntary 2 = Court Ordered 3 = Not Yet Determined	68	0	0	0	
26. Physical Abuse (alleged/reported)	63	5	0	0	In the error cases, the response should have been "condition applies" instead of "condition does not apply."
27. Sexual Abuse (alleged/reported)	66	2	0	0	In the error cases, the response should have been "condition applies" instead of "condition does not apply."
28. Neglect (alleged/reported)	58	10	0	0	In nine of the error cases, the response should have been "condition applies" instead of "condition does not apply."

AFCARS Assessment Review Case File Findings: Foster Care Elements
State: Mississippi
Data from Report Period October 1, 2012 - March 31, 2013 (2013A)

Data Element	Data In AFCARS Matches Case File	Data In AFCARS Does Not Match Paper File	Not Found	Questionable	Notes
					In one error case, the response should have been "condition does not apply" instead of "condition applies."
29. Alcohol Abuse (parent)	66	2	0	0	In the error cases, the response should have been "condition applies" instead of "condition does not apply."
30. Drug Abuse (parent)	63	3	0	0	In the error cases, the response should have been "condition applies" instead of "condition does not apply."
31. Alcohol Abuse (child)	66	2	0	0	In the error cases, the response should have been "condition applies" instead of "condition does not apply."
32. Drug Abuse (child)	67	1	0	0	In the error case, the response should have been "condition applies" instead of "condition does not apply."
33. Child's Disability	66	2	0	0	In the error cases, the response should have been "condition applies" instead of "condition does not apply."
34. Child's Behavior Problem	64	4	0	0	In three of the error cases, the response should have been "condition applies" instead of "condition does not apply." In one error case, the response should have been "condition does not apply" instead of "condition applies."
35. Death of Parent(s)	68	0	0	0	
36. Incarceration of Parent(s)	65	3	0	0	In the error cases, the response should have been "condition applies" instead of "condition does not apply."
37. Caretaker's Inability to Cope	62	6	0	0	In the error cases, the response should have been

AFCARS Assessment Review Case File Findings: Foster Care Elements
State: Mississippi
Data from Report Period October 1, 2012 - March 31, 2013 (2013A)

Data Element	Data In AFCARS Matches Case File	Data In AFCARS Does Not Match Paper File	Not Found	Questionable	Notes
Due to Illness or Other Reason					“condition applies” instead of “condition does not apply.”
38. Abandonment	64	4	0	0	In the error cases, the response should have been “condition applies” instead of “condition does not apply.”
39. Relinquishment	65	3	0	0	In the error cases, the response should have been “condition applies” instead of “condition does not apply.”
40. Inadequate Housing	63	5	0	0	In four of the error cases, the response should have been “condition applies” instead of “condition does not apply.” In one error case, the response should have been “condition does not apply” instead of “condition applies.”
41. Current Placement Setting 1 = Pre-Adoptive Home 2 = Foster Family Home (Relative) 3 = Foster Family Home (Non-Relative) 4 = Group Home 5 = Institution 6 = Supervised Independent Living 7 = Runaway 8 = Trial Home Visit	58	6	3	1	In one case the setting was “institution” instead of “group home.” In one case the setting was “foster home, non-relative” instead of “pre-adoptive home.” In one case the setting was “pre-adoptive home” instead of “trial home visit.” In two cases the setting was “group home” instead of “trial home visit.” In one instance, the group home setting was the setting the child was in at the time he turned 18. In one case the setting was “foster home - relative” instead of “foster home - non-relative.”

AFCARS Assessment Review Case File Findings: Foster Care Elements
State: Mississippi
Data from Report Period October 1, 2012 - March 31, 2013 (2013A)

Data Element	Data In AFCARS Matches Case File	Data In AFCARS Does Not Match Paper File	Not Found	Questionable	Notes
					In one instance the reviewer wrote "residential treatment" and it was not clear what the size is of the facility. The AFCARS indicated "institution."
42. Is Current Placement Setting Outside of the State or Tribal Service Area? 1 = yes 2 = no	64	1	3	0	In the error case the response should have been "yes" instead of "no."
43. Most Recent Case Plan Goal 1 = Reunify with Parent(s) or Principal caretaker(s) 2 = Live with Other Relative(s) 3 = Adoption 4 = Long-term Foster Care 5 = Emancipation 6 = Guardianship 7 = Case Plan Goal Not Yet Established	59	5	3	1	In four error records, the goal should have been reported as "long-term foster care" instead of "emancipation." The reviewer found no indication the youth had a permanent connection to an adult. In one error case, the AFCARS information indicated "adoption" but the reviewer did not find this as the youth's goal. Instead the reviewer noted "living independent" and that the youth had a permanent connection to an adult (emancipation). In one case, the child was in foster care for 6 days and the reviewer did not find a case plan or an established goal. The AFCARS file indicated "reunification." This case is listed as questionable.
44. Caretaker Family Structure 1 = Married Couple 2 = Unmarried Couple 3 = Single Female 4 = Single Male 5 = Unable to Determine	66	1	1	0	In the error case the marital status should have been "married couple" instead of "single female."

AFCARS Assessment Review Case File Findings: Foster Care Elements
State: Mississippi
Data from Report Period October 1, 2012 - March 31, 2013 (2013A)

Data Element	Data In AFCARS Matches Case File	Data In AFCARS Does Not Match Paper File	Not Found	Questionable	Notes
45. Year of Birth (1 st Principal Caretaker)	61	5	2	0	In four error cases either a wrong person's year was reported or the wrong year was entered. In one error case, the field was blank but the marital status in FC44 was "single female."
46. Year of Birth (2 nd Principal Caretaker - if applicable)	64	4	0	0	In three error cases either a wrong person's year was reported or the wrong year was entered. In one error case, the field was blank but the marital status in FC44 was "married couple."
47. Date of Mother's Parental Rights Termination (if applicable)	60	7	1	0	In five cases, the child had previously been in foster care and was adopted. The date of TPR reported to AFCARS appears to reflect the termination of parental rights that occurred for this first adoption and not a TPR for the current legal parent. There was one error case that the date found by the reviewer was earlier than the date reported to AFCARS. It is not clear if this was the first TPR date for this field, or if the date recorded by the reviewer was a hearing date and the date reported reflected something else. In another error case, the date found by the reviewer was three days earlier than the one reported. The date noted by the reviewer appears to be the hearing date. There was one record where the mother is deceased but this date was not reported to AFCARS. (There is a TPR date reported for FC48.)
48. Date of Legal or Putative Father's Parental Rights Termination (if applicable)	60	7	1	0	In one error case, no information was reported to AFCARS but the reviewer found a TPR order/date. In five cases, the child had previously been in foster

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Number of cases reviewed: 71
Number of cases analyzed: 68

AFCARS Assessment Review Case File Findings: Foster Care Elements
State: Mississippi
Data from Report Period October 1, 2012 - March 31, 2013 (2013A)

Data Element	Data In AFCARS Matches Case File	Data In AFCARS Does Not Match Paper File	Not Found	Questionable	Notes
					<p>care and was adopted. The date of TPR reported to AFCARS appears to reflect the termination of parental rights that occurred for this first adoption and not a TPR for the current legal parent.</p> <p>There was one error case that the date found by the reviewer was earlier than the date reported to AFCARS. It is not clear if this was the first TPR date for this field, or if the date recorded by the reviewer was a hearing date and the date reported reflected something else.</p>
49. Foster Family Structure 0=Not Applicable 1 = Married Couple 2 = Unmarried Couple 3 = Single Female 4 = Single Male	61	5	2	0	<p>In one error case, the response should have been "single female" instead of "single male."</p> <p>In one error case this element should have been "single female" instead of "not applicable." The reviewer noted the child was in a pre-adoptive placement instead of being on a "trial home visit."</p> <p>In three error cases, no information was reported to AFCARS. In each case, the child was placed with a relative. In one instance, the reviewer noted the home was an "unlicensed relative."</p>
50. Year of Birth (1 st Foster Caretaker)	60	3	5	0	<p>In three error cases, no information was reported to AFCARS. In each case, the child was placed with a relative. In one instance, the reviewer noted the home was an "unlicensed relative."</p>
51. Year of Birth (2 nd Foster Caretaker)	63	3	2	0	<p>In three error cases, no information was reported to AFCARS. In each case, the child was placed with a relative. In one instance, the reviewer noted the home was an "unlicensed relative."</p>

AFCARS Assessment Review Case File Findings: Foster Care Elements
State: Mississippi
Data from Report Period October 1, 2012 - March 31, 2013 (2013A)

Data Element	Data In AFCARS Matches Case File	Data In AFCARS Does Not Match Paper File	Not Found	Questionable	Notes
52. Race of 1 st Foster Caretaker a. American Indian or Alaska Native b. Asian c. Black or African American d. Native Hawaiian or Other Pacific Islander e. White f. Unable to Determine	59	3	6	0	In three error cases, no information was reported to AFCARS. In each case, the child was placed with a relative. In one instance, the reviewer noted the home was an "unlicensed relative." There was one record reported as "unable to determine" but there was no way to determine if the person had declined to provide their information.
53. Hispanic or Latino Ethnicity of 1 st Foster Caretaker 0 = Not Applicable 1 = Yes 2 = No 3 = Unable to Determine	59	3	6	0	In three error cases, no information was reported to AFCARS. In each case, the child was placed with a relative. In one instance, the reviewer noted the home was an "unlicensed relative." There was two records reported as "unable to determine" but there was no way to determine if the person had declined to provide their information.
54. Race of 2 nd Foster Caretaker (if applicable)	61	3	4	0	In three error cases, no information was reported to AFCARS. In each case, the child was placed with a relative. In one instance, the reviewer noted the home was an "unlicensed relative."
55. Hispanic or Latino Ethnicity of 2 nd Foster Caretaker (if applicable) 0 = Not Applicable 1 = Yes 2 = No 3 = Unable to Determine	49	15	4	0	In 12 error cases no information was reported to AFCARS but the response should have been "not applicable." In each case the child was placed with a foster parent that is single. In three error cases, no information was reported to AFCARS. In each case, the child was placed with a relative. In one instance, the reviewer noted the home was an "unlicensed relative." There was one record reported as "unable to determine" but there was no way to determine if the

AFCARS Assessment Review Case File Findings: Foster Care Elements
State: Mississippi
Data from Report Period October 1, 2012 - March 31, 2013 (2013A)

Data Element	Data In AFCARS Matches Case File	Data In AFCARS Does Not Match Paper File	Not Found	Questionable	Notes
					person had declined to provide their information.
56. Date of Discharge from Foster Care	50	18	0	1	<p>There was one record of a youth who turned 18 in January, 2013. The date of discharge should have been reported as February, 2013 when he was no longer eligible for title IV-E (FC59 indicated “applies”).</p> <p>There were three records of youth who turned 18 between October and December, 2013. In all three cases no discharge date was reported for the child. In two of these cases, FC59 indicated does not apply so the date of birth should have been used as the discharge day/month. In one case, FC59 did indicate “applies” and so the discharge date should have been in November, 2013.</p> <p>There were 12 records of youth who turned 18 prior to the start of the 2013A report period (and none turned 18 within 30 days prior to the report period). In each case, the date of discharge field was blank. Depending on whether these youth were eligible for title IV-E, the date of discharge should have been either their 18th birthday or 30 days later.</p> <p>There were two records of youth who had turned 18 prior to the start of the 2013A report period (and neither turned 18 within 30 days prior to the report period) and a discharge date was reported. The date did not reflect either the youth’s 18th birthday or 30 days later if applicable.</p> <p>In the questionable case, a date was reported for a</p>

AFCARS Assessment Review Case File Findings: Foster Care Elements
State: Mississippi
Data from Report Period October 1, 2012 - March 31, 2013 (2013A)

Data Element	Data In AFCARS Matches Case File	Data In AFCARS Does Not Match Paper File	Not Found	Questionable	Notes
					youth who turned 18 in November but the date reported was in February. FC59 indicated that title IV-E did not apply but FC60 indicated adoption assistance, title IV-E did apply.
58. Reason for Discharge 0 = Not Applicable 1 = Reunification with Parent(s) or Primary Caretaker(s) 2 = Living with Other Relative(s) 3 = Adoption 4 = Emancipation 5 = Guardianship 6 = Transfer to Another Agency 7 = Runaway 8 = Death of Child	14	54	0	0	40 records were reported as blank that should have been "not applicable" as the child was still in foster care. For the remaining error cases, see the notes in FC56.
59. Title IV-E (Foster Care) 0-Does not apply 1-Applies	65	3	0	0	In the error cases the response should have been "applies" instead of "does not apply."
60. Title IV-E (Adoption Assistance) 0-Does not apply 1-Applies	66	2	0	0	In the error cases the response should have been "applies" instead of "does not apply."
61. Title IV-A 0-Does not apply 1-Applies	67	1	0	0	In the error case the response should have been "does not apply" instead of "applies."
62. Title IV-D (Child Support) 0-Does not apply	67	1	0	0	In the error case the response should have been "applies" instead of "does not apply."

AFCARS Assessment Review Case File Findings: Foster Care Elements
State: Mississippi
Data from Report Period October 1, 2012 - March 31, 2013 (2013A)

Data Element	Data In AFCARS Matches Case File	Data In AFCARS Does Not Match Paper File	Not Found	Questionable	Notes
1- Applies					
63. Title XIX (Medicaid) 0- Does not apply 1- Applies	67	1	0	0	In the error case the response should have been "applies" instead of "does not apply."
64. SSI or Other Social Security Benefits 0- Does not apply 1- Applies	61	7	0	0	In the error cases the response should have been "applies" instead of "does not apply."
65. None of the Above 0- Does not apply 1- Applies	66	2	0	0	In one error case the response should have been "applies" instead of "does not apply." This was in addition to other sources that applied in FC59 - 64 In one error case the response should have been "does not apply" instead of "applies."
66. Amount of Monthly Foster Care Payment					Element not reviewed/analyzed.

AFCARS Assessment Review Case File Findings: Adoption Elements
State: Mississippi
Data from Report Period October 1, 2012 - March 31, 2013

Data Element	Data In AFCARS Matches Case File	Data In AFCARS Does Not Match Paper File	Not Found	Questionable	Notes
5. Child's Date of Birth	25	0	0	0	
6. Sex 1=Male 2=Female	25	0	0	0	
7. Child's Race 0=No 1=Yes a. American Indian or Alaska Native b. Asian c. Black or African American d. Native Hawaiian or Other Pacific Islander e. White f. Unable to Determine	25	0	0	0	
8. Child's Hispanic or Latino Ethnicity 1=Yes 2=No 3=Unable to determine	25	0	0	0	
9. Has the title IV-E agency determined that the child has special needs? 1=Yes 2=No	25	0	0	0	
10. Primary Factor or Condition for Special Needs 0=Not applicable	14	11	0	0	There were eight records reported as "race/ethnic background" and each was marked in error. In six cases the basis should have been "other." In the other two it appears that "sibling group" should

AFCARS Assessment Review Case File Findings: Adoption Elements
State: Mississippi
Data from Report Period October 1, 2012 - March 31, 2013

Data Element	Data In AFCARS Matches Case File	Data In AFCARS Does Not Match Paper File	Not Found	Questionable	Notes
1=Racial/Ethnic Background 2=Age 3=Membership in a Sibling Group 4=Medical conditions or Mental, Physical or Emotional Disabilities 5=Other					have been reported. In three error cases, the AFCARS report indicated medical (4). However, in two cases "other" was noted by the reviewer and in one "sibling group" was identified.
11. Type of Disability-Mental Retardation	24	1	0	0	The response should have been "does not apply" instead of "applies." The response in AD10 was incorrect.
12. Type of Disability-Visually or Hearing Impaired	25	0	0	0	
13. Type of Disability-Physically Disabled	25	0	0	0	
14. Type of Disability-Emotionally Disturbed	22	3	0	0	In two error cases the response should have been "applies" instead of "does not apply." In one error case, the response should have been "does not apply" instead of "applies." The response in AD10 was incorrect.
15. Type of Disability-Other Medically Diagnosed Condition Requiring Special Care	18	7	0	0	In six errors the response should have been "does not apply" instead of "applies." In one error case, the response should have been "does not apply" instead of "applies." The response in AD10 was incorrect.
16. Mother's Year of Birth	24	1	0	0	In the error case the AFCARS file was blank but the reviewer found a year of birth.
17. Father's Year of Birth	20	2	3	0	In one error case the AFCARS file was blank but the reviewer found a year of birth. In one error case a date was reported but the

AFCARS Assessment Review Case File Findings: Adoption Elements
State: Mississippi
Data from Report Period October 1, 2012 - March 31, 2013

Data Element	Data In AFCARS Matches Case File	Data In AFCARS Does Not Match Paper File	Not Found	Questionable	Notes
					reviewer noted "father unknown."
18. Was the Mother married at the time of the child's birth? 1=Yes 2=No 3=Unable to determine	24	1	0	0	"The response should have been "yes: instead of "no."
19. Date of Mother's Termination of Parental Rights	24	1	0	0	Mother was deceased but this was not the date reported.
20. Date of Father's Termination of Parental Rights	25	0	0	0	
21. Date Adoption Legalized	25	0	0	0	
22. Adoptive Parents' Family Structure 1=Married couple 2=Unmarried couple 3=Single female 4=Single male	24	1	0	0	The response should have been "married couple" instead of "single female."
23. Adoptive Mother's Year of Birth	25	0	0	0	
24. Adoptive Father's Year of Birth	25	0	0	0	
25. Adoptive Mother's Race a. American Indian or Alaska Native b. Asian c. Black or African American d. Native Hawaiian or Other Pacific Islander e. White f. Unable to Determine	25	0	0	0	

AFCARS Assessment Review Case File Findings: Adoption Elements
State: Mississippi
Data from Report Period October 1, 2012 - March 31, 2013

Data Element	Data In AFCARS Matches Case File	Data In AFCARS Does Not Match Paper File	Not Found	Questionable	Notes
26. Adoptive Mother's Hispanic Origin 0=Not Applicable 1=Yes 2=No 3=Unable to determine	24	1	0	0	The response should have been "not applicable" instead of being left blank. The child was adopted by a "single male."
27. Adoptive Father's Race	25	0	0	0	
28. Adoptive Father's Hispanic Origin 0=Not Applicable 1=Yes 2=No 3=Unable to determine	17	8	0	0	The response should have been "not applicable" instead of being left blank. The child was adopted by a "single female."
29. Relationship to Adoptive Parent-Stepparent 0=Does not apply 1=Yes, Applies	25	0	0	0	
30. Relationship to Adoptive Parent - Other Relative 0=Does not apply 1=Yes, Applies	17	8	0	0	The response should have "applies" instead of "does not apply." The relative was also a foster parent.
31. Relationship to Adoptive Parent - Foster Parent 0=Does not apply 1=Yes, Applies	22	2	0	0	The response should have "applies" instead of "does not apply." In one case none of the relationships were marked as being applicable (the foster parent was not related to the child as well). In the other case, the foster parent was also a relative of the child.

AFCARS Assessment Review Case File Findings: Adoption Elements
State: Mississippi
Data from Report Period October 1, 2012 - March 31, 2013

Data Element	Data In AFCARS Matches Case File	Data In AFCARS Does Not Match Paper File	Not Found	Questionable	Notes
32. Relationship to Adoptive Parent - Other Non-relative 0=Does not apply 1=Yes, Applies	9	16	0	0	The response should have "applies" instead of "does not apply."
33. Child was placed from 1=Within State or Tribal Service Area 2=Another State or Tribal Service Area 3=Another Country	25	0	0	0	
34. Child was placed by 1=Public agency 2=Private agency 3=Tribal Agency 4=Independent person 5=Birth parent	25	0	0	0	
35. Is the Child Receiving a Monthly Subsidy? 1=Yes 2=No	23	2	0	0	The response should have been "yes" instead of "no." The child was receiving Medicaid.
36. Monthly Amount	25	0	0	0	
37. Is the Child receiving a title IV-E adoption subsidy? 1=Yes 2=No	22	3	0	0	The responses should have been "no" instead of "yes."

Tab B

AFCARS Improvement Plan

Section 1: General Requirements

Section 2: Foster Care and Adoption Elements

IMPROVEMENT PLAN INSTRUCTIONS

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

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

In the foster care and adoption data element matrices, the data elements have been organized by rating factors, with data elements receiving a "1" listed first. Elements that received a "4" are not included on the corrective action workplans. However, the State should review the findings document (see Tab A). The data element may contain notes that the State may want to consider in order to more efficiently collect the AFCARS data. Additionally, elements that are related are grouped together in one row, since a change in one element will result in a change to the related elements. In the case where both a system problem (factor #2) and a possible worker entry problem (factor #3) exist, the lower rating factor will be given to the data element. If the system error is corrected, but the worker entry problem still exists, the element will be re-evaluated and given a "3" by the Federal Regional Office. In order for the element to be determined to be in compliance, it must meet the criteria in factor #4.

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

The Improvement Plan contains five columns:

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

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

Findings: This column includes the findings that need corrections.

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

Estimated/Completed Date: This column is to be used by the State to list the dates by which it intends to complete each action item, and is updated by the State to reflect the actual completion date. The corresponding task number should be included with the date. The State should use "strikethrough" of the old dates when updating information. Once ACF has reviewed changes

made by the State, it will list the approval date in this column.

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

Sample

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

Section 1

General Requirements

AFCARS Assessment Review Improvement Plan: General Requirements
State: Mississippi

No.	Requirement	Rating Factor	Findings	Tasks	Date	Notes
Foster Care Population						
1	<p>For the purpose of foster care reporting, each data transmission must include all children in foster care for whom the title IV-E agency has responsibility for placement, care, or supervision. (45 CFR 1355.40(a)(2)).</p> <p>The [foster care] population to be included in this reporting system includes all children in foster care under the responsibility of the title IV-E agency administering or supervising the administration of the title IV-B Child and Family Services State plan and the title IV-E plan; that is, all children who are required to be provided the assurances of section 422(b)(8) of the Social Security Act. (Appendix A to Part 1355--Foster Care Data Elements, Section II--Definitions).</p>	2	<p><u>Program Code mwfostdz</u></p> <p>1) The program code does not exclude the following situations from the AFCARS foster care reporting population.</p> <ul style="list-style-type: none"> • Records of children whose only placement is a hospital. • Records of children whose only placement is a locked facility. • Children of minor parents: If a child/youth in foster care is a parent, and their child lives with them, the child is being included if the agency has custody of the minor's child. <p>2) It is not clear that all youth under DYS are consistently included in the reporting population.</p>	<p><u>Program Code</u></p> <p>1) Modify the program code to exclude:</p> <p>a) Records of children whose only placement in the removal episode is a hospital setting.</p> <p>b) Records of children whose only placement in the removal episode is a locked facility (e.g. detention).</p> <p>c) Records of infants/children of a minor parent and both are in foster care and in the same setting.</p> <p>2) Review and report to the Federal AAR team if the program code is properly identifying all DYS youth in the Department's responsibility.</p> <p>a) Once the above is determined, modify the program code to make the following exclusions:</p> <p>a) Records of children whose only placement in the removal episode is a hospital setting.</p> <p>b) Records of children whose only placement in the removal episode is a locked facility (e.g. detention).</p> <p>c) Records of infants/children of a minor parent and both are in foster care and in the same setting.</p>	<p><u>Code</u></p> <p>1a)</p> <p>1b)</p> <p>1c)</p> <p>2a)</p> <p>2b)</p> <p>2c)</p>	<p><u>Program Code</u></p>

AFCARS Assessment Review Improvement Plan: General Requirements
State: Mississippi

No.	Requirement	Rating Factor	Findings	Tasks	Date	Notes
			3) Revisions made to the section regarding FC18 - 21 and possibly 56 - 58 will also affect the selection of the reporting population.	3) Make modifications to the selection logic as needed per changes to the removal episode elements in foster care.		
5	The reporting system includes all children who have or had been in foster care at least 24 hours. (Appendix A to Part 1355-- Foster Care Data Elements, Section II—Definitions).	2	<u>Program Code mwfostdz</u> The extraction code excludes records where the difference between the removal date and the discharge date is one day or less (based strictly on date logic – no time field used).	<u>System</u> 1) Modify the information system by adding either start and end times to the removal episode; or, add an indicator the caseworker selects if at the time of discharge this removal episode was 24 hour less in duration. <u>Program Code</u> 1) Once the system is modified to identify a removal that is 24 hours or less in duration, modify the program code to check the appropriate field.	<u>System</u> 1) <u>Code</u> 1)	
7	[The foster care population] includes youth over the age of 18 if a payment is being made on behalf of the child (CWPM, 1.3). A title IV-E agency that exercises the option to extend assistance to youth age 18 or older must collect and report data to AFCARS on all youth receiving a title IV-E foster care maintenance payment. (ACYF-CB-PI-10-11, Issued July 9, 2010).	3	The State's age of majority is 18. The State's Policy Manual indicates that the "payment for title IV-E foster care ends one month following a child's eighteenth birthday." The National Resource Center for Child Welfare Data and Technology (NRC-CWDT) conducted a technical site visit in September of 2007. It appears based on the NRC-CWDT's report to the state that the state was claiming title IV-E on youth up to the age of 19.	<u>Data Quality</u> 1) Clarify when the state implemented the policy to end claiming for title IV-E on 18 year olds one month after the youth's 18 th birthday. 2) Children's Bureau will review the data for accuracy of reporting records of youth over the age 18 per clarification provided by the State.	<u>DQ</u> 1)	<u>Data Quality</u>
8	Include all children who are in the placement, care, or supervision responsibility of the title IV-B/E agency that	3	For children placed in the home they were removed from and who are still under the agency's responsibility for placement and care, the State's policy is that the	Children's Bureau will review the data for accuracy of reporting records of children placed in the home they were removed from while		

AFCARS Assessment Review Improvement Plan: General Requirements
State: Mississippi

No.	Requirement	Rating Factor	Findings	Tasks	Date	Notes
	are on "trial home visits" (CWPM 1.3).		agency must review/make a decision within 90 days. At that time they either continue care and placement or request the courts to discharge them from care and placement responsibility.	under the agency's responsibility for placement and care.		
Adoption Population						
11	For the purposes of adoption reporting, data are required to be transmitted by the title IV-E agency ... on all adopted children for whom the agency is providing adoption assistance (either ongoing or for nonrecurring expenses), care or services directly or by contract or agreement with other private or public agencies. (45 CFR 1355.40(a)(3)).	2	<u>Program Code mwadoptz</u> The state technical team indicated that private agency adoptions are not included in the AFCARS report. The extraction code requires that the selected child have a custody record with an outcome equal to "adoption."	<u>Program Code</u> 1) Modify the extraction logic to identify all adoptions the agency has involvement with whether the private agency is in-state or out-of-state, and if only non-recurring costs are paid.	<u>Code</u> 1)	
Technical Requirements						
12	The data must be extracted from the data system as of the last day of the reporting period (45 CFR 1355.40(b)(1))	3	<u>Program Code mwfostdz</u> There are some elements in foster care in which the routine does not include the report period parameters.	<u>Data Quality - Regular files</u> 1) Identify all elements that need to have the report period end date added to them. 2) Children's Bureau will review the foster care element extraction routine and the state's data for accuracy.	<u>DQ</u> 1)	
13	The data must be extracted from the data system as of the last day of the reporting period (45 CFR 1355.40(b)(1)): <u>For foster care information [subsequent files], the child-</u>	2	<u>Program Code mwfostdz and mwfostsz</u> Some information is maintained as history. This is true of legal data, court hearings, TPR history, custody, and placement data. However, there are some items that are not (i.e., diagnosed conditions).	<u>Program Code - Subsequent files</u> 1) Modify the selection logic to check for the report period being selected and identify events that occurred prior to the end of that report period. <u>Data Quality - Subsequent files</u>	<u>Code</u> 1)	

AFCARS Assessment Review Improvement Plan: General Requirements
State: Mississippi

No.	Requirement	Rating Factor	Findings	Tasks	Date	Notes
	specific data to be transmitted must reflect the data in the information system when the data are extracted. (45 CFR 1355.40(b)(2)).		Subsequent files may not accurately reflect the events/circumstances of a case. The test cases reflect data that appears to be overwritten. As noted in GR12, not all elements have the report period associated with them and therefore "future" information could be included in a file that is resubmitted for a prior report period.	Children's Bureau will review the foster care element extraction routine and the state's data for accuracy.		
14	<p>The data must be extracted from the data system as of the last day of the reporting period. (45 CFR 1355.40(b)(1)):</p> <p><u>Adoption data</u> are to be reported during the reporting period in which the adoption is legalized or, at the title IV-E agency's option, in the following reporting period if the adoption is legalized within the last 60 days of the reporting period. For a semi-annual period in which no adoptions have been legalized, the title IV-E agency must report such an occurrence. (45 CFR 355.40(b)(3)).</p>	2	<p><u>Program Code mwadopdz</u> <u>Regular AD Files</u> The state is only reporting adoptions with a finalization date that occurred in the report period being reported. If the adoption occurred in one report period (i.e., the "A" period) but was entered by the caseworker after the end of the report period, the program code would not extract and report the adoption record in the "B" period.</p> <p>For <u>subsequent AD file reporting</u> since the extraction code only checks on the date of the adoption, it will be included correctly in a subsequent submission. However, it appears the program will incorrectly use the current data rather than the data at the time of the adoption.</p>	<p><u>Program Code - Regular</u> 1) Identify a method to identify adoption records that were entered after the end of a report period in order to include these records in the next regular submission. Options: either flag those that had been submitted or use the discharge transaction date associated with foster care element #56.</p> <p><u>Program Code - Subsequent</u> 1) Modify the program selection code to identify only the information that was in existence at the time of the adoption.</p>	<p><u>Code-R files</u> 1)</p> <p><u>Code-S files</u> 1)</p>	
15	The title IV-E agency extracts all records based on the transaction date of discharge (foster care element #57) or	2	<p><u>Program Code mwfostdz</u> The extraction code contains comments to the effect that transaction dates are used for the</p>	<p><u>Program Code</u> 1) Modify the program code to only use the system-generated transaction date associated with the</p>	<p><u>Code</u> 1)</p>	

AFCARS Assessment Review Improvement Plan: General Requirements
State: Mississippi

No.	Requirement	Rating Factor	Findings	Tasks	Date	Notes
	the date of latest removal (foster care element #21), if the child has not been discharged. (ACYF-PI-CB-95-09, Reissued May 23, 1995 and Technical Bulletin #6, AFCARS Data Extraction)		extraction if they are present and if not, then the custody begin and end dates are used. However, the logic to set the work dates to the custody transaction dates is commented out and the dates are populated only with the in-custody date and the custody end date.	date the caseworker entered the date of discharge.		
21	<p>General Data Quality</p> <p>For data to be considered "quality" it must be accurate, complete, timely, and consistent in definition and usage across the entire IV-E agency and State/Tribal service area. The quality of the AFCARS data is assessed by the agency on a regular and continuous basis in order to sustain a high level of quality data. The agency incorporates AFCARS data into its quality assurance/continuous quality improvement plan. The agency involves staff from every level of the organization, and other stakeholders from outside of the agency.</p>	3	<p>Mississippi has had issues with the collection/reporting of AFCARS data. The State has received detailed AFCARS TA from the NRC-CWDT, as well as TA on managing and analyzing data. The State is making progress towards incorporating changes to become compliant with AFCARS. The State has shown a commitment to the CQI process and CQI staff participated in the AAR. The agency needs to continue building upon what it has started as well as integrating AFCARS tools presented during the review into its CQI process.</p> <p>There are several areas identified in the review of individual elements that requires additional training. One of the findings from the case file review is the inconsistent use of some fields and dates. The agency needs to ensure that all data fields are used consistently in order to have reliable and comparable data.</p> <p>Caseworkers receive training on the system when they begin work with</p>	<p>1) Describe, develop, and implement a method to ensure the accurate and timely entry of the AFCARS data; including but not limited to supervisory oversight and management reports.</p> <p>1a) In the above plan, address how supervisors ensure accurate data entry.</p> <p>2) Describe how the agency will monitor the accuracy of AFCARS data, including completeness of the data and timely entry of the data, over time.</p> <p>3) Describe how the title IV-E agency utilizes management reports and the data in its analyses. Provide brief examples.</p> <p>4) Describe how the agency will incorporate the information collected in AFCARS as part of its monitoring and quality assurance process in order to ensure accuracy of the data.</p> <p>5) Include system and importance of data quality training in the agency's</p>		

AFCARS Assessment Review Improvement Plan: General Requirements
State: Mississippi

No.	Requirement	Rating Factor	Findings	Tasks	Date	Notes
			<p>the agency. System related training should occur on a regular basis.</p> <p>There were cases that were in the review sample that demonstrates a need for increased consistent QA review of the information entered into the system. Data reported to AFCARS in some instances did not properly reflect policy/practice. There needs to be increased supervisory oversight and monitoring to ensure the information entered into MACWIS is done in a timely manner and accurately reflects the activities of the case.</p> <p>There also is not a regular process in place to audit for duplicate cases. It was noted that a case may have been open for some time under two different record numbers before it discovered. The State team also indicated it to be difficult to merge the data once that much time had elapsed and know which record contains the correct information.</p> <p>The State needs to make better use of the AFCARS frequency report in conjunction with the AFCARS Data Quality Utility. The agency also needs to develop more management reports that provide information on AFCARS and if the data makes sense. AFCARS data should also be part of an ongoing</p>	<p>training for staff and include in the State's training plan (in the State's title IV-B, Child and Family Services Plan and Annual Progress and Services Report).</p> <p>5a) What ongoing training exists for caseworkers regarding the information system?</p>		

AFCARS Assessment Review Improvement Plan: General Requirements
State: Mississippi

No.	Requirement	Rating Factor	Findings	Tasks	Date	Notes
			<p>CQI process both for data quality but also as part of the data used to measure the effectiveness of the state's programs.</p> <p>In general, the State is not defaulting to a valid AFCARS value when no information was entered into the system. There are a couple elements though that do have a default that must be corrected.</p> <p>Consider using terminology other than "unable to determine."</p> <p>Additionally, there were some elements (specifically the diagnosed conditions) that require a system modification as well as an extraction code change.</p>			
22	<p>Data Conversion</p> <p>The information system has the capability of recording historical information, as applicable. This primarily applies to closed cases, if the agency did not convert all cases (open and closed), that re-open after conversion, and these cases must be entered into the system.</p> <p>The title IV-E agency transfers historical information on open cases. Specifically, it includes information on: date of first</p>	3	<p>The State did operate a system prior to implementing Mississippi Automated Child Welfare Information System (MACWIS).</p> <p>Based on technical assistance provided by the NRC-CWDT in September, 2007 there were continuing issues with conversion from the legacy system to MACWIS. At the time, 90% of the records indicated only one removal episode. Also, a finding in the NRC-CWDT's report indicates "The program code refers back to the legacy system files for case history, which is acceptable; however, there appear to be defaults if the</p>			

AFCARS Assessment Review Improvement Plan: General Requirements
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No.	Requirement	Rating Factor	Findings	Tasks	Date	Notes
	<p>removal, total number of removals, and whether the child's mother was married at the time of the child's birth. If the case was open at the time of conversion, information on the number of placement settings is included.</p>		<p>information is not found. This is one area that will require further investigation by Mississippi and NRC-CWDT staff.”</p> <p><u>NRC-CWDT TA Report 2/4/2008:</u> State staff indicated not all of this information was converted from the legacy system and that there is not a way to enter this historical information in MACWIS.</p> <p>Review of the program code revealed that there is a check in the code of the legacy system file. If no removal history is found, the total number of removals is set to one.</p> <p><u>Program Code:</u> The Federal team's findings were similar to those of the NRC-CWDT's. The extraction code frequently references a table named AFCARS prior history. This table is referred to in at least one program comment as “legacy” data.</p> <p>The information as to whether the child was previously adopted is one of these elements. Also, removal episodes were not converted and are stored in the table.</p> <p>The agency intends to develop a new statewide case management information system. As part of the planning and development of that system, the agency needs to</p>			

AFCARS Assessment Review Improvement Plan: General Requirements
State: Mississippi

No.	Requirement	Rating Factor	Findings	Tasks	Date	Notes
			determine if they are going to continue maintaining a separate database for the legacy data or if it will be converted to the new system.			

Section 2

Foster Care and Adoption Elements

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

Data Element	Rating	Findings	Tasks	Date	Notes
5. Date of Most Recent Periodic Review (if applicable)	3	<p><u>Data Quality</u> <i>Frequency Report (n=4,807):</i> There is one record with a review in 2005; 14 were in 2011; and 799 (17%) as blank. <i>Case File Review Findings:</i> There were 7 (10%) records that did not match what was reported to AFCARS.</p>	<p>Children’s Bureau will monitor the data for accuracy. See General Requirements (GR) 21.</p>		
6. Date of Birth	3	<p><u>Data Quality</u> <i>Frequency Report (n=4,807):</i> There is one record with 1984 as a year of birth; nine in 1991; 44 in 1992; and, 96 in 1993. <i>Case File Review Findings:</i> There were two records that did not match what was reported to AFCARS.</p>	<p><u>Program Code:</u> See FC 56 and 58 for changes to the program code for the accurate reporting of youth older than 18.</p>		
<p>10. Has the Child Been Clinically Diagnosed with a Disability(ies)?</p> <p>1 = Yes 2 = No 3 = Not Yet Determined</p>	2	<p><u>Screen: Demographics/Medical Conditions</u> 1) The responses to “Has Child Been Diagnosed with a Disability?” are yes and no. 2) There is no link between this section and the Case/Medical section where exams are recorded.</p> <p><u>Program Code: MWFSTDZ</u> 1) The program code identifies a “U” but the system currently does not include this option. (State policy is that an initial health assessment is done within 72 hours of the child’s removal from home and a comprehensive exam is to be within 30 days.) The agency’s data is representing a false “no.” See the case file findings.</p>	<p><u>Screen</u> 1) Verify if the field is preset to “no.” If so, modify the field so that it is preset to blank. 2) Modify the system to consolidate this information into one central location that includes all health information.</p> <p><u>Program Code</u> 1a) Modify the program code to only check for a “U” for report periods prior to the change in options. 1b) Modify the program code and/or the system to determine if the child has not been seen within the specified period of time set by agency policy.</p>	<p><u>Screen</u> 1) 2)</p> <p><u>Code</u> 1a) 1b)</p>	<u>Screen</u>

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

Data Element	Rating	Findings	Tasks	Date	Notes
		<p>2) The program code is not checking for an exam date associated with diagnosed conditions.</p> <p><u>Data Quality</u> <i>Frequency Report (n=4,807):</i> Yes = 459 (10%); No = 4,341 (90%); Not Yet Determined = 0; Not reported = 7 (.15%) <i>Case File Review Findings:</i> There were 33 (49%) records that did not match what was reported to AFCARS. In all cases, the response should have been "yes" instead of "no." There were several records in the sample of children living in a therapeutic setting (foster home, group home, etc.) and there was no information reported to AFCARS for diagnosed conditions.</p>	<p>2) Modify the routine to check for dates associated with a diagnosis compared to an exam date and based on the report period being extracted. If a diagnosis that is reportable to AFCARS is still active as of the end of the report period, set FC10 to "yes."</p> <p><u>Data Quality</u> See General Requirements (GR) 21. Children's Bureau will monitor the data for accuracy.</p>	2)	
<p>11. Mental Retardation 12. Visually or Hearing Impaired 13. Physically Disabled 14. Emotionally Disturbed 15. Other Medically Diagnosed Conditions Requiring Special Care</p> <p>0 = Condition Does Not Apply 1 = Condition Applies</p>	2	<p><u>Screen:</u> Demographics/Medical Conditions 1) See findings for FC10 regarding the linkages of this information to the Case/Medical section.</p> <p>2) There are no date fields for a diagnosis.</p> <p>3) Based on the case file review, there are diagnoses that children in care have that are not listed on the Demographics/Medical Conditions screen. Some of this information is being stored via narrative and not put into the database.</p> <p>3a) There are no options for cognitive developmental delays or other cognitive impairments.</p>	<p><u>Screen</u> 1) See FC10</p> <p>2) Modify the system to include the start and end date of a diagnosed condition.</p> <p>3) Modify the system by adding and/or changing: a) Add cognitive developmental delays and other cognitive impairments.</p>	<p><u>Screen</u> 1)</p> <p>2)</p> <p>3a)</p>	

AFCARS Assessment Review Improvement Plan: Foster Care Elements
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Data Element	Rating	Findings	Tasks	Date	Notes
		<p>3b) There are no specific visual or hearing diagnoses listed. The IEP list includes blindness and deafness.</p> <p>3c) There are no options for developmental delays affecting motor skills.</p> <p><u>Program Code: MWFSTDZ</u></p> <p>1) For elements 11 – 15, there are IEP codes that are not mapped to AFCARS but are relevant diagnoses.</p> <p>2) The program code does not include the following: Conduct Disorder; Bi-polar; Clinical Depression; and, Schizophrenia.</p> <p>3) “Asthma,” “bronchitis” or “sinusitis” are included in the medical record’s respiratory code.</p> <p>4) The options “allergy-drugs,” “allergy-nuts,” “allergy-general,” “allergy-meats” are listed.</p>	<p>b) Evaluate whether the current options for visual and hearing impairment are enough or if workers are recording specific conditions in the narrative fields. If applicable, make changes to include more detailed visual and hearing diagnoses.</p> <p>c) Add conditions reflecting developmental delays affecting motor skills.</p> <p>4) Remove the option “other.”</p> <p><u>Program Code</u></p> <p>1) Modify the program code to check the IEP fields and map conditions to the appropriate AFCARS elements. 1a) Include in the mapping for FC15 Autism and Asperger’s.</p> <p>2) Map the following to FC14: a) Conduct Disorder. b) Bi-polar. c) Clinical Depression. d) Schizophrenia.</p> <p>3a) Map Asthma to FC15 only if it is severe enough to affect activities of daily living. 3b) The conditions bronchitis and sinusitis should not be mapped to AFCARS.</p> <p>4) The following: “allergy-drugs,” “allergy-nuts,” “allergy-general,” “allergy-meats” are not to be reported to AFCARS.</p>	<p>3b)</p> <p>3c)</p> <p>4)</p> <p><u>Code</u></p> <p>1)</p> <p>2a)</p> <p>2b)</p> <p>2c)</p> <p>2d)</p> <p>3a)</p> <p>3b)</p> <p>4)</p>	

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

Data Element	Rating	Findings	Tasks	Date	Notes
		<p>5) If “attention-deficit” or “beh-difiance” is found in the behavior disorder code, they are mapped to FC15. The conditions “attention-deficit” and “beh-difiance” were correctly mapped to FC14.</p> <p>6) The program code is not mapping “seizure disorder,” “fetal alcohol,” and “fetal drug” to FC15.</p> <p>7) “Other” and hepatitis are mapped to FC15.</p> <p><u>Data Quality</u> <i>FC11 Case File Review Findings:</i> There were 5 (7%) records that did not match what was reported to AFCARS. <i>FC14 Case File Review Findings:</i> There were 31 (46%) records that did not match what was reported to AFCARS. <i>FC15 Case File Review Findings:</i> There were 13 (19%) records that did not match what was reported to AFCARS</p>	<p>5) Remove the inclusion of “attention-deficit” and “beh-difiance” from FC15.</p> <p>6) Add the following to FC15: a) Seizure disorder. b) fetal alcohol c) fetal drug.</p> <p>7) Remove “other” and hepatitis from AFCARS reporting.</p>		
<p>16. Has this Child Ever Been Adopted?</p> <p>1 = Yes 2 = No 3 = Unable to Determine</p>	<p>3</p>	<p><u>Data Quality</u> <i>Frequency Report (n=4,807):</i> Yes = 104 (2%); No = 4,283 (89%); Unable to Determine = 412 (9%); Not reported = 8 (.17%) <i>Case File Review Findings:</i> There were 5 (7%) records that did not match what was reported to AFCARS.</p>	<p>See General Requirements (GR) 21.</p> <p>Children’s Bureau will monitor the data for accuracy.</p>		

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Data Element	Rating	Findings	Tasks	Date	Notes
<p>17. If Yes, How Old was the Child when Adoption was Legalized? 0 = Not Applicable 1=less than 2 years old 2=2-5 years old 3=6 to 12 years old 4=13 years or older 5 = Unable to Determine</p>	2	<p><u>Screen: Intake & Demographics</u> 1) The option “unable to determine” can be selected if the response to the question on the screen is “yes” (has child ever been adopted).</p> <p><u>Program Code: MWFOSTDZ</u> The program code does not verify if the response to element #16 is “unable to determine.” Also, see finding for the screen.</p> <p><u>Data Quality</u> <i>Frequency Report (n=4,807):</i> Not applicable = 4,283 (89%); Unable to determine = 10 (.21%); Age categories = 94; Not reported = 420 There is an inconsistency in the numbers reported for this element and FC16. <i>Case File Review Findings:</i> There were 8 (12%) records that did not match what was reported to AFCARS.</p>	<p><u>Screen</u> 1) Modify the field to disable the option “unable to determine” when “yes” is selected for child adopted.</p> <p><u>Program Code</u> 1) The program code must only report “unable to determine” if the response to FC16 is also “unable to determine.”</p>	<p><u>Screen</u> 1)</p> <p><u>Code</u> 1)</p>	
<p>Removal Episodes General items affecting 18-21 and 56 - 58</p>		<p><u>Program Code: MWFOSTRZ</u> 1) The program code is incorrectly linking removal episodes that occur on the same day or the next day after a discharge and considering these as one continuous episode. If there is an actual court order that dismissed the agency’s responsibility for placement and care, then the second episode is a new episode and must be treated as such.</p> <p>2) There are other routines that may need further evaluation to determine if they explain errors found in the case file review and the test deck results. It</p>	<p><u>Program Code</u> 1) Modify the program code to not combine this situation and to report the second event as a new removal.</p> <p>2) Evaluate/modify the section of code that addresses elements 18 – 21 and rewrite.</p>		

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State: Mississippi

Data Element	Rating	Findings	Tasks	Date	Notes
		<p>may be that these routines need to be used to flag the record in error and for a caseworker to research the removal history of the child.</p>			
<p>18. Date of First Removal from Home</p>	<p>2</p>	<p><u>Program Code MWFOSTRZ</u></p> <p>1) If the first-ever removal from home is an episode that was 24-hours or less in duration, the program code incorrectly does include the date of that episode for this element. See GR5 regarding corrections for 24 hour removals.</p> <p>2) If the only placement during the first removal episode was a hospital, the date of that episode is incorrectly selected as the first removal date. See GR1 findings.</p> <p>3) If the only placement during the first removal episode was a locked facility, the date of that episode is incorrectly selected as the first removal date. See findings for GR1.</p> <p>4) If in the first removal the child's initial placement was a hospitalization and the child subsequently enters a foster care setting within the scope of title IV-E, the date of the first removal episode is incorrectly reported as the "custody."</p> <p>5) If in the first removal the child's initial placement was a detention facility and the child subsequently enters a foster care setting within the scope of title IV-E, the date of the first</p>	<p><u>Program Code</u></p> <p>1) Make modifications for the extraction of FC18 per changes in GR5. For multiple removal episodes, if the first removal from home was 24 hours or less, then the program code must report the start date of the next episode that meets the AFCARS removal criteria.</p> <p>2) Modify the program code to ignore the initial removal episode if the only placement was a hospital.</p> <p>3) Modify the program code to ignore the initial removal episode if the only placement was a locked facility.</p> <p>4) Modify the program code to check if the first removal from home began with a hospitalization, and if so, then to report as the date in FC18 the start date of the first foster care placement.</p> <p>5) Modify the program code to check if the first removal from home began with a locked facility, and if so, then to report as the date in FC18 the start date of the first foster care placement.</p>	<p><u>Code</u></p>	<p><u>Program Code</u></p>

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Data Element	Rating	Findings	Tasks	Date	Notes
		<p>removal episode is incorrectly reported as the "custody" date.</p> <p><u>Data Quality</u> <i>Frequency Report (n=4,807):</i> There is a date of first removal of 1988; making the individual 22/23 and not eligible to be in foster care. There are two records with a year of 1993. <i>Case File Review Findings:</i> There were 6 (9%) records that did not match what was reported to AFCARS.</p>			
19. Total Number of Removals from Home To Date	2	<p><u>Program Code MWFOSTRZ</u></p> <p>1) If the current removal date is the same as the discharge date, and the total number of removals is greater than one, the count is reset by subtracting one from the removal total. If the total is zero, then it is reset to one and then the program code checks the custody record.</p> <p>2) If the adjusted removal date (with the in-custody date) the current removal and the first removal dates are the same, but the number of removals is more than one, the program code subtracts 1 to adjust the number of removals. Then it reads the next custody record. When a custody record is found that indicates a new custody episode, the total number of removals is incremented by "1" and the record is not read again.</p> <p>3) In the final editing logic to format the field for output it is reset to "1" if it is still zero. It should be set to blank</p>	<p><u>Program Code</u></p> <p>1) This routine needs to be re-evaluated in context to notes/tasks in the general section for removal episodes (above).</p> <p>2) This routine needs to be re-evaluated in context to notes/tasks in the general section for removal episodes (above).</p> <p>3) This routine needs to be re-evaluated in context to notes/tasks in</p>	<u>Code</u>	<u>Program Code</u>

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Data Element	Rating	Findings	Tasks	Date	Notes
		<p>because there has to have been a custody/placement date in order for the record to be appearing in the AFCARS file. There may actually be other episodes.</p> <p>4) Removal episodes that are less than 24-hours are incorrectly included in the removal count. See the findings for GR5.</p> <p>5) In instances where the child's only living arrangement is a hospital or detention (locked facility) at the time the title IV-B/IV-E agency obtains responsibility for placement and care, the program code incorrectly includes these records in the number of removal episodes.</p> <p><u>Data Quality</u> <i>Frequency Report (n=4,807):</i> There are 4,090 (85%) records with one removal episode. <i>Case File Review Findings:</i> There were 2 (3%) records that did not match what was reported to AFCARS.</p>	<p>the general section for removal episodes (above).</p> <p>4) Modify the program code to exclude from the number of removals episodes that are 24 hours or less.</p> <p>5a) Modify the program code to exclude removal episodes from the number of removals in which the only placement was a hospital.</p> <p>5b) Modify the program code to exclude removal episodes from the number of removals in which the only placement was a locked facility.</p>		
20. Date Child was Discharged from Last Foster Care Episode	2	<p><u>Program Code MWFOSTRZ</u></p> <p>1) If a previous discharge date is found, and it is equal to the current removal date, the date is adjusted by subtracting one day so that it is a day prior to the current removal. If the total number of removals is less than or equal to "1," the discharge from last episode is set to blanks.</p> <p>2) If there was a prior removal episode that was 24-hours or less,</p>	<p><u>Program Code</u></p> <p>1) This routine needs to be re-evaluated in context to notes/tasks in the general section for removal episodes (above).</p> <p>2) Modify the program code to check if the prior removal episode was 24</p>	<u>Code</u>	

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Data Element	Rating	Findings	Tasks	Date	Notes
		<p>and the child later re-enters foster care, the end date of the previous 24-hour episode is incorrectly reported for this element.</p> <p>3) If the child's prior removal episode only contained a placement that was a hospital, the end date of this episode is incorrectly reported for this element.</p> <p>4) If the child's prior removal episode only contained a placement that was a secure setting, the end date of this episode is incorrectly reported for this element. Based on test cases not certain. Can't tell from the code.</p> <p><u>Data Quality</u> <i>Frequency Report (n=4,807):</i> There are 4,090 records reported as blank. <i>Case File Review Findings:</i> There were 3 (5%) records that did not match what was reported to AFCARS</p>	<p>hours or less. Report the discharge date of the most recent prior episode that was not an episode that was 24 hours or less in duration.</p> <p>3) Modify the program code to ignore a previous removal episode if the only placement was a hospital. Use, if applicable, the removal episode prior to that one.</p> <p>4) Modify the program code to ignore a previous removal episode if the only placement was a locked facility. Use, if applicable, the removal episode prior to that one.</p>		
21. Date of Latest Removal from Home	2	<p><u>Program Code MWFOSTRZ</u></p> <p>1) As noted in the general section for removal episodes, there are issues with the routine used to identify dates associated with a removal episode. There is a routine for this element that if no removal date is found the element is set to blanks. This should not occur because if the record was identified as part of the foster care reporting population, then there should be a date.</p> <p>2) If in current removal episode the child is initially placed in a hospital</p>	<p><u>Program Code</u></p> <p>1) This routine needs to be re-evaluated in context to notes/tasks in the general section for removal episodes (above).</p> <p>2) Modify the program code to check if the current removal from home</p>		

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Data Element	Rating	Findings	Tasks	Date	Notes
		<p>then is placed in a foster care setting within the scope of title IV-E, the date of the foster care placement is not correctly reported as the date of the date of removal from home.</p> <p>3) If in the current removal episode the child is initially placed in a detention facility then is placed in a foster care setting within the scope of title IV-E, the date of the foster care placement is incorrectly reported as the date of the removal from home.</p> <p><u>Data Quality</u> <i>Frequency Report (n=4,807):</i> There is a date of latest removal of 1988; making the individual 22/23 and not eligible to be in the AFCARS foster care. <i>Case File Review Findings:</i> There were 5 (7%) records that did not match what was reported to AFCARS.</p>	<p>episode began with a hospitalization, and if so, then report the date in FC21 the start date of the first foster care placement.</p> <p>3) Modify the program code to check if the first current from home began with a locked facility, and if so, then report the date the first foster care placement setting began as the date in FC21.</p>		
<p>22. Removal Transaction Date</p> <p>57. Foster Care Discharge Transaction Date</p>	2	<p><u>Program Code MWFOSTRZ</u> It does not appear that a system generated date is used for FC22.</p> <p><u>Program Code: MWFOSTRZ</u> The foster care discharge date is set to the discharge timestamp, if present, of the discharge record selected for element #56. Otherwise it is set equal to the discharge date. Also, see the findings for GR15.</p>	<p><u>System/Program Code</u> Modify the system to have a single transaction date associated with the date of removal data entry and one for the entry date for the discharge date.</p> <p>Also, see the tasks for GR15.</p>		
<p>Placement Information FC 23, 24, & 41</p>		<p><u>Screen: Case/Placement</u> 1) The type of setting list is very extensive.</p>	<p><u>Screen</u> 1) The agency may want to re-evaluate if it can be broken into smaller lists and by facility type (i.e.,</p>		

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Data Element	Rating	Findings	Tasks	Date	Notes
			<p>don't include foster homes and group homes on the same list).</p> <p>2) The State needs to ensure caseworkers enter all locations of a child (summer camps, respites, runaways, etc.) in the system.</p>		
23. Date of Placement in Current Foster Care Setting	2	<p><u>Program Code MWFOSTRZ</u></p> <p>1) If the current placement is the child's own home, detention for less than a day, a hospital for less than 30 days, runaway, or respite (subsequent to the first placement), it is bypassed. If any of these circumstances is the most recent placement found, the previous placement date will be used for element #23. This routine is only correct for respites.</p>	<p><u>Program Code</u></p> <p>1a) Modify the program code to include placements in the child's home if the agency still has placement and care of the child. FC23 should be the date the child was placed in his/her own home.</p> <p>1b) Modify the program code report the start date of detention (or other locked facility) regardless of the how many days the child is there.</p> <p>1c) Modify the program code to include "runaway" and set FC23 to the day the child ran away.</p> <p>1d) Modify the program code to exclude hospital stays that are 19 days or less.</p> <p>1e) Report the start date of hospitalizations that are more than 19 days.</p> <p>1f) For both a hospitalization and detention, if the child returns to the same provider setting afterward, this is considered a new placement and the date the child entered the placement is used for FC23.</p>		

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Data Element	Rating	Findings	Tasks	Date	Notes
		<p>2) In regard to institutions with several cottages on their campus, the agency may be incorrectly reporting the date for FC23.</p> <p>3) The program code incorrectly reports a new date if the status of a foster care setting changes (e.g., a foster home that becomes a pre-adoptive home).</p> <p><u>Data Quality</u> <i>Frequency Report (n=4,807):</i> There are 124 records missing a placement date. <i>Case File Review Findings:</i> There were 8 (12%) records that did not match what was reported to AFCARS.</p>	<p>1g) For children who were either on runaway or a "trial home visit" return to the same foster care setting they were in, then the original start date of that setting is to be reported to element #23.</p> <p>2) Modify the program code to check if the placement move is to another "cottage" on the same campus, and if so, do not change the date reported in FC23.</p> <p><u>Data Quality</u> Ensure that caseworkers enter the return to the removal home as a placement for those children still in the agency's responsibility for placement and care.</p>		
24. Number of Previous Placement Settings During this Removal Episode	2	<p><u>Program Code: MWFOSTRZ</u></p> <p>1) This element is initialized to zero.</p> <p>2) The program code incorrectly excludes a placement in detention that is for less than a day.</p>	<p><u>Program Code</u></p> <p>1) Modify the program code to initialize this field to blank.</p> <p>1a) Modify the program code to set this element to zero when runaway is the only placement.</p> <p>2) Modify the program code to increment the placement for detention regardless of the length of stay.</p>		

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Data Element	Rating	Findings	Tasks	Date	Notes
		<p>3) The program code excludes hospital stays that are less than 30 days.</p> <p>4) Respite are incorrectly included in the placement count if it is the first placement. See notes in element 41.</p> <p>5) The program code is incorrectly reporting an increase in placements when there was a change in the status of the placement.</p> <p>6) The program code is incorrectly counting moves from one cottage to another. However, if there is a move between two different facility types (i.e., a group home to an institution) then this would be a placement change and is to be counted.</p> <p><u>Data Quality</u> <i>Frequency Report (n=4,807):</i> There are 124 records reported as blank. <i>Case File Review Findings:</i> There were 29 (43%) records that did not match what was reported to AFCARS.</p>	<p>3) Modify the program code to count hospital stays that are for more than 19 days.</p> <p>4) Exclude respite from the number of placements.</p> <p>5) If the foster care setting remains the same but the status of the foster parents, or the facility changes, modify the program code to not count the change.</p> <p>6) Modify the program code to not increment the placement count when the child moves from one "cottage" to another on the same campus.</p>		
<p>25. Manner of Removal from Home for Current Removal Episode</p> <p>1 = Voluntary 2 = Court Ordered 3 = Not Yet Determined</p>	<p>2</p>	<p><u>Program Code: MWFOSTRZ, LNs 1338 – 1992</u></p> <p>1) The program code extracts the most recent removal type code from the child's custody table. The program code extracts the latest of voluntary or court order.</p> <p><u>Data Quality</u> <i>Frequency Report (n=4,807):</i> Voluntary = 16 (.33%); Court Ordered</p>	<p><u>Program Code</u></p> <p>1) Modify the program code to check if the original manner of removal was voluntary. If so, it is to be reported as voluntary even if the agency obtains a court order to maintain care and placement responsibility.</p>		

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Data Element	Rating	Findings	Tasks	Date	Notes
		= 4,791 (99.67%%); Not Yet Determined = 0; Not reported = 0			
<p>Actions or Conditions Associated With Child's Removal 0=Does not Apply 1=Applies</p> <p>#26 Physical Abuse #27 Sexual Abuse #28 Neglect #29 Parent Alcohol Abuse #30 Parent Drug Abuse #31 Child Alcohol Abuse #32 Child Drug Abuse #33 Child Disability #34 Child's Behavior Problem #35 Death of Parent #36 Incarceration of Parent #37 Caretaker Inability to Cope Due to Illness or Other Reasons #38 Abandonment #39 Relinquishment #40 Inadequate Housing</p>	3	<p><u>Screen:</u> Case/Reasons for Services There are sections on this tab for Child Specific; Parent/Caretaker Specific; Family Specific; Maltreatment; and, a section for discussion. There are items listed in the other sections of this screen that could have been present at the time the child was removed from home and been a contributing factor (e.g., exploitation, emotional abuse, and domestic violence).</p> <p><u>Data Quality</u> <i>Frequency Report (n=4,807):</i> There are 195 records reported as blank in each element. <i>Case File Review Findings:</i> Nearly every element had errors identified. These were items identified as contributing factors to the child's removal and placement in foster care.</p>	<p>The agency may want to review all reasons contributing to a child's removal from home and determine if there items that could be added to the screen. Also, there are items now that the agency may want to consider mapping to AFCARS.</p> <p>If an infant enters foster care under the Safe Haven program, indicate "applies" for FC39, relinquishment.</p> <p>Children's Bureau will monitor the data for accuracy.</p>		
<p>41. Current Placement Setting</p> <p>1 = Pre-Adoptive Home 2 = Foster Family Home (Relative) 3 = Foster Family Home (Non-Relative) 4 = Group Home 5 = Institution 6 = Supervised Independent Living</p>	2	<p><u>Program Code MWFOSTRZ</u></p> <p>1) The program code is incorrectly excluding locked placements that are for less than one day.</p> <p>2) The program code is excluding hospital placements that are 30 days or less.</p> <p>3) If a child is placed in a setting that is on a campus, then the actual type of setting is to be reported (i.e., if it is</p>	<p><u>Program Code</u></p> <p>1) Modify the program code to include a locked facility (detention) regardless of the length of stay.</p> <p>2) Modify the program code to check for 19 days instead of 30.</p> <p>3) Modify the program code to report a child's actual placement when the setting is part of a larger facility.</p>		

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Data Element	Rating	Findings	Tasks	Date	Notes
<p>7 = Runaway 8 = Trial Home Visit</p>		<p>a group home or a foster home or an institution).</p> <p>4) There were issues in the method used to identify a “pre-adoptive” home.</p> <p>5) There were several identified issues with the collection of placement information. See the findings document for additional information. One example is “Child-specific,” as a placement type category this is vague.</p> <p>6) It appears from the mapping that ICPC – Incoming are included.</p> <p>7) CO Non Licensed Non-Relative is incorrectly mapped to foster family - relative.</p> <p>8) Interim Placement is mapped to foster family - relative.</p> <p>9) The program code is including respite if it is the first placement but not after other placements.</p> <p>10) There were several settings mapped to “group home” that may actually meet the size requirement for</p>	<p>4) Modify the program code to identify if the foster home is a “pre-adoptive” home.</p> <p>5) Re-evaluate the list and method of recording placements. The agency discussed needed changes to both the system and the extraction code. Make modifications to the system to improve the recording of this information.</p> <p>6) Confirm if this is the case or not.</p> <p>7) Map “CO Non-licensed Non-Relative to “foster home (non-relative).</p> <p>8) The program code needs to check if the person selected is actually a relative to the child. This is applicable for both foster home relative and non-relative.</p> <p>9) If the program code finds that the only setting in a removal episode is respite, it should ignore it and the record should not be included in the population (see GR1). If it is a respite setting, then this is not to be reported to AFCARS as it is a temporary absence from an ongoing placement.</p> <p>10) Verify the size of these facilities to determine how many beds. If there</p>		

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Data Element	Rating	Findings	Tasks	Date	Notes
		<p>“institution” in AFCARS. For example, one was Contract Facility - Non MDHS -- This is vague as to what type of setting it actually is. It is being mapped to “group home.”</p> <p><u>Data Quality</u> <i>Frequency Report (n=4,807):</i> Pre-Adoptive Home = 27 (.56%); Foster Family Home (Relative) = 1,185 (25%); Foster Family Home (Non-Relative) = 1,578 (33%); Group Home = 358 (8%); Institution = 236 (5%); Supervised Independent Living = 24 (.50%); Runaway = 66 (1%); Trial Home Visit = 1,209 (25%); Not reported = 124 (3%) <i>Case File Review Findings:</i> There were 6 (9%) records that did not match what was reported to AFCARS.</p>	<p>are 12 or more beds, map it to institution. If they are 12 beds or less, map it to “group home.”</p>		
<p>42. Is Current Placement Setting Outside of the State or Tribal Service Area?</p> <p>1 = yes 2 = no</p>	<p>2</p>	<p><u>Program Code: MWFOSTRZ</u> 1) The program code will default to “no” if information is not found for an address.</p> <p><u>Data Quality</u> <i>Frequency Report (n=4,807):</i> Yes = 297 (6%); No = 4,386 (91%); Not reported = 124 (3%) <i>Case File Review Findings:</i> There was 1 record that did not match what was reported to AFCARS.</p>	<p><u>Program Code</u> 1) Modify the program code to map this element to blank if an address is not found.</p>		
<p>43. Most Recent Case Plan Goal</p> <p>1 = Reunify with Parent(s) or Principal caretaker(s)</p>	<p>2</p>	<p><u>Program Code MWFOSTRZ</u> 1) The goals Living independently and APPLA are mapped to emancipation.</p>	<p><u>Program Code</u> 1) Modify the program code and the system so that the goals for living independently and APPLA are only mapped to emancipation if the child</p>		

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Data Element	Rating	Findings	Tasks	Date	Notes
<p>2 = Live with Other Relative(s) 3 = Adoption 4 = Long-term Foster Care 5 = Emancipation 6 = Guardianship 7 = Case Plan Goal Not Yet Established</p>		<p>2) If a plan is not found, this element is set to blank. If the number of days since the child was removed from home is less than 30 days, this element is set to "case plan goal not yet established." There may be problems with this routine based on the case file and test deck findings.</p> <p><u>Data Quality</u> <i>Frequency Report (n=4,807):</i> Reunify = 2,995 (62%); Live With Other Relative(s) = 234 (5%); Adoption = 1,001 (21%); Long-Term Foster Care 17 (.35%); Emancipation = 290 (6%); Guardianship = 88 (2%); Case Plan Goal Not Yet Established = 26 (.54%); Not reported = 156 (3%) <i>Case File Review Findings:</i> There were 5 (7%) records that did not match what was reported to AFCARS.</p>	<p>has a permanent connection to an adult.</p> <p>2) Evaluate the logic to determine if it is actually reporting this element blank for those cases in which a goal was not established within 30 days of a child's removal from home.</p>		
<p>Principal Caretaker(s) Information 44. Caretaker Family Structure</p> <p>1 = Married Couple 2 = Unmarried Couple 3 = Single Female 4 = Single Male 5 = Unable to Determine</p>	<p style="text-align: center;">2</p>	<p><u>Screen: Court/Custody Tab</u> 1) The screen "Relationship" (see FC45) has a tab "People" and it lists members in the case and household and their relationship to one another. It does not include a marital status.</p> <p><u>Program Code MWFSTDZ</u> The program code maps the State's marital status values to the AFCARS values. There could be errors if the fields checked relate to the parents instead of the caretakers from whom the child was removed and they are someone other than the parents. See the Findings document for more information related to the screens.</p>	<p><u>Screen</u> 1) Clarify who are the individuals whose marital status is entered on the court screen?</p> <p>1a) Clarify how these screens and the individuals are linked.</p>		

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		<p><u>Data Quality</u> <i>Frequency Report (n=4,807):</i> Married Couple = 1,097 (23%); Unmarried Couple = 645 (13%); Single Female = 2,747 (57%); Single Male = 316 (7%); Unable to Determine = 2 (.04%); Not reported = 0 <i>Case File Review Findings:</i> There was 1 record that did not match what was reported to AFCARS.</p>			
45. Year of Birth (1 st Principal Caretaker)	2	<p><u>Screen:</u> Case/Relationship/People This screen lists members in the case and household and their relationship to one another. It does not appear to be linked to the screen used to enter the caretaker's marital status. That screen appears to be related to the child's parents.</p> <p><u>Program Code: MWFOSTRZ</u> 1) As noted for the screen findings in both FC44 and 45, it is possible that the person entered as "head of household" is not the same individual whose marital status is entered for the caretaker at the time of the removal. The code includes a check for the mother but the child may have been removed from relatives and so this part of the code would report the wrong person's date of birth.</p> <p>2) If nothing is found, or the value of element #44, is single male the field is set to blank. If the marital status in FC44 is a single individual, whether male or female, the person's year of birth is to be reported for FC45.</p>	<p><u>Screen</u> 1) See FC44.</p> <p><u>Program Code</u> 1) See tasks in FC44. Address and make changes as needed to this element to ensure the correct person's year of birth is reported.</p> <p>2) Modify the program code to report a year of birth for this field regardless of the gender/marital status reported in FC49.</p>		

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Data Element	Rating	Findings	Tasks	Date	Notes
		<p><u>Data Quality</u> <i>Frequency Report (n=4,807):</i> There are 34 records with no year of birth. There should only be 2 based on the frequencies in FC44. <i>Case File Review Findings:</i> There were 5 (7%) records that did not match what was reported to AFCARS. In four error cases either a wrong person's year was reported or the wrong year was entered.</p>			
<p>46. Year of Birth (2nd Principal Caretaker - if applicable)</p>	2	<p><u>Program Code: MWFOSTRZ</u> 1) As noted in FC45, the routine for this element includes a check for the father but the child may have been removed from relatives and so this part of the code would report the wrong person's date of birth. 2) As noted in FC45 the program code is checking for a gender for these elements. If the value of element #44 is single female, the field is set to blank. If the marital status in FC44 is either single male or female, FC46 is to be left blank. <u>Data Quality</u> <i>Frequency Report (n=4,807):</i> There are 1,667 records reported with a year of birth. There should be 1,742 based on the frequencies in FC44 for married and unmarried couples. There are 3,140 records with no year of birth. <i>Case File Review Findings:</i> There were 4 (6%) records that did not match what was reported to AFCARS.</p>	<p><u>Program Code</u> 1) See tasks in FC44. Address and make changes as needed to this element to ensure the correct person's year of birth is reported. 2) Modify the program code to set this element to blank if the marital status of the caretaker is single.</p>		

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Data Element	Rating	Findings	Tasks	Date	Notes
		As in FC45, the wrong person's year of birth was reported to AFCARS.			
47. Date of Mother's Parental Rights Termination (if applicable)	2	<p><u>Program Code: MWFOSTRZ</u></p> <p>1) The program code does not check for a deceased date.</p> <p>2) Also, note the case file review findings. The program code is incorrectly extracting the individual whose parental rights were terminated prior to a child's adoption.</p> <p>3) The extraction code reads the TPR history file for the most recent record found where the termination date is not greater than the reporting period and the parent type code is "adoptive-mother," "legal-mother," "biological-mother" or "putative-mother." There could be an issue with this approach if the field on the system is gender specific, or if the program code treats it as being gender specific.</p> <p><i>Case File Review Findings:</i> There were 7 (10%) records that did not match what was reported to AFCARS. In one, a deceased date was not reported.</p>	<p><u>Program Code</u></p> <p>1) Modify the program code to check for a deceased date and report it if present.</p> <p>2) Modify the program code to check for the current legal parents.</p> <p>3) Identify a process that will address the issue of the program code/system being gender specific.</p>		
48. Date of Legal or Putative Father's Parental Rights Termination (if applicable)	2	<p><u>Program Code: MWFOSTRZ</u></p> <p>1) The extraction code reads the TPR history file for the most recent record where the termination date is not after the end of the report period and the parent type code is "adoptive-father," "legal-father," "biological-father" or "putative-father." If no value is found</p>	<p><u>Program Code</u></p> <p>1) Identify a process that will address the issue of the program code/system being gender specific.</p>		

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Data Element	Rating	Findings	Tasks	Date	Notes
		<p>the field is left blank. There could be an issue with this approach if the field on the system is gender specific, or if the program code treats it as being gender specific.</p> <p>2) The program code is incorrectly extracting the individual whose parental rights were terminated prior to a child's adoption.</p> <p>3) The program code does not check for a deceased date.</p> <p><i>Case File Review Findings:</i> There were 7 (10%) records that did not match what was reported to AFCARS.</p>	<p>2) Modify the program code to check for the current legal parents.</p> <p>3) Modify the program code to check for a deceased date and report it if present.</p>		
<p>49. Foster Family Structure</p> <p>0=Not Applicable 1 = Married Couple 2 = Unmarried Couple 3 = Single Female 4 = Single Male</p>	3	<p><u>Program Code: MWFOSTRZ</u></p> <p>1) In the second routine executed if no information is found will check the specific expense code associated with the placement. If it is "9290" (child specific) or "9385" (interim placement) the assessment home member record is read for a role of "primary" or "secondary." The foster family structure is mapped based on: > If element #50 is greater than spaces, #49 is mapped to "1." > Otherwise, if the gender code is "1" (male) FC49 is mapped to "single male," and if "2" (female) it is mapped to "single female." > There is no logic to set to "unmarried couple" in this particular routine.</p> <p>If the placement expense code is "9280" (ICPC outgoing) the child's ICPC outgoing record is read and if</p>	<p><u>Program Code</u></p> <p>1) These routines need to be revised or commented out of the code. The response to FC49 cannot be derived on the responses to FC50 – 53.</p>		

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		<p>found with a valid person number and the ICPC start date is not greater than the report period end date, the ICPC person id is used to read their person table for elements #50, 52 and 53 only. The foster family structure is mapped "married couple" if data is found. If the foster family structure code is still blank at this point exception processing is done to generate error messages and the field is left blank.</p> <p><u>Data Quality</u> <i>Frequency Report (n=4,807):</i> Not applicable = 1,893 (39%); Married Couple = 1,415 (29%); Unmarried Couple = 9 (.19%); Single Female = 822 (17%); Single Male = 59 (1%); Not reported = 609 (13%) There are 1,893 records reported in FC41 that reflect a non-foster home setting. The amount reported for "not applicable" matches that number. However, there should not be 609 records missing a marital status. It seems that the missing information is on relatives that are not licensed as providers.</p> <p><i>Case File Review Findings:</i> There were 5 (7%) records that did not match what was reported to AFCARS.</p>	<p><u>Data Quality</u> 1) The agency needs to ensure that information on relatives, whether licensed or not, is entered into the system. 2) Children's Bureau will monitor the data for accuracy.</p>		
50. Year of Birth (1 st Foster Caretaker)	3	<p><u>Data Quality</u> <i>Frequency Report (n=4,807):</i> There are 2,304 (47%) records with a year of birth. There are 1,893 records reported in FC41 that reflect a non-foster home setting but there are 2,</p>	<p>1) The agency needs to ensure that information on relatives, whether licensed or not, is entered into the system.</p>		

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		<p>503 records reported as blank for FC50. As noted above in FC49, these may be the records of unlicensed relative foster homes.</p> <p><i>Case File Review Findings:</i> There were 3 (4%) records that did not match what was reported to AFCARS. In the error cases, no information was reported to AFCARS. In each case, the child was placed with a relative. In one instance, the reviewer noted the home was an “unlicensed relative.”</p>	<p>2) Children’s Bureau will monitor the data for accuracy.</p>		
51. Year of Birth (2 nd Foster Caretaker)	3	<p><u>Data Quality</u> <i>Frequency Report (n=4,807):</i> There are 1,406 (29%) records with a year of birth. There are 3,401 records reported as blank. In FC49 there were 1,424 records reported as a married or unmarried couple. As noted above in FC49, these may be the records of unlicensed relative foster homes.</p> <p><i>Case File Review Findings:</i> There were 3 (4%) records that did not match what was reported to AFCARS. In the error cases, no information was reported to AFCARS. In each case, the child was placed with a relative. In one instance, the reviewer noted the home was an “unlicensed relative.”</p>	<p>1) The agency needs to ensure that information on relatives, whether licensed or not, is entered into the system.</p> <p>2) Children’s Bureau will monitor the data for accuracy.</p>		
52. Race of 1 st Foster Caretaker	3	<p><u>Screen:</u> Resource/Foster Home Study/HH Members There is a field for race but it appears to be a single field.</p>	<p><u>Screen</u> 1) Clarify if this is a multi-select field or if it is populated from another</p>		

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Data Element	Rating	Findings	Tasks	Date	Notes
<p>54. Race of 2nd Foster Caretaker (if applicable)</p> <p>a. American Indian or Alaska Native</p> <p>b. Asian</p> <p>c. Black or African American</p> <p>d. Native Hawaiian or Other Pacific Islander</p> <p>e. White</p> <p>f. Unable to Determine</p>		<p><u>Data Quality</u></p> <p><i>FC52 Frequency Report (n=4,807):</i> There are six records reported as having two or more races selected. There are 2,505 (52%) records with no race information. There are only 1,893 records reported in FC41 that reflect a non-foster home setting. As previously noted, it is likely that information on unlicensed relative placements is not being entered into the system.</p> <p><i>FC52 Case File Review Findings:</i> There were 3 (4%) records that did not match what was reported to AFCARS. In the error cases, no information was reported to AFCARS. In each case, the child was placed with a relative.</p> <p><i>FC54 Frequency Report (n=4,807):</i> There are no records reported as having two or more races selected. There are 3,401 (52%) records with no race information. There are 1,893 records reported in FC41 that reflect a non-foster home setting and 881 records reported as a single female or male in FC49 (2,774 records that should be blank). As in the prior elements, there are approximately 627 records that are blank that should not be. As previously noted, it is likely that information on unlicensed relative placements is not being entered into the system.</p> <p><i>FC54 Case File Review Findings:</i> There were 3 (4%) records that did not match what was reported to</p>	<p>source. Explain the purpose of the race field on the Resource screen.</p> <p><u>Data Quality</u></p> <p>1) The agency needs to ensure that information on relatives, whether licensed or not, is entered into the system.</p> <p>2) Children's Bureau will monitor the data for accuracy.</p>		

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		AFCARS. In the error cases, no information was reported to AFCARS. In each case, the child was placed with a relative. Also, several records could not be verified due to incomplete files provided to the review team.			
<p>53. Hispanic or Latino Ethnicity of 1st Foster Caretaker</p> <p>0 = Not Applicable 1 = Yes 2 = No 3 = Unable to Determine</p>	3	<p><u>Screen:</u> Resource/Foster Home Study/HH Members There is not a field for the Hispanic ethnicity on this screen. Based on the program code, it appears the data are entered on the person screen and extracted from there.</p> <p><u>Data Quality</u> <i>Frequency Report (n=4,807):</i> Not Applicable = 1,893 (39%); Yes = 36 (.75%); No = 2,039 (42%); Unable to determine = 222 (5%); Not reported = 617 (13%) There are 1,893 records reported in FC41 that reflect a non-foster home setting. The amount reported for “not applicable” matches that number. The missing information most likely is for unlicensed relative placements. <i>Case File Review Findings:</i> There were 3 (4%) records that did not match what was reported to AFCARS. In the error cases, no information was reported to AFCARS. In each case, the child was placed with a relative.</p>	<p><u>Screen</u> 1) Clarify if the information is entered on this screen or populated from another source. Explain the purpose of the field on the Resource screen.</p> <p><u>Data Quality</u> 1) The agency needs to ensure that information on relatives, whether licensed or not, is entered into the system. 2) Children’s Bureau will monitor the data for accuracy.</p>		
<p>55. Hispanic or Latino Ethnicity of 2nd Foster Caretaker (if applicable)</p> <p>0 = Not Applicable</p>	2	<p><u>Screen:</u> Resource/Foster Home Study/HH Members See the notes for FC53.</p> <p><u>Program Code:</u> MWFOSTRZ</p>	<p><u>Program Code</u></p>		

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<p>1 = Yes 2 = No 3 = Unable to Determine</p>		<p>1) There is no program code to set this element to “not applicable” when the marital status of the foster parent is single.</p> <p><u>Data Quality</u> <i>Frequency Report (n=4,807):</i> Not Applicable = 1,893 (39%); Yes = 27 (.56%); No = 1,218 (25%); Unable to determine = 161 (3%); Not reported = 1,508 (31%) There are 1,893 records reported in FC41 that reflect a non-foster home setting and there 881 records reported in FC49 as either a single female or male. Of the 1,508 records reported as blank, 881 records should have indicated “not applicable.” The remaining missing information most likely is for unlicensed relative placements.</p> <p><i>Case File Review Findings:</i> There were 15 (22%) records that did not match what was reported to AFCARS. In the error cases, no information was reported to AFCARS. In 12 error cases no information was reported to AFCARS but the response should have been “not applicable;” the child was placed with a foster parent that is single. In the remaining error cases, the child was placed with a relative.</p>	<p>1) Modify the program code to set this element to “not applicable” when the marital status in FC49 is single.</p>		
<p>56. Date of Discharge from Foster Care</p>	<p>2</p>	<p><u>Program Code MWFOSTRZ</u> 1) The program code sets the discharge date for records with a living arrangement (FC41) of “trial home visit” at six months, unless there is a dismissal of custody prior to</p>	<p><u>Program Code</u> 1) Modify the program code by commenting out the check against six months.</p>		

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		<p>six months. Since the agency has to review the case after 90 days, this section of the program code must be removed.</p> <p>As noted in GR item 13, the extraction code does not properly identify information for a “subsequent” file. The test case results also indicated there is an issue with the reporting of subsequent files as it relates to this element.</p> <p><u>Data Quality</u> <i>Case File Review Findings:</i> There were 18 (27%) records that did not match what was reported to AFCARS. The errors were with records of youth 18 and older. The young person either turned 18 in the current report period or in a prior report period and the response in element #59 (title IV-E foster care) was “does not apply.”</p>	<p>1a) Modify the program code to enter the actual date of discharge that reflects when the agency no longer has responsibility for placement and care.</p> <p>2) If the agency is submitting a subsequent file and there is a discharge date that occurred in that report period, even if the transaction date is in the next report period the discharge information is to be include in the subsequent file. This does not alter the reporting of a regular file in which the date of discharge was entered late (i.e., occurred in the A period but was not entered until the B period, or later).</p>		
<p>58. Reason for Discharge</p> <p>0 = Not Applicable 1 = Reunification with Parent(s) or Primary Caretaker(s) 2 = Living with Other Relative(s) 3 = Adoption 4 = Emancipation 5 = Guardianship 6 = Transfer to Another Agency 7 = Runaway 8 = Death of Child</p>	<p>2</p>	<p><u>Program Code: MWFOSTRZ</u></p> <p>1) There is no logic to set this element to “not applicable” for children who have not been discharged.</p> <p>2) It appears as if the program code checks for the reason a placement ends and not the legal outcome reflected in the court order dismissing the agency of placement and care responsibility. If there is a field on the legal screen that reflects the reason the court order is dismissed, then that is the reason that is to be reported to this element.</p>	<p><u>Program Code</u></p> <p>1) The program code needs to be modified to map open foster care cases to “not applicable.”</p> <p>2) Review the method used to determine that discharge reasons reflect the legal outcome.</p>		

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		<p><u>Data Quality</u> <i>Frequency Report (n=4,807):</i> Not Applicable = 0; Reunification = 637 (13%); Living with Other Relative(s) = 137 (3%); Adoption = 191 (4%); Emancipation = 38 (.79%); Guardianship = 45 (.94%); Transfer to Another Agency = 8 (.17%); Runaway = 11 (.23%); Death of Child = 3 (.06%); Not reported = 3,737 (78%) <i>Case File Review Findings:</i> There were 54 (79%) records that did not match what was reported to AFCARS. The majority of the errors were due to the record reported as blank instead of “not applicable” because the child was still in foster care. The other errors were with records of youth 18 and older.</p>			
<p>Source(s) of Federal Financial Support/assistance for Child</p> <p>59. Title IV-E (Foster Care)</p>	<p style="text-align: center;">2</p>	<p><u>Program Code: MWFOSTRZ</u> 1) This element is set to “applies” if a record is found for the child on the State financial table where the funding source is “IVE,” “CWS,” “FAS” or “SAS.” 2) The routine checks that the pay date is within the reporting period 3) The routine checks for “underpayment.”</p>	<p><u>Program Code</u> 1) The State needs to clarify what the funding source “child welfare services” represents. If these are State funds, then this value should not be included in this element. 2) The program code must be modified to check if the child was determined eligible for title IV-E within the last month of the report period. If so, this element must be set to “applies” even if the payment to the foster care provider does not occur until the next month (next report period). 3) Modify the program code to remove the check for underpayments.</p>		

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Data Element	Rating	Findings	Tasks	Date	Notes
		<p><u>Data Quality</u> <i>Frequency Report (n=4,807):</i> Does not apply = 3,654 (76%); Applies = 1,153 (2%) <i>Case File Review Findings:</i> There was 3 records that did not match what was reported to AFCARS. It appears in these cases the response should have been “does apply.”</p>			
60. Title IV-E (Adoption Assistance)	2	<p><u>Program Code: MWFOSTRZ</u> 1) The program code sets this element to “applies” if a record is found for the child on the State financial table where the funding source is “IVE,” “CWS,” “FAS” or “SAS.” 2) The routine checks for “underpayment.”</p> <p><u>Data Quality</u> <i>Frequency Report (n=4,807):</i> Does not apply = 4,765 (99%); Applies = 92 (2%) <i>Case File Review Findings:</i> There were 2 records that did not match what was reported to AFCARS. The response should have been “applies” instead of “does not apply.”</p>	<p><u>Program Code</u> 1) Modify the program code to only check for IV-E. Remove the codes “SAS” and “CWS.” 2) Modify the program code to remove the check for underpayment.</p>		
61. Title IV-A	2	<p><u>Program Code: MWFOSTRZ</u> 1) The approach used to extract this information may identify TANF payments that occurred prior to a child’s removal from home and placement into foster care.</p> <p><u>Data Quality</u></p>	<p><u>Program Code</u> 1) Modify the program code to check if title IV-A is a source of income after the child enters foster care.</p>		

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

Data Element	Rating	Findings	Tasks	Date	Notes
		<p><i>Frequency Report (n=4,807): Does not apply = 4,715 (98%); Applies = 42 (1%)</i></p> <p><i>Case File Review Findings: There was 1 record that did not match what was reported to AFCARS. The response should have been “does not apply.”</i></p>			
62. Title IV-D (Child Support)	2	<p><u>Program Code: MWFOSTRZ</u> 1)</p> <p><u>Data Quality</u> <i>Frequency Report (n=4,807): Does not apply = 4,556 (95%); Applies = 251 (5%)</i></p> <p><i>Case File Review Findings: There was 1 record that did not match what was reported to AFCARS. The response should have been “applies.”</i></p>	<p><u>Program Code</u> 1) The code needs to be modified by adding a check to see if the amount is greater than zero and is within the report period.</p>		
63. Title XIX (Medicaid)	2	<p><u>Program Code: MWFOSTRZ</u> 1) The state indicated this may be under reported.</p> <p><u>Data Quality</u> <i>Frequency Report (n=4,807): Does not apply = 1,276 (27%); Applies = 3,531 (73%)</i></p> <p><i>Case File Review Findings: There was 1 record that did not match what was reported to AFCARS. The response should have been “applies.”</i></p>	<p><u>Program Code</u> 1) Re-evaluate the program code and ensure that CHIP is also being included.</p>		
64. SSI or Other Social Security Benefits	2	<p><u>Program Code: MWFOSTRZ</u> 1) The program code does not check for an amount and if the benefit is within the report period.</p> <p><u>Data Quality</u></p>	<p><u>Program Code</u> 1) The code needs to be modified by adding a check to see if the amount is greater than zero and is within the report period.</p>		

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

Data Element	Rating	Findings	Tasks	Date	Notes
		<p><i>Frequency Report (n=4,807): Does not apply = 4,555 (95%); Applies = 252 (5%)</i></p> <p><i>Case File Review Findings: There were 7 records that did not match what was reported to AFCARS. The response should have been “applies.”</i></p>			
65. None of the Above	2	<p><u>Program Code: MWFOSTRZ</u></p> <p>1) After processing all the financial elements it does a final check. If #59 through 62 and #64 through 66 are all zeroes, element #65 is set to “applies.”</p> <p><u>Data Quality</u></p> <p><i>Frequency Report (n=4,807): Does not apply = 3,809 (79%); Applies = 998 (21%)</i></p> <p><i>Case File Review Findings: There were 2 records that did not match what was reported to AFCARS. In one error case the response should have been “applies” instead of “does not apply.” This was in addition to other sources that applied in FC59 - 64. In one error case the response should have been “does not apply” instead of “applies.”</i></p>	<p><u>Program Code</u></p> <p>1) The edit check should be checking if FC59 - 64 are zeroes and do not include FC66 in the check.</p> <p>2) The code needs to be modified by adding a check to see if the amount is within the report period.</p>		
66. Amount of Monthly Foster Care Payment	2	<p><u>Program Code: MWFOSTRZ</u></p> <p>This field is initialized to zeroes prior to processing. The extraction code then adds up all amounts it finds on the State financial table for the child for a full month period where the transaction dates and amount are greater than zeroes, the transaction type is “B,” the record type is “regular”</p>	<p><u>Program Code</u></p> <p>1) Modify the program code to not include underpayments.</p>		

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Data Element	Rating	Findings	Tasks	Date	Notes
		or "underpayment" and the pay date is less than the report period end date.			

AFCARS Assessment Review Improvement Plan: Adoption Elements
State: Mississippi

Data Element	Rating	Findings	Tasks	Date	Notes
Private Agency Adoptions	TBD	There is information that is required in the adoption element file that the agency is not collecting on children adopted through a private agency (excluding those under contract with the State). The agency will need to develop a means to ensure this information is obtained from the private agency and recorded in MACWIS. The rating factors do not reflect this finding. This will be a task in the agency's adoption element improvement plan. Elements will be re-evaluated during the Improvement Plan Phase and the ratings changed based on changes that are required to the system.	TBD		
9. Has the title IV-E agency determined that the child has special needs? 1=Yes 2=No	3	<u>Screen:</u> Eligibility On the screen there is a tab Adoption Worker Determination. <u>Data Quality</u> <i>Frequency Report (n=188):</i> Yes = 183; No = 5; Not reported = 0	Children's Bureau will monitor the data for accuracy.		
10. Primary Factor or Condition for Special Needs 0=Not applicable 1=Racial/Ethnic Background 2=Age 3=Membership in a Sibling Group 4=Medical conditions or Mental, Physical or Emotional Disabilities 5=Other	2	<u>Screen:</u> Eligibility 1) There is no means to identify the factor that posed the biggest barrier to the child's adoption. All criteria that are applicable are checked. 2) The State team indicated they no longer have race/ethnicity as an eligibility criterion. However, there are records reported as race being the primary barrier to adoption. <u>Data Quality</u> <i>Frequency Report (n=188):</i> Not applicable = 5 (3%); Racial/Ethnic	<u>Screen</u> 1) Modify the system by adding a field or some method to identify the primary factor for special needs. 2) Modify the options to be in line with eligibility criteria. The agency may want to combine or link these two.		

AFCARS Assessment Review Improvement Plan: Adoption Elements
State: Mississippi

Data Element	Rating	Findings	Tasks	Date	Notes
		<p>Background = 46 (25%); Age = 3 (25); Sibling group = 32 (17%); Medical = 102 (54%); Other = 0; Not reported = 0</p> <p><i>Case File Review Findings:</i> There were 11 records that did not match what was reported to AFCARS. As noted in the extraction code notes, this element is not set based on a worker's judgment.</p> <p><u>Program Code: MWADOPDZ</u> The program code and not the caseworker is determining the child's significant barrier to adoption. The table containing the special needs codes is searched and the first valid AFCARS value found is mapped to this element.</p> <p>The mapping is: racial-ethnic-factors and at-risk-med-hist are set to "1;" "age-6-or-older" maps to "2," "sibling-groups-2-or-more map to "3," and any of the five medical conditions listed on the screen are mapped to "4."</p> <p>If after this process the value of element #9 is blank, then the special needs basis is set to "0" (not applicable).</p> <p>The program code must be modified to map the option of "at- risk med History/background" to "other."</p> <p>Once the system has been modified to include a means to identify the primary</p>			

AFCARS Assessment Review Improvement Plan: Adoption Elements
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Data Element	Rating	Findings	Tasks	Date	Notes
		factor, the program code will need to be revised.			
11. Mental Retardation 12. Visually or Hearing Impaired 13. Physically Disabled 14. Emotionally Disturbed 15. Other Medically Diagnosed Conditions Requiring Special Care 0 = Condition Does Not Apply 1 = Condition Applies	2	<p><u>Program Code: MWADOPDZ</u> 1) As in foster care, there may be issues with mapping for these elements.</p> <p><u>Data Quality</u> <i>Case File Review Findings:</i> The findings were reflective of the errors found in AD10. There was one case though in which the child also had a diagnosis of pervasive developmental disorder. No additional information was noted so elements 11 and 13 were not marked as errors. There were errors as well that may either be mapping errors or incorrect data entry due to selecting the wrong category.</p>	<p><u>Program Code</u> 1) Make same mapping changes as needed per foster care findings.</p> <p>2) Review and compare to the information found in AFCARS Technical Bulletin #2.</p> <p>3) Map the following to AD14: a) Attention Deficit Disorder. b) Conduct Disorder. c) Bi-polar. d) Clinical Depression. e) Schizophrenia.</p>		
16. Mother's Year of Birth 17. Father's Year of Birth	2	<p><u>Screen: Case/Child Evaluation</u> 1) Based on discussions with the state team and the purpose of this screen, it was determined that this is not the appropriate screen to use for the extraction of this data.</p> <p><u>Program Code: MWADOPTZ</u> The program code is only getting the birth parent and not the legal parent's year of birth.</p> <p><u>Data Quality</u> <i>AD16 Case File Review Findings:</i> There was 1 record that did not match what was reported to AFCARS. <i>AD17 Case File Review Findings:</i> There were 2 records that did not match what was reported to AFCARS.</p>	<p><u>Program Code</u> 1) Modify the program code to use the information entered on the person screen. This will ensure also that the information on a legal parent is correctly reported.</p>		

AFCARS Assessment Review Improvement Plan: Adoption Elements
State: Mississippi

Data Element	Rating	Findings	Tasks	Date	Notes
19. Date of Mother's Termination of Parental Rights	2	<p><u>Screen: Court</u> The agency does collect the TPR information from private agency adoptions.</p> <p><u>Program Code: MWADOPTZ</u> 1) The program code does not check for a deceased date.</p> <p><u>Data Quality</u> <i>Case File Review Findings:</i> There was 1 record that did not match what was reported to AFCARS.</p>	<p><u>Program Code</u> 1) Modify the program code to include the deceased date</p> <p>2) Make modifications per changes in FC47.</p>		
20. Date of Father's Termination of Parental Rights	2	<p><u>Screen: Court</u> The agency does collect the TPR information from private agency adoptions.</p> <p><u>Program Code: MWADOPTZ</u> 1) The program code does not check for a deceased date.</p>	<p><u>Program Code</u> 1) Modify the program code to include the deceased date</p> <p>2) Make modifications per changes in FC48.</p>		
26. Adoptive Mother's Hispanic Origin 0=Not Applicable 1=Yes 2=No 3=Unable to determine	2	<p><u>Program Code: MWADOPTZ</u> 1) This element is not set to "not applicable" when the adoptive parent is a single male.</p> <p><u>Data Quality</u> <i>Frequency Report (n=188):</i> There were no records reported as "not applicable." There should have been two based on the number of records reported with a marital status of "single male" in element 22.</p> <p><i>Case File Review Findings:</i> There was 1 record that did not match what was reported to AFCARS. The response should have been "not applicable"</p>	<p><u>Program Code</u> 1) Modify the program code to set this element to "not applicable" when a child is adopted by a single male.</p>		

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Data Element	Rating	Findings	Tasks	Date	Notes
		instead of being left blank. The child was adopted by a "single male."			
<p>28. Adoptive Father's Hispanic Origin</p> <p>0=Not Applicable 1=Yes 2=No 3=Unable to determine</p>	2	<p><u>Program Code: MWADOPTZ</u> 1) This element is not set to "not applicable" when the adoptive parent is a single female.</p> <p><u>Data Quality</u> <i>Frequency Report (n=188):</i> There were no records reported as "not applicable." There should have been 49 based on the number of records reported with a marital status of "single female" in element 22.</p> <p><i>Case File Review Findings:</i> There were 8 records that did not match what was reported to AFCARS. The response should have been "not applicable" instead of being left blank. The child was adopted by a "single female."</p>	<p><u>Program Code</u> 1) Modify the program code to set this element to "not applicable" when a child is adopted by a single female.</p>		
<p>29. Relationship to Adoptive Parent-Stepparent 30. Relationship to Adoptive Parent -Other Relative 31. Relationship to Adoptive Parent -Foster Parent 32. Relationship to Adoptive Parent -Other Non-relative</p> <p>0 = Does not Apply 1 = Applies</p>	2	<p><u>Screen: Eligibility/ /Adoptive Parent tab</u> 1) There is field Relation that has a drop-down list.</p> <p>2) The program code appears to be using a different field than the one noted above.</p> <p><u>Program Code: MWADOPTZ</u> 1) These elements are set from either the case person table head of household used to read the person relationship code or values found on the AFCARS parent information table.</p>	<p><u>Screen</u> 1) Provide a copy of the screen with the drop-down list.</p> <p>2) Confirm which screen/fields are being used to collect this information; provide copies as appropriate.</p> <p><u>Program Code</u> 1) Depending on results of assessment in Screen items 1 and 2, make modifications as appropriate to extract the information from the correct fields.</p>		

AFCARS Assessment Review Improvement Plan: Adoption Elements
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Data Element	Rating	Findings	Tasks	Date	Notes
		<p>2) The extraction routine does not report all relationships between the child and adoptive parent (see case file findings for AD30 and 31 specifically).</p> <p><u>Data Quality</u> <i>AD 30 Case File Review Findings:</i> There were 8 records that did not match what was reported to AFCARS. The relatives were also a foster parents. <i>AD31 Case File Review Findings:</i> There were 2 records that did not match what was reported to AFCARS. The response should have “applies” instead of “does not apply.” In one case none of the relationships were marked as being applicable (the foster parent was not related to the child as well). In the other case, the foster parent was also a relative of the child. <i>AD32 Case File Review Findings:</i> There were 16 records that did not match what was reported to AFCARS.</p>	<p>2) Modify the extraction routine to report all relationships that are applicable.</p>		
<p>33. Child was placed from</p> <p>1=Within State or Tribal Service Area 2=Another State or Tribal Service Area 3=Another Country</p>	<p>2</p>	<p><u>Program Code: MWADOPTZ</u> The extraction code forces this field to be “1” in all cases. There is a note that other values will be added to accommodate online changes not yet made. The system has this field.</p>	<p><u>Program Code</u> 1) The program code must be modified to check the field and map the response to AFCARS.</p>		
<p>35. Is the Child Receiving a Monthly Subsidy?</p> <p>1=Yes 2=No</p>	<p>2</p>	<p><u>Program Code: MWADOPTZ</u> 1) If that record’s monthly subsidy amount is great than zero element #35 is set to “yes” otherwise it is set to blank.</p>	<p><u>Program Code</u> 1) Modify the program code to set this element to “yes” if the only subsidy is Medicaid.</p>		

AFCARS Assessment Review Improvement Plan: Adoption Elements
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Data Element	Rating	Findings	Tasks	Date	Notes
		<p>2) The program code does not check this information against the finalization date and the reporting period.</p> <p><u>Data Quality</u> <i>Case File Review Findings:</i> There were 2 records that did not match what was reported to AFCARS.</p>	<p>2) Add a routine that checks for the adoption finalization date.</p>		
36. Monthly Amount	2	<p><u>Program Code: MWADOPTZ</u> 1) There is no clear check in the financial section to ensure the data sought is within the reporting period reflective of the adoption legalization date.</p> <p>2) The routine for adoption subsidy does not check if the subsidy is only Medicaid.</p>	<p><u>Program Code</u> 1) The amount reported should be the amount in effect at the time of the adoption. Verify the routine to ensure the information in the adoption file is reflective of the circumstances at the time the adoption is finalized.</p> <p>2) Once changes are made to AD35 for Medicaid only subsidies, ensure that no further changes are required to this element (the amount is to be reported as zeroes).</p>		
<p>37. Is the Child receiving a title IV-E adoption subsidy?</p> <p>1=Yes 2=No</p>	2		<p><u>Program Code: MWADOPTZ</u> 1) This element may need modifications based on changes made to AD35 for Medicaid only subsidies.</p>		