



## North Carolina Department of Health and Human Services Division of Social Services

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Beverly Eaves Perdue, Governor  
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Sherry S. Bradsher, Director  
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February 18, 2009

### Dear County Directors of Social Services

**ATTENTION:** All Child Foster Care Services Program Administrators, Managers and Supervisors

**SUBJECT:** Quarterly County Detailed Report on Preliminary FFY 2010 Foster Care Caseworker Visit Data

The first Quarterly Report on Preliminary FFY 2010 Foster Care Caseworker Visit Data is now being distributed to the Children's Services Program Representatives. Your CPR will soon be providing you with a detailed report of your county's FFY 2010 Foster Care Caseworker Visit *preliminary* data. This report is being provided to assist you in your efforts to record complete and accurate data for foster care caseworker visits that occurred during the period October 1, 2009 through December 31, 2009, the first quarter of FFY 2010.

The format of the report is identical to those distributed in October 2009 (see Dear County Director Letter [PM-REM-14-2009](#)) for the FFY 2009 data. Please note that the foster care visit data in these current reports:

1. are taken from caseworker visits recorded in MRS,
2. are not based on visits recorded on the DSS-4263 Worker Daily Report of Services to Clients using Service Codes 117 and 118; and
3. reflect data in CPPS as it was on January 31, 2010 and MRS as it was as of the evening of February 4, 2010.

Counties are encouraged to use these reports to:

- A) Determine if visits need to be entered into MRS (provided they were made). To do this, inspect the report for any children with a "1" (meaning "Yes") in Col. AR (labeled "Denominator") and a "0" (meaning "No") in Col. AS (labeled "Visited Each and Every Full Month in Care"). Then look at Cols. O through Q (which indicate those full months of the first quarter that the child was in care, the months at least one visit has been recorded in

MRS) and compare to Cols. C through E (which indicate for the first quarter, the months that the child was in care for a full month) to determine which months are missing visits. You can also compare values in Cols. AN (labeled “Full Mos in Care”) and AO (labeled “Full Mos Visit”) to see how many months for which visits are missing by subtracting the value in Col. AO from Col. AN. A good strategy is to work the cases with only one month short first, and then move to two months short, etc.

- B) Determine for what children you may be able to enter “In-Home” visits. To identify these children, compare the values in Col. AV (labeled “Visit Months Visited in Home”) to those in Col. AT (labeled “Visit Months”). For any child where the value in Col. AV is less than the value in Col. AT, determine if additional “in-Home” visits can be entered into MRS. Compare the values in Cols. AA through AC (which indicate, for those full months of the first quarter that the child was in care, the months where at least one visit in the home of the child was recorded in MRS) to those in Cols. O through Q (which indicate for those full months of the first quarter that the child was in care, the months at least one visit was recorded in MRS) to determine specific months that are missing “In-Home” visits.

Counties should use these reports to improve your Measure 1 score, and if possible, your Measure 2 score, by correcting data in the Child Placement and Payment System (CPPS) and/or entering any missing visit data into the Multiple Response System (MRS). A detailed description of the Quarterly Report is attached to this letter. The following information provides a review of the Federal Foster Care Caseworker Visit requirements.

## **Background**

The Child and Family Services Improvement Act of 2006 (P.L. 109-288) established the requirement that, by October 1, 2011, 90 percent of children in foster care are visited by their caseworkers on a monthly basis, and that the majority of the visits occur in the residence of the child. States were required to develop yearly improvement target percentages towards meeting the 90 percent monthly caseworker visit (MCV) threshold and to report FFY 2007 baseline data, along with the yearly target percentages, in the Annual Progress and Services Report (APSR) submitted in June 2008. As specified in Section 424(e)(2)(B) of the Act, any State that fails to make the "requisite progress" specified by these targets is subject to a reduction in its Federal financial participation (FFP) rate for Child Welfare Services under title IV-B, subpart 1 of the Act of from 1 to 5 percent depending on the degree by which the target level was not achieved.

Beginning in May 2007, ACF issued instructions to States regarding what data must be collected and how calculations were to be made to determine performance on two measures by which compliance with P.L. 109-288 would be assessed:

Measure 1: The percentage of children in foster care who were visited during *each and every* calendar month—determined by dividing the number of children who were visited *each and every* full calendar month that they were in care as reported by the State by the number of children served in foster care during the federal fiscal year. The quotient is multiplied by 100.

Measure 2: The percentage of visits that occurred in the residence of the child—determined by dividing the number of visit months that occurred in the child residences by the total number of

visit months for children visited *each and every* full calendar month they were in care as reported by the State. This quotient is multiplied by 100.

As required, North Carolina developed and submitted the following 2007 Baseline and Target Percentages for FFYs 2008 – 2011:

Measure	2007 Baseline	Federal Fiscal Year Targets			
		2008	2009	2010	2011
Percentage of children in foster care visited each and every calendar month	38.77	45.17	57.98	77.20	90.00
Percentage of caseworker visits occurring in the residence of the child	73.45	73.64	74.03	74.61	75.00

Note: When evaluating the State’s performance, ACF rounds the targets and performance scores to the nearest whole percentage point.

### **New Tool for Monitoring MCV Data**

As addressed in [DSS Administrative Letter PM-REM-01-2010](#), a new State Sanctioned Query has been published in the Client Services Data Warehouse to better assist you in determining what visits have been, or need to be recorded in MRS. Used together, this query and the Quarterly Report should prove helpful toward efforts to improve your Measure 1 and Measure 2 scores. Keep in mind that data reflected in the Quarterly Report and the query results may differ. For example, a caseworker visit made in December 2009 and recorded in MRS after February 4, 2009 will not be reflected in your Quarterly Report, but should show up in the query results, provided the child in question was in care for the entire month and was not among the youth excluded from the query results (i.e., 18 years of age or older or placed into NC via ICPC.)

Thank you for all your work in this regard. Together we should be able to improve our FFY 2010 scores and hopefully meet our Measure 1 target, avoiding further penalties.

If you have any questions, feel free to contact me at [Hank.Bowers@dhhs.nc.gov](mailto:Hank.Bowers@dhhs.nc.gov) or PM-REM staff at 919-733-4530.

Sincerely,



Hank Bowers, Chief  
Performance Management/Reporting &  
Evaluation Management Section

HB/

Attachment

cc: Sherry Bradsher  
Jack Rogers  
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Dawn Cambridge

**PM-REM-01-2010**