

**AFCARS ASSESSMENT REVIEW IMPROVEMENT PLAN: General Requirements**

**State: North Carolina**

**Report Period Under Review: October 1, 2007 - March 31, 2008 (2008A)**

No.	Requirement	Rating	Findings	Task	Date	Notes
<b>Foster Care Population</b>						
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 (Pqa847 LNs 84700-84900):</u> The program code incorrectly includes children whose only living arrangement in the removal episode is a hospital.</p> <p><i>Post Site-Visit Finding:</i> The program code has been modified to exclude a child whose only living arrangement type is "53, therapeutic home." <b>"Therapeutic homes" are to be included even if it is the first placement setting.</b></p> <p>The program code still incorrectly includes records of children whose only living arrangement type is "63, hospital" (pqa847, LN 84840).</p>	<p>1) Correct the program code to not exclude records where the only living arrangement is "53, therapeutic home."</p> <p>2) Modify the program code to exclude records in which the only placement setting is "63, hospital."</p>	<p>1) <del>11/2008</del> 12/2010</p> <p>2)</p>	<p>1) This task was completed as part of the "quick fixes" that were submitted to the CB-Central Office in November 2008. Please see attached program code. <a href="#">CB10/2009</a>: See the notes regarding code 53. <a href="#">NC11/2010</a>: See attached program code. <a href="#">CB, 4/2011</a>: There doesn't appear to be any changes. <a href="#">CB, 12/2011</a>: The extraction code (in CURS2) continues to exclude all living arrangements where the living arrangement code is "53." <a href="#">CB, 5/2012</a>: No modifications are found in the extraction code. <a href="#">NC 5/2014</a> – We are submitting requirements documentation to IT partners to correct. <a href="#">NC 10/2014</a> – No changes have been made at this time. <a href="#">NC 10/2015</a> – We have a meeting scheduled with the new IT manager on 10/29/14 to review this code. Lack of staffing resources has prevented us from being able to complete this previously.</p> <p>2) <a href="#">CB, 12/2011</a>: The extraction code (in CURS2) does not check for a living arrangement code of "63" but this code is checked and excluded from consideration in selecting first removal date and last foster care discharge date. <a href="#">CB, 5/2012</a>: No modifications are found in the extraction code. <a href="#">NC 5/2014</a> – We are submitting requirements documentation to IT</p>

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						<a href="#">partners to correct.</a> <a href="#">NC 10/2014</a> – No changes have been made at this time. <a href="#">NC 10/2015</a> – We have a meeting scheduled with the new IT manager on 10/29/14 to review this code. Lack of staffing resources has prevented us from being able to complete this previously.
2	<u>For States:</u> As noted in item #1, "The [foster care] population to be included in this reporting system includes all children in foster care under the responsibility of the title IV-E agency administering or supervising the administration of the title IV-B Child and Family Services State plan and the title IV-E plan; that is, all children who are required to be provided the assurances of section 422(b)(8) of the Social Security Act."		The Cherokee Tribe has a title IV-E development grant.	What steps has the State taken to transfer AFCARS information on Tribal children that were in State custody at the time a title IV-E Tribe's plan was approved or who had previously been in the State's foster care system?		
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	The Program Code is not to just exclude same day entries/exits. The requirement is 24 hours.	<a href="#">CB, 12/2014</a> : Describe how records are recorded for cases in which the child is in care for 24 hours or less.		<a href="#">NC 10/2014</a> – At this time we have no time indicators in our system. NC FAST will address this item by including time as well as dates.
8 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).	3 2	The 2008A report period data indicates the State is incorrectly reporting youth that are over the age of 18. The State is to report the youth as discharged for AFCARS purposes as of the youth's 18 <sup>th</sup>	CB will evaluate the 2009A and subsequent files file for improvement.	N/A	CB will review subsequent files for improvement. <a href="#">NC 2/2010</a> - NCDSS submitted AFCARS 2009B file in Nov 2009. <a href="#">NC11/2010</a> - NCDSS submitted the AFCARS 2010A & 2010B files.

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	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>birthday. See foster care elements #6, 56, and 58 for additional notes regarding changes.</p> <p><u>CB, 3/2014:</u> The State has opted to not amend its title IV-E plan regarding the age of a child.</p> <p>The 2013B frequency report reflects there are records of youth over the age of 18 in the reporting population. There are years reported between 1980 and 1994 (266 records).</p> <p><u>2014A and B Data:</u> There continues to be records of youth over the 18 reported in AFCARS.</p>	1) <u>CB, 12/2014:</u> The agency must modify the selection logic to exclude records of youth who are over age 18. For youth who turn 18 in the period being reported, tasks are included in FC56 and 58.		<p><a href="#">NC10/2011-Submitted AFCARS 2011A file.</a> <a href="#">CB, 12/2011:</a> The State kept the same definition of child in its title IV-E plan. In the 2011B file there is one record of a 36 year old; 1 of a 24 year old; one 23 YO; seven 22 YOs; 30 records of 21 year olds; 81 records of 20 year olds; 159 records of 19 year olds. While this is only 2.53% of the records, these records are not to be included.</p> <p><a href="#">NC4/2012-Submitted AFCARS 2011B File</a> <a href="#">CB, 7/2012:</a> The 12A file still indicates there are children being reported that are over the age of 18.</p> <p><a href="#">NC 5/2014 –</a> Our IT partners are examining code to ensure it is correctly excluding children over 18. The latest frequency reports we can access do not show children over 18.</p> <p><a href="#">NC 10/2014 –</a> We do not see that in our latest frequency reports. Can you show us precisely where you are seeing those youth over 18?</p> <p><a href="#">CB, 12/2014:</a> The frequency report period is noted in the findings column. This continues to be an issue and so the item is rated a 2.</p> <p><a href="#">NC 10/2015 –</a> We have a meeting scheduled with the new IT manager on 10/29/14 to review this code. Lack of staffing resources has prevented us from being able to complete this previously.</p>
<b>Adoption Population</b>						
9	For the purposes of adoption	2	The status of "dismissed," "set aside,"	1) Modify the extraction code to not	Nov. 2008	Please Attachment 1 (AFCARS Adoption

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	<p>reporting, data are required to be transmitted by the title IV-E agency on all adopted children who were placed by the title IV-E agency. (45 CFR 1355.40(a)(3)).</p> <p>The title IV-E agency must report on all children who are adopted in the State or Tribal service area during the reporting period and in whose adoption the title IV-E agency has had any involvement. ...reports on the following are mandated:</p> <p>(a) All children adopted who had been in foster care under the responsibility and care of the child welfare agency and who were subsequently adopted whether special needs or not and whether subsidies are provided or not; (Appendix B to Part 1355--Adoption Data Elements, Section II - Definitions).</p>	<p><del>3</del> 4</p>	<p>and "transferred" are incorrectly included in the selection logic.</p>	<p>include the status types of:</p> <p>a) "dismissed" b) "set aside" c) "transferred"</p>	<p>C, 10/2009</p>	<p>File Program Code). <u>CB, 10/2009</u>: The program code has been modified to correctly exclude status types "C, dismissed," "D, set-aside" and "E, transferred" from the adoption record selection condition. LNs 322-347.</p>
<p><del>10</del> 11</p>	<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</p>	<p><del>2</del> 3 4</p>	<p>The State's value "E, private out-of-state of agency" is incorrectly excluded from the reporting population.</p>	<p>Modify the program code to include "E, private out-of-state of agency" adoption types.</p>	<p>Nov 2008 C, 10/2009</p>	<p>Please see attached AFCARS Adoption File Program Code. <u>CB, 10/2009</u>: The program code has been modified to correctly include "B, public – out of State agency" and "E, private – out of State agency" adoption types. LNs 322-347.</p>

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	<p>or public agencies. (45 CFR 1355.40(a)(3)).</p> <p>The title IV-E agency must report on all children who are adopted in the State or Tribal service area during the reporting period and in whose adoption the title IV-E agency has had any involvement. ...reports on the following are mandated:</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>					
<b>Technical Requirements</b>						
13 12	<p>The data must be extracted from the data system as of the last day of the reporting period (45 CFR 1355.40(b)(1)): <u>For foster care information</u></p>	2	<p><u>For Regular Files</u> There are a couple of issues related to the storage of data. One is related to the issued of the lack of Statewide unique record numbers that are</p>	<p>1) Implement Statewide unique permanent record numbers for individuals.  2) Add storage/history tables as</p>	<p><del>Dec. 2010</del> <del>Mar 2011</del> October 2012</p>	<p>NCDSS is currently working on the Statewide Unique ID project. Due to the amount of resources required to develop and implement the statewide UID, the project has been broken up into phases.</p>

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	<p>[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)).</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>		<p>maintained for each individual regardless of where in the State they reside. Another issue relates to the storage of information on foster parents. Lastly, some fields do not have a history table associated with them.</p> <p>Due to issue that not all date elements are set to be extracted on the report period, inaccurate and invalid dates can be reported to AFCARS.</p>	<p>appropriate to ensure that corresponding data for foster parents and foster children are maintained.</p> <p>3) Implement history tables for diagnosed conditions.</p> <p>See individual date elements for corrections.</p>	<p>Mar 2011 Sept 2011 October 2012</p>	<p>The NCDSS History Table project will address this issue.</p> <p><a href="#">CB, 12/2011</a>: This needs to be discussed between the State and Feds.</p> <p><a href="#">NC4/2012</a>: NC is continuing to make progress on the Statewide Unique Identifier. Waiting on feedback to schedule meeting with ACF to further discuss this issue (April or May 2012). <a href="http://www.ncdhhs.gov/ncfast/index.htm">http://www.ncdhhs.gov/ncfast/index.htm</a></p> <p><a href="#">NC 5/2014</a> – Both the statewide identifier and history table issue will be resolved with the implementation of NCFAST. See notes regarding these at the end of this document.</p> <p><a href="#">NC 10/2014</a> – At this time NC FAST continues to be the official plan for NC.</p> <p><a href="#">NC 10/2015</a> – NC FAST is still the plan for NC. We have done some work with the NC FAST team regarding requirements for the Child Welfare portion, so this work is moving forward</p>
20 13	<p>The data must be extracted from the data system as of the last day of the reporting period (45 CFR 1355.40(b)(1)):</p> <p>For foster care information [subsequent 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)).</p>	3 2	<p><u>For subsequent files</u></p> <p>Given the findings in GR12 and the item previously numbered as 26, the information in subsequent files will also be incorrect.</p> <p>The methodology used by the State to extract its files does not correctly pull the data for subsequent files. The data for subsequent submissions must reflect the activities and conditions for the report period being submitted. <i>Post site-visit changes:</i></p>	<p>See individual date elements for corrections.</p> <p>Implement history tables and extraction routine so that data are reflective of the report period being transmitted.</p>	<p>Mar 2011 Sept 2011 October 2012</p>	<p><a href="http://www.ncdhhs.gov/ncfast/index.htm">http://www.ncdhhs.gov/ncfast/index.htm</a></p> <p>The History table project will address this issue.</p> <p><a href="#">CB, 12/2011</a>: This needs to be discussed between the State and Feds.</p> <p><a href="#">NC4/2012</a>: Meeting will be scheduled to further discuss this issue.</p> <p><a href="#">NC 5/2014</a> – The history table issue will be resolved with the implementation of NCFAST. See notes regarding these at the end of this document.</p>

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	Report the status of all children in foster care as of the last day of the reporting period. (AFCARS Technical Bulletin #6, Data Extraction)		The program code has been updated to restrict the selection logic to records for which the placement authority begin date is no later than the last day of the reporting period. Changes to history tables must still be implemented before subsequent files can be correctly extracted for submission (pqa847).			<a href="#">NC 10/2014</a> – At this time NC FAST continues to be the official plan for NC <a href="#">NC 10/2015</a> – NC FAST is still the plan for NC. We have done some work with the NC FAST team regarding requirements for the Child Welfare portion, so this work is moving forward
22 15	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)	2	<p>The State has had issues with records being dropped from one reporting period to the next. This has impacts on the Child and Family Services Data Profile.</p> <p>In the period under review, there was one record with a date of removal of April 15, 2008.</p> <p>The State's methodology does not fully meet the requirements of Technical Bulletin #13.</p>	Modify the extraction routine to follow the guidance in Technical Bulletin #13.	Dec 2010	<p><a href="#">CB, 12/2011</a>: The transaction dates are referenced only when they are set from timestamp fields for the AFCARS output record. These timestamps are also used in selecting placement begin and end dates in relation to the report period dates, but they are not used consistently for selecting all AFCARS data.</p> <p><a href="#">CB, 5/2012</a>: No modifications are found in the extraction code. The State has not addressed how/when it will implement corrections.</p> <p><a href="#">NC 5/2014</a> – We are writing requirements documents to have IT partners modify the extraction code to follow the instructions in Technical Bulletin #13.</p> <p><a href="#">NC 10/2014</a> – No changes have been made at this time.</p> <p><a href="#">NC 10/2015</a> – We have a meeting scheduled with the new IT manager on 10/29/14 to review this code. Lack of staffing resources has prevented us from being able to complete this previously.</p>

Data Quality

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21	<p><b>General Data Quality</b></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> <p><a href="#">NC 10/2014</a> – These items are addressed in the Data Quality/Supervision notes at the end of this document.</p> <p><a href="#">CB, 12/2014</a>: The State sent comments to the archived information. The state is to address the 5 tasks listed for GR21.</p>	3	<p><b>Report Findings:</b></p> <p>The State needs to incorporate the review of the AFCARS data as part of its ongoing quality assurance processes. Supervisors should also be instructed to review the data with the case worker and check for accuracy and timely data entry. The overall accuracy of the AFCARS data is crucial for the Children’s Bureau’s use of it in the Child and Family Services Review, the Child Welfare Outcomes Report to Congress, as well as many other purposes.</p> <p>The number of elements rated a 3, data quality issues, were 22 (21%). Also, 53 (52%) of the elements were found to have technical issues (rated a 2).</p> <p>Data Collection: AFCARS data is collected in North Carolina through the use of two forms, Form 5094 for foster care and Form 1808 for adoption. Workers complete these forms and submit them to clerical staff for data entry into the two information systems used to submit AFCARS data (i.e., the Child Placement and Payment Tracking System (CPPTS) for foster care and the Adoption Information Management System (AIMS) for adoption. For foster care, the worker is to submit a form when a child comes into care and then each time</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 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</p>		<p>1) The Supervisory Best Practices Work Group and the Children Services Committee will serve as advisory groups to the State DSS Office on issues related to accurate and timely data entry. - Mar 2011</p> <p>Data Quality will be a component of the technical assistance model that the state office provides to the 100 local county DSS departments.</p> <p>2)</p> <p>3)</p> <p>4)</p> <p>5) The training modules will consist of regionally based face to face sessions and web based training.</p> <p><a href="#">NC 5/2014</a> – Our Policy Team will respond to this item.</p> <p>5a)</p>



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			new information has been collected or there is a change in the child's status. After the initial entry, only the fields with new or updated information are completed. The worker submits the form to the supervisor for approval, and then in most counties, the form is forwarded to data entry staff for entry into the system. The worker later receives a printout of what information is in the system on the child for review and correction.	caseworkers regarding the information system?		
22	System					

[NC 5/2014 Notes regarding the unique statewide identifier and history tables.](#)

Statewide identifier

North Carolina continues to work towards a single statewide identifier. Although we have made considerable progress, this project has experienced delays due to the previously mentioned staffing shortages, but we are well into the first phase of the project and have put in place a process to merge multiple IDs within a single county. To date, we have merged 24,901 IDs. While not all of these are in the AFCARS population, some of them most likely are, or may be included in the population in future submissions. Having eliminated certain conditions that were preventing the merger of some IDs, we are continuing periodic automated merges with the goal of eliminating multiple IDs within counties. County staff may also merge ID's when multiples are identified rather than wait for the next automated merge.

Merging ID's "across-county" to have a single statewide identifier for each child would require extensive modification of the core processes of our legacy systems. The current plan is still to move Child Welfare data collection systems into the statewide eligibility and case management system known as NCFAST. The NCFAST system is based on having a single statewide unique identifier and therefore once we begin utilizing this system, we will simultaneously begin using a single statewide ID for each child in the AFCARS population. The original schedule called for this migration to have begun by now, however a variety of issues have caused delays with the modules of NCFAST that were to be implemented prior to the Child Welfare modules. These delays have pushed back the original implementation dates and we do not, at this time, have a firm planned date to begin moving Child Welfare into NCFAST. In the absence of an alternative plan, coupled with a severe, prolonged lack of fiscal and personnel resources, it is not feasible from a business perspective undertake the extensive and risky modifications to our current legacy systems

History

After our review we examined our options regarding a "history table" and have made the determination that, again, this would require significant changes to our legacy systems. The alternative we had considered was to utilize our Client Services Data Warehouse (CSDW), which does retain historical data intact, to generate the AFCARS files, but before work could begin on that project, NCFAST established their initial timelines. By the time the project to pull AFCARS from CSDW would have been initiated, it would have been only a matter of time before Child Welfare would have been moving into NCFAST. The decision was made

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to pend initiation of the CSDW project to avoid duplicating any work accomplished between the two project start dates, such as having to re-create data tables or rewrite extraction code. Unfortunately, we could not anticipate the delays that have occurred with the implementation of NCFAST, but as mentioned, that is still the plan for North Carolina.

North Carolina does take our AFCARS PIP seriously, and we sincerely regret not being able to complete this task earlier. Realizing an updated response was well overdue, and because the existing documents included a lot of questionable or contradictory responses, we began a completely fresh review of the entire AIP in September 2012, with the intention of clarifying the status of each item and moving forward from there. Although we made good progress easily on, our efforts were thwarted by nothing short of a staffing crisis. The team primarily responsible for AFCARS, Data Management, has not been fully staffed since 2011, permanently lost one position in 2012, and since July of 2013, all three consultant positions (one of which was assigned primarily to work on the AFCARS review and data) have been vacant. Other vacancies within the Section have resulted in the remaining staff having to perform tasks that would normally be completed by other teams. Our IT partners have had similar issues, having lost staff to retirement and an unexpected passing. The only remaining IT team member aside from the manager has been battling cancer and so is frequently on leave to deal with treatment and recovery. Recently the IT manager has been able to fill some positions. The Data Management Team, on the other hand, has not, but we are moving in the right direction. Our unprecedented staffing situation is not offered as an excuse, but rather as an explanation of why we have not previously submitted our updated PIP.

We have included comments and questions on each task in the attached documents; however I wanted to include some overall information regarding our strategies and plans for continuing to move forward here as well.

### Coding/Extraction

After meeting with our IT partners, we have developed a specific plan where we are sending them information concerning all the coding questions. The team will review the code to identify precisely what is being extracted for each AFCARS data element in question and which lines of codes contribute to the extraction. Taking this extra time to have the IT team review the code ensures that we do not inadvertently miss something as relevant coding for a particular element may be found in more than one area of the extraction code. Once we have a definitive answer of how the current extract operates, we will submit requirement documents for necessary changes. As the IT team's staffing situation has improved, these changes should be able to be made in a timely manner.

### Summary and Next Steps

We have responded to each of the items in the attached documents that have not been corrected. The two documents you sent us are attached as well as a copy of our Foster Care extraction code. We were unable to get a current copy of our Adoption extraction code in time to include in this submission, we will get that to you next week.

- We have met with our Policy team, and identified questions that they will need to answer. They have agreed to respond by June 13th .
- We are putting all the mapping and code issues into a working spreadsheet that we will use to track our IT partner's isolation of the code in question for a particular data element, our requirements documents to change the code appropriately, and the results of our testing of the changes.
- We are in process of writing requirement documents for changes we have already been able to identify.
- We have asked for clarification on the items we are unsure about.

NC 10/2014 – Notes regarding the overall PIP.

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While we have not fully implemented any of the specific changes requested, we have been meeting with our IT folks on a regular basis. A new protocol was put in place a few months ago by our IT department that has greatly slowed their response time. In addition, we have spent most of the time available with IT discussing possible methods of incorporating a statewide identifier, which has not allowed us to complete the lengthy process for implementing the smaller changes. We have determined what it would take for NC to develop a statewide identifier for our current systems and are presenting that to Management for their review. At this time NC FAST remains the plan for North Carolina. We are now moving forward on the specific changes needed to the automation systems outside of the statewide ID.

Several changes were needed in the instructions for workers on completing the DSS-5094 (which captures the data that is used in AFCARS submission). The manual for that form was very out of date. Due to the large volume of changes needed to that manual, and the desire to ensure that the AFCARS related changes were clear and complete, we first did a revision of all the non-AFCARS related changes. That has been completed and is in the final stages of internal review and approval. As soon as that is a final document, we will begin a second revision that incorporates the AFCARS changes. We felt that doing it this way, while taking a bit longer, would better highlight the AFCARS changes specifically, thus resulting in better compliance with the AFCARS requirements.

NC 10/2015 – Notes regarding the overall PIP.

Our biggest challenge in making the necessary changes (outside of those changes that will be accomplished with the implementation of NC FAST) has been significant staffing shortages on both the Data Side and the IT side. Both these teams have been at 50% or more vacancy for the majority of the last 3 years. During the time since our last submission the IT manager responsible for the Foster Care side was also covering as manager for an additional team, further reducing his availability. He has now retired and there is someone new in place. The new manager is trying to get up to date on many things in addition to AFCARS. Due to our schedules, we were not able to plan a time prior to this submission, however, as indicated throughout the document, we have a meeting scheduled for 10/29/2015. We have met with the Adoption IT folks and have determined what needs to be done and submitted requirements to correct all the issues save one (which we have asked for further guidance on). These should be complete prior to our next submission.

NC 6/2017 – Notes Regarding the assignment of one Statewide ID per child

Throughout this document NC has indicated that many of the issues will be resolved with the implementation of NC FAST. Implementation is finally imminent, with the first wave of counties beginning use of NC FAST on July 31, 2017. As a part of NC FAST, NC will discontinue the use of county specific SIS IDs and begin use of a statewide ID, known as CNDS ID (Common Name Data Service). Beginning with the 2017A AFCARS submission we used CNDS IDs to identify children in the file, rather than SIS IDs. A file has been created that matches the CNDS ID to the old SIS ID (or IDs) so that previous history submitted with the SIS ID can be linked to the current file. Other issues with either be corrected due to the nature of how NC FAST captures data, or will be addressed as we build the extraction code from NC FAST for submission.

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**State: North Carolina**

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Element	Rating	Findings	Tasks	Date	Comments/Notes
<p>CB, 3/2014: Items noted as data quality, supervisory oversight, training etc. are now addressed under General Requirements #21. The State is to address the broader questions relating to how it intends to ensure and maintain data quality under this item. Even if in each element the tasks related to data have been addressed, GR #21 must be completed. The Element Matrix will only highlight issues that are specific to an element and will also include the frequency report findings.</p>					
#4 Record Number	1	A county case number and a Services Information System (SIS) client identification (ID) number are assigned to each child and each county assigns its own client ID numbers. The SIS ID is used for the AFCARS record number, but this record does not remain the child's ID statewide and a child's foster care history is not associated with the record number.	Implement statewide ID numbers for each child that remains that child's ID.	Dec 2010/ <del>Mar 2011</del> <del>Sep 2011</del> October 2012	<p>The Statewide Unique Identifier will assign one ID per client that will be used throughout the state. This project will be completed in phases. To date, full implementation is scheduled for <del>Mar 2011</del>.</p> <p><u>NC11/2010</u>: The state is still involved in phase I of this project, which involves within county merging of duplicate records. The targeted date for implementation of this project has been postponed to Sep 2011 due to the amount of resources both from the counties and state office required.</p> <p><u>NC10/2011</u>- Still working in Phase I</p> <p><u>CB, 12/2011</u>: This needs to be discussed between the State and Feds.</p> <p><u>NC4/2012</u>: The state continues to make progress on this project in preparation for CNDS which is needed for the NCFast Case Management System. See attached link for NCFast TIMEFRAMES. <a href="http://www.ncdhhs.gov/ncfast/index.htm">http://www.ncdhhs.gov/ncfast/index.htm</a> SEE ATTACHMENT 1A.</p> <p><u>NC 5/2014</u> – The statewide identifier issue will be resolved with the implementation of NCFast. See notes regarding these at the end of this document.</p> <p><u>NC 10/2014</u> – At this time NC FAST continues to be the official plan for NC. we have spent most of the time available with IT discussing possible methods of incorporating a statewide identifier, which has not allowed us to complete the lengthy process for implementing the smaller changes. We have determined what it would take for NC to develop a statewide identifier for our current systems and are presenting that to Management for their review.</p> <p><u>NC 10/2015</u> – NC FAST is still the plan for NC. We have done some work with the NC FAST team regarding requirements for the Child Welfare portion, so this work is</p>

**AFCARS ASSESSMENT REVIEW IMPROVEMENT PLAN: Foster Care Data Elements**

State: North Carolina

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Element	Rating	Findings	Tasks	Date	Comments/Notes
					moving forward.
#5 Date of Most Recent Periodic Review (if applicable)  0115	2	<p><u>Program Code (pga847 LNs 109600-113500):</u></p> <p>1) The program code incorrectly extracts a review date that occurs after the end of the report period.</p> <p>2) The program code excludes periodic reviews that occurred within the first seven months of a removal episode. The State conducts administrative reviews (agency review). These occur at 30 and 60 days, then every six months as needed.</p>	<p><u>Program Code</u></p> <p>1) Modify the extraction code to only extract review dates that occur prior to the end of the report period being submitted.</p> <p>2) Modify the program code to extract review dates regardless of how soon after a child's removal it occurred.</p> <p>3) <u>6/2014:</u> Based on note to DQ #1 (old dates), task is added to the program code section: <u>NC 5/2014</u> – our IT partners are reviewing the code and we will write requirements to modify code [to extract dates for the current removal episode] once current code is identified.</p>	<p>1) Oct 2010 C, 6/2011</p> <p>2) Oct 2010</p> <p>3)</p>	<p>1) <u>NC 11/2010.</u> See attached extraction code <u>CB, 4/2011:</u> program PQS847 (LNs 108200 – 11620) gets the most recent periodic review that occurred within the reporting period. The review date is compared to the report period end date and not selected if it is greater.</p> <p>2) <u>NC 11/2010.</u> See attached extraction code <u>CB, 4/2011:</u> Does not appear that change has been made. <u>CB, 12/2011:</u> No changes to the program code. <u>NC4/2012:</u> see attachment on policy for periodic reviews. ATTACHMENT <u>CB, 7/2012:</u> The attached policy is not relevant to the task. The program code has not been corrected. The periodic review date is to be reported regardless of the length of time from removal to the end of the report period. <u>NC 5/2014</u> – our IT partners are reviewing the code and we will write requirements to modify code once current code is identified. <u>NC 10/2014</u> – No changes have been made at this time (see notes at end of this document). <u>CB, 12/2014:</u> It is not clear why this task hasn't been completed. <u>NC 10/2015</u> – We have a meeting scheduled with the new IT manager on 10/29/14 to review this code. Lack of staffing resources has prevented us from being able to complete this previously. 3) <u>CB, 12/2014:</u> It is not clear why this task hasn't been completed. <u>NC 10/2015</u> – We have a meeting scheduled with the new IT manager on 10/29/14 to review this code. Lack of staffing resources has prevented us from being able to complete this previously.</p>

**AFCARS ASSESSMENT REVIEW IMPROVEMENT PLAN: Foster Care Data Elements**

**State: North Carolina**

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Element	Rating	Findings	Tasks	Date	Comments/Notes
		<p><u>Form:</u> DSS-5094, Child Placement and Payment Report (CPPR), section VII. Case Reviews</p> <p><u>Data Quality</u> <i>Frequency Report:</i> There are records with review dates between 1991 and 2006. It appears that the number of records reported with older review dates and the number of records indicating the youth is over the age of 18 are similar.</p> <p><i>Case File Review Findings:</i> The majority of errors were due to the extraction code not reporting reviews that have occurred within the first seven months of a removal episode.</p> <p><u>2014 A &amp; B Data:</u> There continues to be records with an old date reported for the review. This in conjunction with the number of records found to have failed the ICC would appear to reflect that periodic reviews are not being conducted in a timely manner.</p>	<p><u>Form</u> 1) Modify the instructions to field 43 on the DSS-5094 form to indicate which types of court reviews are applicable and to be recorded on the form. The State can include dispositional hearings.</p> <p><u>Data Quality</u> 1) Identify the records with the old review dates and determine if these are actually closed foster care cases that were never entered as discharges on the system, or if there is another contributing factor causing the old dates.</p>	<p><u>Form</u> 1) Mar 2010</p> <p>DQ 1) Mar 2011</p>	<p><u>Form</u> 1) <a href="#">NC 2/2010- NCDSS completed draft instructions to offer further guidance on this issue.</a> <a href="#">CB, 12/2011:</a> The State has not provided a copy of the updated instructions. <a href="#">NC 4/2012-</a> See attached link to instructions ATTACHMENT_3. <a href="#">CB, 7/2012:</a> The policy was attached (attachment 3) not the specific instructions to the form. Attachment 2 did not give specific information on the type of court hearings that can be recorded as a periodic review. <a href="#">NC 5/2014 –</a> We are working with our Policy team to revise the instructions for the DSS-5094. <a href="#">NC 10/2014 –</a> We have made these changes and will be revising our manual (see notes at the end of this document).The text of the changes is included at the end of the General Requirements document.</p> <p><u>Data Quality</u> 1) <a href="#">CB, 7/2012:</a> The state has not addressed this task. There continues to be several records with old dates reported. For instance, the 12A file has dates back to 1991. <a href="#">NC 5/2014 –</a> our IT partners are reviewing the code and we will write requirements to modify code once current code is identified. <a href="#">NC 10/2014 –</a> No changes have been made at this time (see notes at end of this document). <a href="#">CB, 12/2014:</a> No information has been provided regarding DQ1. What steps have been taken to address a lack of a current periodic review being held? Also, see note for Code task 3. <a href="#">NC 10/2015 –</a> We have not been able to address the apparent inclusion of children over 18. We have a meeting scheduled with the new IT manager on 10/29/2015 so that we can hopefully determine why this may be occurring. Unclear about what "Code task 3" is</p>

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Element	Rating	Findings	Tasks	Date	Comments/Notes
					referring to.
#6 Child Birth Date ____(mo) ____ (day)____(year)	3	<u>Form:</u> DSS-5094, Child Placement and Payment Report (CPPR), section I. SIS Information  <u>Frequency Report:</u> There are 114 (1%) of the records indicating the child is over the age of 18. The State is incorrectly including individuals over the age of 18 in its reporting population. (See General Requirements item #8 and foster care elements #56 and 58.) The State needs to ensure these data are accurate due to its use for the National Youth in Transition Database (NYTD).	The State must add instructions in the manual that if a child is abandoned (Safe Surrender), to use the 15 <sup>th</sup> day of the month for the estimated date of birth.	Oct 2010 A, 6/2014	<a href="http://info.dhhs.state.nc.us/olm/manuals/dss/csm-60/man/CS1411-03.htm">NC11/2010: See attach policy on Safe Surrender http://info.dhhs.state.nc.us/olm/manuals/dss/csm-60/man/CS1411-03.htm</a> <a href="#">NC 5/2014 – Our Policy Team will respond to this item.</a> <u>CB, 6/2014:</u> The agency's policy manual indicates to use 7 days prior to the date of the report. <u>CB, 12/2014:</u> CB has approved on 6/2014. The issue remaining with DOB is that there are youth over age 18 in the report.
Foster Care: #8 Child's Race  Adoption: #7 Child's Race  #25 Adoptive Mother's Race  #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	3 4	<u>Frequency Report:</u> There are 597 (5%) records indicating two or more races.  Note the findings from the case file review. There were cases in which the reviewers did find that the child was multi-racial and the information was not correctly recorded and reported.  <u>Post Site-Visit Corrections:</u> The program code has been modified to correctly report missing data as blanks in foster care elements #8 a-f (LNs 138836-138861).  <u>Form:</u> DSS-5094, Child Placement and Payment Report (CPPR), section I. SIS Information The State uses 64 codes to collect	1) The Children's Bureau will monitor data from the 2009A and B report periods for accuracy.  <u>Form, Suggested Changes</u> The State should consider modifying the way race and Hispanic/Latino ethnicity information is collected. The State should consider assigning a value to each of the five individual race categories and instruct case workers to enter all applicable race codes. The form, the manual, and the CPPS would have to be modified to allow for the entry of this information. The extraction code will also need to be modified to extract all race categories.	N/A  <del>Mar 2011</del>  Sept 2011 June 2012	CB will contact the state based on the review of subsequent files.  <u>Form, Suggested Changes</u> This correction will be made as part of the Statewide Unique Identifier. The Race and Ethnicity codes will be converted to match CNDS requirements. <a href="#">NC 5/2014 – The modifications to the method of collecting race/ethnicity information will be resolved with the implementation of NCFAS, as the statewide identifier used in that system will match CNDS requirements. See notes regarding these at the end of this document.</a> <a href="#">NC 10/2014 – At this time NC FAST continues to be the official plan for NC</a> <u>CB, 12/2014:</u> As state moves forward, design of the system should include actual races and reasons why there is no race information. Such as:

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**State: North Carolina**

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Element	Rating	Findings	Tasks	Date	Comments/Notes
f. Unable to Determine  0 = Does not apply 1 = Apply		race and ethnicity information. Each code represents a race and ethnicity combination. Workers are likely to select a combination that is only partially correct, or may try to select a code from memory. An incorrect digit in the code can lead to reporting a race combination that does not reflect the race and ethnicity of the client.	Additionally, in order to make the collection of this data more clear, the State could add the option of "abandoned" that would be used for the infants entering foster care through the State's Safe Surrender program. Additionally, since AFCARS guidance for situations in which an individual refuses to provide their race, the State can report this as "unable to determine." However, it would be clearer if the worker had the option of "declined" to choose from when recording race information.  The State will have to modify its options for race reporting in order to meet the National Youth in Transition Database (NYTD) requirements. NYTD includes the values of "unknown" and "declined." The NYTD value of "unknown" encompasses two situations in which it can be used. See the Foster Care Findings document for additional information for these suggested changes.		Person/Parent/Child age appropriate <u>Declined</u> Person identifies as being multi-racial but does not all races - <u>Multi-racial/all races not known</u> . <u>Abandoned</u> - able to enter but must be updated once parents have been located. <u>Safe Haven Infant</u> <u>NC 10/2015</u> – NC FAST continues to be the plan for resolving race collection issues (See note of 5/2014), however we have added two new race codes to our current system in the meantime, "Unable to Determine (Abandoned)" and "Unable to Determine (Declined)"
Foster Care #9 Hispanic/Latino Origin  Adoption #8 Child Hispanic Origin  1 = Yes 2 = No 3 = Unable to	2	<u>Foster care, Program Code (pqa847 LNs 126700, 13871-138834):</u> 1) The program code incorrectly initializes this element to "2, no."	<u>Program Code</u> 1) Modify the extraction code to initialize this element to blank.	1) Dec 2010 1) Sep 2011 October 2012	1) This correction will be made as part of the Statewide Unique Identifier Project. <u>CB, 12/2011:</u> This needs to be discussed between the State and Feds. <u>NC 5/2014</u> – our IT partners are reviewing the code and we will write requirements to modify code once current code is identified. <u>NC 10/2014</u> – No changes have been made at this time <u>NC 10/2015</u> – We have a meeting scheduled with the



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Element	Rating	Findings	Tasks	Date	Comments/Notes
Determine		2) The program code never sets this element to "3, unable to determine."	2) Add mapping and coding for "unable to determine." If the State implements the values "abandoned" and "declined," these would be mapped to AFCARS value "unable to determine."	2) Dec 2010	<p>new IT manager on 10/29/14 to review this code. Lac of staffing resources has prevented us from being able to complete this previously.</p> <p>2) <u>CB, 4/2011</u>: No change. Element #9 is never set to "3." See attached coding changes-Attachment I <u>NC,10/2011</u> See attached coding changes (Attachment I) <u>CB, 12/2011</u>: The attachment only has information on adoption elements and nothing related to child Hispanic origin. Also, this document is pseudo code and has no mapping nor does it replace the extraction code. <u>NC4/2012</u> See attached manual information regarding race and ethnicity. ATTACHMENT 1 (Field 11) <u>CB, 7/2012</u>: The attached policy is not relevant to the task. The program code has not been corrected. <u>NC 5/2014</u> – We are developing requirements documents to add "Unable to Determine - Abandoned" and "Unable to determine - Declined" to our systems and will map those to "unable to be determined" <u>NC 10/2014</u> – No changes have been made at this time <u>NC 10/2015</u> – We have a meeting scheduled with the new IT manager on 10/29/14 to review this code. Lack of staffing resources has prevented us from being able to complete this previously.</p>
		<p><u>Adoption</u></p> <p>3) The program code maps missing values to the invalid value of "0."</p>	3) Modify the adoption program code to map missing data to blanks.	3) 11/2008 <u>C, 10/2009</u>	3) FC#9=3 Please see attached AFCARS Adoption Program Code. <u>CB, 10/2009</u> : The program code for adoption element #8 has been modified to correctly map missing information to blank. <u>NC_AFCARS_Adoption_File_Program_Code</u> , LNs 932-963.
		<p><u>Form</u>: DSS-5094, Child Placement and Payment Report (CPPR), section I. SIS Information</p> <p>1) The codes currently in use also do not include the option of the</p>	<p><u>Form</u></p> <p>1) Modify the form and codes to include the option "unable to determine." The State may want to</p>	<p><u>Form</u></p> <p>1) Dec 2010</p>	<p><u>Form</u></p> <p>1) <u>NC11/2010</u>: The state has added the field to capture "Race Declined".</p>

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Element	Rating	Findings	Tasks	Date	Comments/Notes
		<p>AFCARS value “unable to determine” for Hispanic origin.</p> <p><u>Data Quality</u>  <i>Frequency Report (n=13,114):</i>                      Yes = 1,077 (8%); No = 12,037 (92%); Unable to determine = 0; Not reported = 0</p>	<p>use the options of “abandoned” and “declined.”</p>		<p><b>CB, 6/2011:</b> No form provided.  <a href="http://info.dhhs.state.nc.us/olm/manuals/dss/rim-01/chg/dss5027.pdf">NC10/2011</a> See attached link to the form.  <a href="http://info.dhhs.state.nc.us/olm/manuals/dss/rim-01/chg/dss5027.pdf">http://info.dhhs.state.nc.us/olm/manuals/dss/rim-01/chg/dss5027.pdf</a>  <a href="http://info.dhhs.state.nc.us/olm/manuals/dss/rim-01/man/SIS.htm#P173_6235">http://info.dhhs.state.nc.us/olm/manuals/dss/rim-01/man/SIS.htm#P173_6235</a>  <b>CB, 12/2011:</b> There are no fields for race information on this form.  <b>NC4/2012-</b> Race is “Field 11’ on DSS-5027 Services Information System Data Entry Form See ATTACHMENT 1.  <b>CB, 7/2012:</b> The state has a value of 11 “unable to determine (non-Hispanic or Latino)” and 12 “unable to determine (Hispanic or Latino).” These two values have no meaning. If the child is abandoned or the parent is incapacitated, then there is also no way for the worker to know if the child is Hispanic/Latino or not. The State is to add a value for both race and Hispanic origin that reflects the child has been abandoned; a value that reflects the parent is incapacitated.                      The State add a field, box 29 RD, that only addresses that a parent or child if age appropriate, has declined to provide information regarding race but not of ethnicity. Also, the logic about when it is appropriate to a yes or a no in this field does not make sense in context of the two values listed above.                      The Children’s Bureau again strongly urges the State to eliminate its use of combinations for the collection of race and ethnicity and instead have two fields, one for race and one for ethnicity, and within the race field have space for up to six entries (allowing for the options that are in NYTD and not currently in AFCARS).  <a href="#">NC 5/2014</a> – We are developing requirements documents to add “Unable to Determine - Abandoned” and “Unable to Determine - Declined” to our systems and will map those to “unable to be determined”. When NCFAS is implemented, race/ethnicity will be captured according to</p>

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Element	Rating	Findings	Tasks	Date	Comments/Notes
					CNDS requirements. <a href="#">NC 10/2014</a> – No changes have been made at this time. <a href="#">NC 10/2015</a> - we have added two new race codes, "Unable to Determine (Abandoned)" and "Unable to Determine (Declined)". These are in our SIS manual ( <a href="http://info.dhhs.state.nc.us/olm/manuals/dss/ri-m-01/man/SIS-02.htm#TopOfPage">http://info.dhhs.state.nc.us/olm/manuals/dss/ri-m-01/man/SIS-02.htm#TopOfPage</a> ) A copy of that manual is also attached to the email of 10/16/2015 that includes this submission.
#10 Has the child been clinically diagnosed as having a disability(ies)?  1=Yes 2=No 3=Not yet Determined	2	<u>Program Code:</u> 1) The program code derives the response to this element based on the information entered for elements #11 - 15.	<u>Program Code</u> 1) The system and program code need to be modified to collect the direct responses of "yes, no, and not yet determined."  2) The diagnosed condition must be reflective of the report period being sub	1) <del>Dec 2010</del> <del>Sept 2011</del> Oct 2012          2) <del>Dec 2010</del> Oct 2012	1) <a href="#">NC-11/2010</a> : The state will need more time to make the necessary changes to the system and the form for data elements 11-15. This may involve adding a separate screen/page in order to collect disability information. <a href="#">NC 10/2011</a> - due to the complexity of the suggested changes and extremely limited resources, the state is continuing to research available options <a href="#">NC4/2012</a> - This issue may be addressed using the NCFAST Case Management System. <a href="#">NC 5/2014</a> – We are developing requirements documents to change the way this information is captured on our DSS-5094, will update the instructions in the manual and revise extraction code accordingly such that direct responses are captured. <a href="#">NC 10/2014</a> – No changes have been made at this time <a href="#">NC 10/2015</a> – No changes have been made at this time  2) <a href="#">NC-11/2010</a> : The state will need more time to make the necessary changes to the system and the form for data elements 11-15. This may involve adding a separate screen/page in order to collect disability information. <a href="#">NC 10/2011</a> - due to the complexity of the suggested changes and extremely limited resources, the state is continuing to research available options <a href="#">NC4/2012</a> - This issue may be addressed using the NCFAST Case Management System. <a href="#">NC 5/2014</a> – Insuring the diagnosed condition will be

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Element	Rating	Findings	Tasks	Date	Comments/Notes
		<p><u>Form</u>: DSS-5094, Child Placement and Payment Report (CPPR), section II. Child Information</p> <p>1) The form does not contain a field that collects this data via a question. Instead the case worker indicates the category reflective of the child diagnosed condition (see foster care elements #11 - 15).</p> <p><u>Data Quality</u>  <i>Frequency Report</i> (n=13,114):                      Yes = 1,655 (13%); No = 10,881 (83%); Not yet determined = 578 (4%); Not reported = 0                      The staff indicated this data is under reported.  <i>Case File Review Findings</i>: 19 (26%) of the records analyzed did not match what was reported in AFCARS.  <u>Post Site-Visit corrections</u>: The program code has been modified to initialize the value of this</p>	<p><u>Form</u></p> <p>1) Modify the form to reflect the collection of this information as a question with the appropriate responses.</p> <p><u>Data Quality</u>                      The Children's Bureau will monitor future and subsequent files for changes in the data.</p>	<p>Form</p> <p>1) <del>Dec 2010</del>                      Oct 2012</p>	<p>reflective of the report period being submitted will be resolved with the implementation of NCFAST. See notes regarding these at the end of this document.</p> <p><u>NC 10/2014</u> – At this time NC FAST continues to be the official plan for NC</p> <p><u>CB, 6/2014</u>: Unresolved. State still working on fixing the code per recommendations and will update the extraction code and documentation accordingly.</p> <p><u>NC 10/2015</u> – At this time NC FAST continues to be the official plan for NC</p> <p><u>Form</u></p> <p>1) <u>NC-11/2010</u>: The state will need more time to make the necessary changes to the system and the form for data elements 11-15. This may involve adding a separate screen/page in order to collect disability information.</p> <p><u>NC 10/2011</u>- due to the complexity of the suggested changes and extremely limited resources, the state is continuing to research available options</p> <p><u>NC4/2012</u>- This issue may be addressed using the NCFAST Case Management System.</p> <p><u>NC 5/2014</u> – We are developing requirements documents to change the way this information is captured on our DSS-5094.</p> <p><u>NC 10/2014</u> – No changes have been made at this time</p> <p><u>NC 10/2015</u> – No changes have been made at this time</p>

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Element	Rating	Findings	Tasks	Date	Comments/Notes
		element to blank (LN 151800).			
#11 - 15 Diagnosed Conditions  #11 Mental Retardation #12 Visually/Hearing Impaired #13 Physically Disabled #14 Emotionally Disturbed #15 Other Diagnosed Condition [0 = Does not apply] 1 = Applies	2	Form: DSS-5094, Child Placement and Payment Report (CPPR), section II. Child Information  1) There are no dates associated with each diagnoses.  2) There is no guidance in the manual regarding how to match a diagnosis to the appropriate AFCARS disability category.  3) "ADHD" is incorrectly entered as "other medical conditions."	Form/Program Code 1a) Modify the form to include dates for each diagnosed condition  1b) Modify the system to include fields for dates of diagnoses.  1c) Modify the extraction code to select the diagnosed condition based on whether it occurred in the report period.  2) The State needs to include guidance in the manual indicating which category a diagnosed condition belongs in, such as using the AFCARS disability resource list that is included in Technical Bulletin #14.  3) Instruct case workers to enter "ADHD" as "emotionally disturbed."  <u>Data Quality/Training/Supervision</u> 1&2) Task moved to GR Document.  3) The Children's Bureau will	Form/Program Code 1a) Oct-2010 Sept-2011  1b) Oct-2010 Sept-2011  1c) Oct-2010 Sept-2011  2) Oct-2010 Sept-2011  3) Oct-2010 Sept-2011	1a) <a href="#">NC 10/2011</a> - due to the complexity of the suggested changes and extremely limited resources, the state is continuing to research available options <a href="#">NC4/2012</a> - This issue may be addressed using the NCFAST Case Management System. <a href="#">NC 5/2014</a> – Insuring the diagnosed condition will be reflective of the report period being submitted will be resolved with the implementation of NCFAST. Our current system cannot accommodate adding dates to this field without extensive modifications. See notes regarding these at the end of this document. <a href="#">NC 10/2014</a> – At this time NC FAST continues to be the official plan for NC <a href="#">NC 10/2015</a> – At this time NC FAST continues to be the official plan for NC  3) <a href="#">NC 5/2014</a> – We will include this instruction in the DSS-5094 form instruction revisions. <a href="#">NC 10/2014</a> – No changes have been made at this time <a href="#">NC 2015</a> – CPPS manual Field 14 instructs "Attention Deficit Hyperactivity Disorder (ADHD) is entered as "EMOTIONALLY DISTURBED" <a href="http://info.dhhs.state.nc.us/olm/manuals/dss/csm-80/man/CPPS_Manual-01.htm#P361_18500">http://info.dhhs.state.nc.us/olm/manuals/dss/csm-80/man/CPPS_Manual-01.htm#P361_18500</a>

**AFCARS ASSESSMENT REVIEW IMPROVEMENT PLAN: Foster Care Data Elements**

**State: North Carolina**

**AFCARS Reporting Period: October 1, 2007 – March 31, 2008 (2008A)**

Element	Rating	Findings	Tasks	Date	Comments/Notes
			monitor future and subsequent files for changes in the data.		
#16 Has this child ever been adopted?  1 = Yes 2 = No 3 = Unable to Determine	3	<u>Form: DSS-5094, Child Placement and Payment Report (CPPR), section II. Child Information</u>  1) <u>Post Site-Visit Corrections:</u> The program code has been modified to correctly map missing data to blank (LNs 74000-74100).  <u>Frequency Report (n=13,114):</u> Yes = 236 (2%); No = 12,810 (98%); Unable to determine = 68 (.52%); Not reported = 120 (4%)  CB will contact the state based on the review of subsequent files.	<u>Form</u> 1) Make revisions to the manual in order to make it clear that "information unknown" is only to be used for situations in which the child is abandoned or the caretaker is incapacitated and unable to provide the information.  1a) Otherwise, if this information is not known due to the worker not collecting it or entering it onto the form, then this field must be reported blank.  2&3) <u>Task moved to GR Document.</u>  4) The Children's Bureau will monitor future and subsequent files for changes in the data.	Form 1) Oct 2010           1a) Mar 2011	<u>Form</u> 1) <u>CB, 4/2011: Provide changes NC10/2011: See links to the manual sections below</u> <a href="http://info.dhhs.state.nc.us/olm/manuals/dss/csm-60/man/CS1411.pdf">http://info.dhhs.state.nc.us/olm/manuals/dss/csm-60/man/CS1411.pdf</a> <a href="http://info.dhhs.state.nc.us/olm/manuals/dss/csm-60/man/CS1408-01.htm#P43_5001">http://info.dhhs.state.nc.us/olm/manuals/dss/csm-60/man/CS1408-01.htm#P43_5001</a> <u>CB, 6/2014: Information was found discussing use of "unable to determine" Safe Surrender infants. Did not find information on using "information unknown."</u> <u>NC 10/2014 – We will make these changes to the manual (see notes regarding manual changes at the end of GR document.)</u>  1a) <u>CB, 6/2014: Could not find any instruction in sections cited of the manual for this item.</u> <u>NC 10/2015 – No changes have been made to the manual at this time</u>
#17 If yes, how old was the child when the adoption was legalized?  [0 = Not Applicable] 1 = less than 2 years old 2 = 2-5 years old	2	<u>Program Code (pga847 LNs 182300-184700):</u> 1) The program code does not check for the age of children that enter foster care and were previously adopted through an international adoption.	<u>Program Code</u> 1) Modify the extraction code to include the age of the child at the time of an international adoption.	1) Dec 2010	1) <u>NC 11/2010 See attached program code</u> <u>CB, 4/2011: There don't appear to be any changes in the code for this requirement.</u> <u>NC 10/2011: See attached coding changes</u> <u>CB, 12/2011: There are no changes in the extraction code.</u> <u>CB, 05/2012: The code accounts for international adoptions for element #16 but doesn't seem to integrate that change consistently with the logic for element #17.</u>

**AFCARS ASSESSMENT REVIEW IMPROVEMENT PLAN: Foster Care Data Elements**

State: North Carolina

**AFCARS Reporting Period: October 1, 2007 – March 31, 2008 (2008A)**

Element	Rating	Findings	Tasks	Date	Comments/Notes
3 = 6-12 years old 4 = 13 years or older 5 = Unable to Determine  0125		<p>2) The program code incorrectly maps the situation when the child has been previously adopted, but the age was unknown, to "4, 13 years or older." In that case, it should be mapped to blank.</p> <p>3) <b>NEW ITEM 7/2012:</b> The frequency report for 2012A indicates: FC #16: Yes = 210; No = 10,431; Unable to determine = 56; Blank = 2 <b>However, element #17 indicates there are only 118 records reported as not applicable instead of 10, 431.</b></p>	<p>2) If a child is known to have been previously adopted, but the age is unknown, modify the extraction code to report element #17 as blank.</p> <p>3) <b>Modify the program code to map element #17 to not applicable if the child was not previously adopted (element #16 = no).</b></p>	<p>2) Dec 2010 <del>C, 12/2011</del></p> <p>3)</p>	<p><u>NC 5/2014</u> – Our IT partners are reviewing the code and we will write requirements to modify code once current code is identified. <u>NC 10/2014</u> – No changes have been made at this time <u>NC 10/2015</u> – We have a meeting scheduled with the new IT manager on 10/29/14 to review this code. Lack of staffing resources has prevented us from being able to complete this previously.</p> <p><u>2) NC11/2010</u> See attached program code <u>CB, 4/2011:</u> There don't appear to be any changes in the code for this requirement. <u>NC 10/2011-</u> See attached coding (Attachment 1) <u>CB, 12/2011:</u> The extraction code has been changed to map spaces to the child's age at adoption if the child was previously adopted but no age found. <u>CB, 6/2014:</u> A review of the code for 16 and 17 plus the frequency report indicates that the routines for these two elements is not correct. <u>NC 10/2014</u> – We will review this code as well with our IT partners and make corrections where needed. <u>NC 10/2015</u> – We have a meeting scheduled with the new IT manager on 10/29/14 to review this code. Lack of staffing resources has prevented us from being able to complete this previously.</p> <p>3) <u>NC 5/2014</u> – Our IT partners are reviewing the code and we will write requirements to modify code once current code is identified. <u>NC 10/2014</u> – No changes have been made at this time <u>NC 10/2015</u> – We have a meeting scheduled with the new IT manager on 10/29/14 to review this code. Lack of staffing resources has prevented us from being able to complete this previously.</p>

**AFCARS ASSESSMENT REVIEW IMPROVEMENT PLAN: Foster Care Data Elements**

**State: North Carolina**

**AFCARS Reporting Period: October 1, 2007 – March 31, 2008 (2008A)**

Element	Rating	Findings	Tasks	Date	Comments/Notes
		<p><u>Data Quality</u>  <u>Frequency Report</u> (n=13,114): Not applicable = 12,810 (98%); Unable to determine = 68 (.52%); Not reported = 3</p> <p>The program code incorrectly maps missing information to "3, unable to determine." <u>Post Site-Visit Corrections</u>: The program code has been modified to correctly map missing data to blanks (LNs 184620-184640).</p>	<p><u>Data Quality/Training/Supervision</u></p> <p>1) The State needs to ensure that caseworkers understand the use of "unknown" should be used if the child is abandoned or the parent is incapacitated.</p> <p>2) <u>Task moved to GR Document.</u></p> <p>3) The Children's Bureau will monitor future and subsequent files for changes in the data.</p>		<p><u>Data Quality</u></p> <p>1) NCDSS TA-Data Quality will be a component of the technical assistance model that the state office provides to the 100 local county DSS departments. The training module will consist of regionally based face to face sessions and web based training.  <u>CB, 05/2012</u>: See the new item added to the program code. Also, make sure caseworkers are entering this correctly.</p> <p>2) <u>Notes moved to GR Document.</u></p> <p>3) CB will contact the state based on the review of subsequent files.</p>
<p>#18 Date of First Removal from Home</p> <p>____(mo) ____                      (day)____(year)</p> <p>0110</p>	2	<p><u>Program Code (pqa847 LNs 185100-187600):</u></p> <p>1) The program code reports the begin date of the earliest of any living arrangement that is not "50, home of parents" or "51, home of legal guardian." This means that regardless of the type of out-of-home living arrangement the start date will be reported as the date of the first removal date.</p> <p>2) If the first ever removal from home was less than 24 hours, the program code incorrectly includes the begin date for this element.</p>	<p><u>Program Code</u></p> <p>1) If the first ever removal from home contained as a the first placement a locked facility or hospital and the child then went to a foster care setting, the program code must extract the start date of this foster care setting as the date of removal.</p> <p>2) Modify the program code to exclude a removal episode of 24 hours or less if it is the first ever removal from home.</p>	<p>Mar 2011                      October 2012</p> <p>2) 10/2012</p>	<p>This issue will be corrected as part of the Statewide Unique Identifier Project.  <u>NC10/2011</u>: The state plans to begin Phase II of this three phased project in the fall of 2012, which will involve cross county merging of client IDs.  <u>NC 5/2014</u> – Our IT partners are reviewing the code and we will write requirements to modify code once current code is identified.  <u>CB, 6/2014</u>: L185800, 0127 Process 18- It appears that the code was modified to check for values related to Div. of Youth Services Residential Facility, hospital, jail, or trial home visit. It seems if the oldest date is for one of these it is not included. However, it is not clear why a first removal from home would be a trial home visit. Also, is the residential facility a secure one? Will need my IT team to look at more closely the next time.  <u>NC 10/2014</u> – No changes have been made at this time  <u>NC 10/2015</u> – Unsure if any further action is needed based on CB comment from 6/2014 .</p> <p>2) This issue will be corrected as part of the Statewide Unique Identifier Project.  <u>CB, 12/2014</u>: See GR5 as well.</p>



**AFCARS ASSESSMENT REVIEW IMPROVEMENT PLAN: Foster Care Data Elements**

**State: North Carolina**

**AFCARS Reporting Period: October 1, 2007 – March 31, 2008 (2008A)**

Element	Rating	Findings	Tasks	Date	Comments/Notes
		<p><u>Data Quality</u>  <i>Case File Review Findings:</i> 7 (10%) of the records analyzed did not match what was reported in AFCARS.</p> <p>As noted in element #4, children in foster care are assigned unique IDs within each county, but those IDs do not cross county boundaries. A child who entered and was discharged from foster care in one county with one ID, who later enters foster care in another county with a different ID will not have the earlier foster care experience available for reporting purposes.</p> <p><u>Form:</u> DSS-5094, Child Placement and Payment Report (CPPR), section III. Placement Authority</p> <p><u>Post Site-Visit Corrections:</u> The program code has been modified to correctly exclude removal episodes whose only living arrangement type was a hospital or locked facility (LN 185810).</p>	<p><u>Data Quality/Training/Supervision</u></p> <p>1) The State must devise a method to report the first removal date that was associated with an earlier ID number. Identify the steps the State is taking to correct this issue.</p> <p>2) The Children's Bureau will monitor future and subsequent files for changes in the data.</p>		<p><u>NC 10/2014</u> – At this time we have no time indicators in our system. NC FAST will address this item by including time as well as dates.</p> <p><u>Data Quality</u>                      Data Quality will be a component of the technical assistance model that the state office provides to the 100 local county DSS departments. The training modules will consist of regionally based face to face sessions and web based training.</p>
#19 Total Number of Removals from Home	2	<p><u>Program Code (pqa847 LNs 187900-191100,244300-267800.):</u>                      1) The program code incorrectly does not exclude from the count previous removal episodes which lasted less than 24 hours.</p>	<p><u>Program Code</u>                      1) Modify the extraction code to exclude removal episodes that are 24 hours or less.</p>	<p>Code                      1) Nov 2008  <del>C, 10/2009</del></p>	<p>1) <u>CB, 10/2009:</u> The program code has been modified to correctly exclude removal episodes that begin and end on the same day. Because the State uses whole dates in the program code instead of time-of-day, this is an approximation to the goal of excluding removal episodes that are 24 hours or less in duration. However, the State needs to develop a process to ensure that if the child re-</p>

**AFCARS ASSESSMENT REVIEW IMPROVEMENT PLAN: Foster Care Data Elements**

State: North Carolina

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Element	Rating	Findings	Tasks	Date	Comments/Notes
		<p><u>Data Quality</u>                      1) <u>Post Site-Visit Corrections</u>: The program code has been modified to correctly exclude from the count, removal episodes whose only living arrangement type was a hospital or locked facility (LN 185810).</p> <p><u>Case File Review Findings</u>: 7 (10%) of the records analyzed did not match what was reported in AFCARS.</p>			<p>enters foster care in the future that the removal episode that is less than 24 hours is never included. pqa847 LNs 067500-067800.  <a href="#">NC 5/2014 – Corrected</a>  <a href="#">CB, 6/2014</a>: This is not correct as the extraction code only checks if the removal started and ended on the same day. This will not prevent the reporting of removals that are 24 hours or less in duration or prevent the episode from being counted if the child re-enters foster care.  <a href="#">NC 10/2014</a> – We will review the code to ensure that prior removal episodes with the same begin and end date are not counted as a removal if the child re-enters care in the future.  <a href="#">CB, 12/2014</a>: See GR5 as well. The issue is more than just same day enter/exits. See CB, 10/2009 note.  <a href="#">NC 10/2014</a> – At this time we have no time indicators in our system. NC FAST will address this item by including time as well as dates.</p>
		<p>2) A child who entered and discharged from foster care in one county with one ID, who later enters foster care in another county with a different ID will not have the earlier foster care experience available for reporting purposes.</p>	<p>2) The State must devise a method to report the first removal date that was associated with an earlier ID number. Identify the steps the State is taking to correct this issue</p>	2)	<p>2) Correction will be made as part of the Statewide Unique Identifier Project.  <a href="#">NC11/2010</a>: Full implementation of the Unique Statewide Identifier is scheduled for September 2011.  <a href="#">NC10/2011</a>: Full implementation has been delayed due to continued resource issues which has delay county data clean up efforts.  <a href="#">NC4/2012</a>- The state continues to make progress on county data clean up efforts.  <a href="#">NC 5/2014</a> – This issue will be resolved with the implementation of NCFAST. See notes regarding these at the end of this document.  <a href="#">NC 10/2014</a> – At this time NC FAST continues to be the official plan for NC  <a href="#">NC 10/2015</a> – NC FAST is still the plan for NC. We have done some work with the NC FAST team regarding requirements for the Child Welfare portion, so this work is moving forward</p>

**AFCARS ASSESSMENT REVIEW IMPROVEMENT PLAN: Foster Care Data Elements**

State: North Carolina

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Element	Rating	Findings	Tasks	Date	Comments/Notes
			<p>3) The State needs to develop a process to ensure that if the child re-enters foster care in the future that the removal episode that is less than 24 hours is never included.</p> <p><u>Data Quality</u> 1) The Children's Bureau will monitor future and subsequent files for changes in the data.</p>	3)	<p>3) <a href="#">NC 5/2014 2)</a> – We will include this in code revision.  <a href="#">NC 10/2014</a> – No changes have been made at this time (see notes at end of this document).  <a href="#">NC 10/2014</a> – At this time we have no time indicators in our system. NC FAST will address this item by including time as well as dates.</p>
<p>#20 Date Child was Discharged from last foster care episode (if applicable)</p> <p>____(mo) ____ (day)____(year)</p>	2	<p><u>Program Code (pqa847 LNs 191600-194100):</u> 1) The program code does not contain a check that the discharge date reported is prior to the date of removal for the current removal episode</p> <p>2) The program code does not exclude a removal episode whose duration was 24 hours or less,</p>	<p><u>Program Code</u> 1) Modify the program code accordingly.</p> <p>2) Modify the program code accordingly.</p>		<p>1) <a href="#">NC11/2010:</a> See attached program code  <a href="#">CB, 4/2011:</a> There don't appear to be any changes.  <a href="#">CB, 12/2011:</a> There are no changes for this task.  <a href="#">CB, 05/2012:</a> no updates found.  <a href="#">NC 5/2014</a> – Our IT partners are reviewing the code and we will write requirements to modify code once current code is identified.  <a href="#">NC 10/2014</a> – No changes have been made at this time  <a href="#">NC 10/2015</a> – We have a meeting scheduled with the new IT manager on 10/29/14 to review this code. Lack of staffing resources has prevented us from being able to complete this previously.</p> <p>2) <a href="#">CB, 12/2011:</a> There are no changes for this task.  <a href="#">CB, 05/2012:</a> no updates found.  <a href="#">NC 5/2014</a> – Our IT partners are reviewing the code and we will write requirements to modify code once current code is identified..  <a href="#">NC 10/2014</a> – No changes have been made at this time  <a href="#">NC 10/2014</a> – At this time we have no time indicators in our system. NC FAST will address this item by including time as well as dates</p>

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Element	Rating	Findings	Tasks	Date	Comments/Notes
		<p>3) The wrong date may be reported for subsequent data file submissions, if a new removal episode begins after the reporting period but before the date of submission of that subsequent data file.</p> <p><u>Data Quality</u>  <u>Post Site-Visit Corrections:</u> The program code has been modified to correctly exclude removal episodes whose only living arrangement is a hospital or locked facility.</p> <p><u>Case File Review Findings:</u> 7 (10%) of the records analyzed did not match what was reported in AFCARS.                      A child who entered and discharged from foster care in one county with one ID, who later enters foster care in another county with a different ID will not have the earlier foster care experience available for reporting purposes. The State must devise a method to report the date of a prior removal episode discharge date.</p>	3) Modify the program code accordingly.		<p>3) <u>CB, 12/2011:</u> There are no changes for this task.  <u>CB, 05/2012:</u> no updates found.  <u>NC 5/2014</u> – Our IT partners are reviewing the code and we will write requirements to modify code once current code is identified.  <u>NC 10/2014</u> – No changes have been made at this time (see notes at end of this document).  <u>NC 10/2015</u> – We have a meeting scheduled with the new IT manager on 10/29/14 to review this code. Lack of staffing resources has prevented us from being able to complete this previously.</p>
#21 Date of Latest Removal  ____(mo) ____ (day)____(year)	2	<p><u>Program Code:</u>                      The date of removal is associated with the date of the first living arrangement within a removal episode and not the date of legal authority. This reflects the date the</p>	<p><u>Program Code</u>                      1) If the first ever removal from home contained as a the first placement a locked facility or hospital and the child then went to a foster care setting, the program</p>	Code 1) Oct 2010 C, 12/2011	<p>1) <u>CB, 4/2011:</u> There don't appear to be any changes.  <u>CB, 12/2011:</u> The new extraction code does correctly check for and select the most recent start of a living arrangement that is out of the child's parents home and is not a hospital or locked facility (jail or juvenile facility).</p>

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Element	Rating	Findings	Tasks	Date	Comments/Notes
		<p>State physically removed the child instead of the date of the court order of removal.</p> <p>2) When the program code checks for the earliest removal date after the latest, non-blank discharge date, it incorrectly does not check that the latest discharge date is no later than the end of the reporting period.</p> <p><u>Data Quality</u> <u>Post Site-Visit Corrections:</u> The program code has been modified to correctly check for the earliest begin date of the child's living arrangement that is not a hospital or locked facility (LNs 88100-88200).</p>	<p>code must extract the start date of this foster care setting as the date of removal.</p> <p>2) Modify the extraction code to only check for dates that occur within the report period.</p> <p><u>Data Quality/Training/Supervision</u> 1) The Children's Bureau will monitor future and subsequent files for changes in the data.</p>	<p>2) Oct 2010</p> <p>N/A</p>	<p>2) <a href="#">NC11/2010</a>: See attached program code <a href="#">CB, 4/2011</a>: There don't appear to be any changes. <a href="#">CB, 12/2011</a>: Unable to locate any date checking logic for insuring that the removal is prior to the end of the report period. <a href="#">CB, 05/2012</a>: no updates found. <a href="#">NC 5/2014</a> – Our IT partners are reviewing the code and we will write requirements to modify code once current code is identified. <a href="#">NC 10/2014</a> – No changes have been made at this time <a href="#">NC 10/2015</a> – We have a meeting scheduled with the new IT manager on 10/29/14 to review this code. Lack of staffing resources has prevented us from being able to complete this previously.</p>
<p>#23 Date of Placement in Current Foster Care Setting</p> <p>____(mo) ____ (day)____(year)</p>	3	<p><u>Post Site-Visit Corrections:</u> 1) The program code has been modified to correctly include living arrangements of "trial home visit" and "runaway" when reporting the date of placement in the current foster care setting (LNs 196400-196520).</p> <p><u>Form:</u> DSS-5094, Child Placement and Payment Report (CPPR), section VIII. Living Arrangement (CPPS Manual page 29 - 33, and page 43 for facility type.)</p> <p>There are three rows on the form for living arrangements. The case</p>	<p>1) The Children's Bureau will monitor future and subsequent files for changes in the data.</p> <p>2) Describe, develop, and implement a method to ensure the accurate and timely entry of this data.</p> <p>3) Implement supervisory oversight for the correct and timely entry of this data.</p>	<p>N/A</p> <p>Mar 2011</p> <p>Mar 2011</p>	<p>CB will contact the state based on the review of subsequent files.</p> <p>NCDSS TA(See above comments concerning NCDSS TA)</p>

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Element	Rating	Findings	Tasks	Date	Comments/Notes
		workers are instructed to use a second blank page if more than 3 updates are entered at a time. <u>Case File Review Findings:</u> 36 (49%) of the records analyzed did not match what was reported in AFCARS.			
#24 Number of Previous Placement Settings in This Episode	2	<p><u>Program Code (Pqa847 LNs 203400-212900):</u> 1) The program code currently includes all hospitalizations in the placement count.</p> <p>2) When a child returns to the same living arrangement from which he/she ran away or when placed in his/her own home, the program code is incorrectly counting the return to the same living arrangement as a new move (the count is incorrectly incremented).</p> <p>3) The program code incorrectly sets the count to one (01) in the situation where the State/County gets care and placement</p>	<p><u>Program Code</u> 1) The State needs to determine if the Medicaid State plan defines a length of stay for "acute care." If so, provide the Federal team with a copy of the plan with this language. If it does not, then the State needs to determine what they are going to consider an acute care hospital stay and provide the Federal team with their proposal. 1a) The program code must be modified to exclude from the placement count hospitalizations for acute care. The code is to continue counting non-acute care hospital stays.</p> <p>2) Modify the program code to not increment the placement count of a return from a runaway or "trial home visit" to the same prior location.</p> <p>3) Modify the program code to initialize the placement count to zero.</p>	<p>Program Code 1) June 2012</p> <p>2) Dec 2010 C, 12/2011</p> <p>3) Dec 2010 C, 12/2011</p>	<p><u>Program Code</u> <a href="#">NC 2/2010</a>- NCDSS is currently researching the state Medicaid plan for the definition of "acute care". <a href="#">CB, 05/2012</a>: no updates found. <a href="#">NC 5/2014</a> – We are working with our Policy Team to determine if acute care is defined in our Medicaid State Plan and, if not will establish a definition, update manuals and the DSS-5094 instructions, and work with IT to modify the code. <a href="#">NC 10/2014</a> – No changes have been made at this time <a href="#">NC 10/2015</a> – No changes have been made at this time</p> <p>2) <a href="#">NC11/2010</a>: See attached program code <a href="#">CB, 4/2011</a>: There don't appear to be any changes. <a href="#">CB, 12/2011</a>: The extraction code has been changed to correctly not increment the element #24 count for returns from a runaway episode.</p> <p>3) <a href="#">NC11/2010</a>: See attached program code. <a href="#">CB, 4/2011</a>: There don't appear to be any changes. <a href="#">CB, 12/2011</a>: The extraction code has been changed to</p>

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Element	Rating	Findings	Tasks	Date	Comments/Notes
		responsibility for a child but the child is on runaway status and still is on runaway status as of the end of the report period.	3a) Modify the program code to not count the first placement setting of "runaway."	3a) Dec 2010	correctly initialize the placement count to zero.  3a) <a href="#">NC11/2010</a> : See attached program code <a href="#">CB, 4/2011</a> : There don't appear to be any changes. <a href="#">CB, 12/2011</a> : The extraction code has been changed (if I am reading this correctly) to not count <i>any</i> runaway, hospital, locked facility, respite or trial home visit (CURS4). The State must include non-acute hospital stays and locked placements. <a href="#">CB, 7/2012</a> : No changes made to code. <a href="#">NC 5/2014</a> – Our IT partners are reviewing the code and we will write requirements to modify code once current code is identified. <a href="#">NC 10/2014</a> – No changes have been made at this time (see notes at end of this document).
		4) The program code incorrectly increments the count when the placement setting changes status (e.g. a foster home becomes a pre-adoptive home). As part of the post site-visit phase the State modified the program code to incorrectly increment the count when the living arrangement type changes, despite the facility ID remaining the same (status change).  <u>Data Quality</u> <u>Post Site-Visit Corrections</u> : 1) The program code has been modified to correctly exclude from the count the living arrangement type "98, respite."	4) Modify the program code to not count living arrangements as moves when only the status changes.  4) Modify the program code to no count a change in status of a foster home as a placement move.  <u>Data Quality/Training/Supervision</u> 1) The Children's Bureau will monitor future and subsequent files for changes in the data.	4) Dec 2010 <a href="#">C, 12/2011</a>	4) <a href="#">CB, 12/2011</a> : The extraction code been changed to correctly check for a facility code to determine if a status change is an actual physical location change.

**AFCARS ASSESSMENT REVIEW IMPROVEMENT PLAN: Foster Care Data Elements**

State: North Carolina

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Element	Rating	Findings	Tasks	Date	Comments/Notes
		<p>2) The program code has been modified to correctly not count the "perm box" values of 3 or 4</p> <p>Case File Review Findings: 33 (45%) of the records analyzed did not match what was reported in AFCARS.</p>			
<p>#25 Manner of Removal From Home for Current placement Episode</p> <p>1 = Voluntary 2 = Court Ordered 3 = Not Yet Determined</p>	2	<p><u>Program Code (Pqa847 LNs 213400-215500):</u> <u>Post site-visit corrections (LNs 214100-215300):</u> The value "10, transfer in from another NC county is mapped to "3, not yet determined." (See other issues related to cases being discharged and re-entered as a new removal for these situations.) The State mapped this value to "court ordered." This approach must be modified because a case that has the jurisdiction transferred from one county to another is not a new removal episode. The original removal manner is to still be reported for the child.</p> <p><u>Data Quality</u> <u>Post site-visit corrections (LNs 214100-215300):</u> The State has corrected the mapping of some values. State codes "5" and "6," "reserved for later use," "8, ICPC into NC" and "other values" are now correctly mapped to blank. "Relinquishment for adoption" is now correctly mapped to "court</p>	<p><u>Program Code</u> 1) The State must devise a method to maintain removal information.</p> <p><u>Data Quality/Training/Supervision</u> 1) The Children's Bureau will monitor future and subsequent files for changes in the data.</p>	<p>Mar 2011 Sept 2011 October 2012</p> <p>N/A</p>	<p>This correction will be made as part of the History Table Project.</p> <p><a href="#">NC 2/2010</a>- NCDSS is currently working with NCDIRM (technical partners) on this ongoing long term project. <a href="#">NC10/2011</a>: Full implementation of this project has been delayed due to limited resources and delay in county data clean up efforts. <a href="#">NC4/2012</a>- This issue may be addressed using the NCFast Case Management System. <a href="#">NC 5/2014</a> – This issue will be resolved with the implementation of NCFast which will allow the child's history to remain attached to a single identifier. See notes regarding these at the end of this document. <a href="#">NC 10/2014</a> – At this time NC FAST continues to be the official plan for NC <a href="#">NC 10/2015</a> – NC FAST is still the plan for NC. We have done some work with the NC FAST team regarding requirements for the Child Welfare portion, so this work is moving forward</p>



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Element	Rating	Findings	Tasks	Date	Comments/Notes
		ordered." The State value "11, placement was originally VPA" is now correctly mapped to "voluntary."			
Actions or Conditions Associated With Child's Removal (Indicate all that apply with a "1".)  #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  [0-Does not Apply] 1-Applies	3	Form: DSS-5094, Child Placement and Payment Report (CPPR), section III. Placement Authority (CPPS Manual page 14)  The State's list includes "domestic violence."	1) Domestic violence can be mapped to "neglect."  2) The State needs to provide training that Fetal Alcohol Exposure should be recorded for this element.  3) The State needs to provide training that Fetal Drug Exposure should be recorded for this element.  4) The State incorrectly records Safe Haven (Safe Surrender) as abandonment. The State indicated they will probably add an option of "Safe Surrender" to the options list.	1) Oct 2010  2) Mar 2011  3) Mar 2011  4) Oct 2010	1) <a href="#">NC11/2010</a> : See attached program code  2) <a href="#">NC 5/2014</a> – We are unclear about tasks #2 and #3. Do you mean NC should include 2 new data elements: 'Fetal Alcohol' and "Fetal Drug Abuse" on the form, or that if the child has fetal alcohol (drug), then parent alcohol (drug) abuse should be selected?  3) <a href="#">NC 10/2014</a> – Did not receive feedback on this item 6/2014. Still unsure how to properly correct this item. CB, 12/2014: As this element is rated a 3 tasks are for proper data entry. If a field is added to track this information, then the system and the extract logic must be modified. <a href="#">NC 10/2015</a> – Will plan to add additional fields  4) <a href="#">NC10/2011</a> : See attached DSS5104 Form <a href="http://info.dhhs.state.nc.us/olm/forms/dss/dss-5104.pdf">http://info.dhhs.state.nc.us/olm/forms/dss/dss-5104.pdf</a> <a href="#">NC 5/2014</a> – At this time we have not added "Safe Surrender" to the options list. If we did, what would it map to? We are unclear why it is incorrect to map Safe Surrender to abandonment – the AFCARS definition "Child left alone or with others; caretaker did not return or make whereabouts known" describes Safe Surrender. <a href="#">CB, 6/2014</a> : Safe Surrender is to be mapped to relinquishment as the child is not abandoned and instead was taken to a safe place and safely surrendered. This is more in line with relinquishment because an abandoned baby/child the agency will seek to find and identify the parent and then criminal charges could be pursued. <a href="#">NC 10/2014</a> – We will add this modification to the DS-5094 form when we make the other revisions. <a href="#">NC 10/2015</a> – Revisions have not been made at this time.

**AFCARS ASSESSMENT REVIEW IMPROVEMENT PLAN: Foster Care Data Elements**

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Element	Rating	Findings	Tasks	Date	Comments/Notes
					but we will include these in the changes submitted after the meeting with the new IT manager 10/19/2015.  7) Statewide Unique Identifier and History Table projects will correct this issue.
			7) The State must devise a method to maintain removal information in instances when a foster care case remains open but the jurisdiction of the case is transferred to another county.	7) <del>Mar 2011</del> October 2012	
#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	<del>2</del> 3	<u>Program Code Pqa847 LN</u> s <u>215800-223500</u> ): <u>Post Site-Visit Corrections</u> : 1) Living arrangements with State codes "72" and "74" are no longer extracted as placement settings.  <u>Data Quality</u> The State code for runaway (76) is now correctly mapped to AFCARS "7, runaway."  The State code "53, therapeutic home" is now mapped to "foster family home non-relative."  State codes "50, home of parents" and "51, home of legal guardian" are now correctly mapped to blank. "98, respite," is no longer extracted as a placement setting.	<u>Program Code</u> 1) Provide definitions for the state codes.  <u>Data Quality/Training/Supervision</u> 1) The Children's Bureau will monitor future and subsequent files for changes in the data.	Sep 2009 <del>C, 10/2009</del>         N/A	Please see attached definitions for the state codes in the CPPS Manual pgs 29-33.
#43 Most recent case plan goal 1 = Reunify With Parent(s) Or Principal Caretaker(s) 2 = Live With Relative(s)	2	<u>Program Code (Pqa847 LN</u> s <u>223800-226100</u> ) 1) "Guardianship with relative (04)" is incorrectly mapped to "guardianship,"	<u>Program Code</u> 1) Modify the program code to map "guardianship with relative" to "live with relative."	Program Code <del>1) Oct 2010</del> Mar 2011	<u>Program Code</u> 1) <u>CB, 12/2011</u> : The extraction code has not been changed ("04" is still mapped to "06"). <u>CB, 05/2012</u> : No changes since last update. <u>NC 5/2014</u> – Our IT partners are reviewing the code and we will write requirements to modify code once current code is identified.

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Element	Rating	Findings	Tasks	Date	Comments/Notes
3 = Adoption 4 = Long Term Foster Care 5 = Emancipation 6 = Guardianship 7 = Case Plan Goal Not Yet Established		2) Finding as written in the Findings document: The program code maps the value "Custody with non-removal parent or relative" (code 6) to "live with other relative." <b>The State must replace this value and separate it into two different values.</b> <u>Post Site-Visit Corrections:</u> The State code "6, custody with non-removal parent" is now mapped to "reunification" (LNs 223800-225200). "Custody with non-removal parent" (i.e., non-custodial parent) is to be mapped to "reunification." "Custody with non-removal relative" is to be mapped to "live with relative(s)."	2) The State must replace this value ("Custody with non-removal parent or relative") with 2 different values. a) "Custody with non-removal relative" is to be mapped to "live with relative(s)." b) Custody with non-removal parent is to be set to "reunification." The "non-custodial parent" is still a parent not a relative. If the child is placed with the non-custodial parent, then this is a discharge.	2) <del>Oct 2010</del> Mar 2011	<p>NC 10/2014 – No changes have been made at this time</p> <p>NC 10/2015 – We have a meeting scheduled with the new IT manager on 10/29/14 to review this code. Lack of staffing resources has prevented us from being able to complete this previously.</p> <p>2) <u>CB, 12/2011:</u> The extraction code now maps "06" to "01" but no updated version of the case plan goal code values is provided so it isn't clear what the mapping really means.</p> <p><u>CB, 7/2012:</u> Based on information in the CPPS manual (attachment 2), this value has not been corrected.</p> <p><u>NC 5/2014 –</u> We need some clarification on Finding and Task #2. As we are interpreting it, the first sentence in Findings #2 states what we are doing incorrectly. The second sentence of task #2 directs us on the change we should make. However those are the same. If we are supposed to separate into 2 values, what is the other value supposed to be?</p> <p><u>CB, 6/2014:</u> I (AP) reviewed the findings document and rewrote the finding and task for #2.</p>
		3) The State maps the value "09, Youth is 18-VPA" to "emancipation."	3) Since these youth are to be reported as discharged from foster care for AFCARS reporting purposes, this value should be commented out in the program code.	3) Oct 2010	<p>3)</p> <p><u>NC11/2010:</u> See attached program code</p> <p><u>CB, 4/2011:</u> There don't appear to be any changes.</p> <p><u>CB, 12/2011:</u> The extraction code still maps a code of "09" to an AFCARS case plan goal code of "05."</p> <p><u>CB, 05/2012:</u> No changes since last update.</p> <p><u>NC 10/2015 –</u> We have a meeting scheduled with the new IT manager on 10/29/14 to review this code. Lack of staffing resources has prevented us from being able to complete this previously.</p>

**AFCARS ASSESSMENT REVIEW IMPROVEMENT PLAN: Foster Care Data Elements**

**State: North Carolina**

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Element	Rating	Findings	Tasks	Date	Comments/Notes
		<p>Term Foster Care 0; Emancipation = 299 (2%); Guardianship = 1,028 (8%); Case Plan Goal Not Yet Established = 107 (1%); Not reported = 77</p> <p><u>Case File Review Findings:</u> 14 (19%) of the records analyzed did not match what was reported in AFCARS.</p> <p><u>Post site-visit correction:</u> The State code "6, custody with non-removal parent" is now mapped to "reunification"</p>	<p>3a) The State needs to identify if there are any other circumstances in which the AFCARS value "emancipation" would be used.</p> <p><u>Data Quality/Training/Supervision</u> 1&amp;2) <a href="#">Task moved to GR Document.</a></p> <p>3) The Children's Bureau will monitor future and subsequent files for changes in the data.</p>	<p>3a) Oct 2010 <b>OK</b></p>	<p>3a) <a href="#">NC11/2010:</a> NCDSS will clarify whether or not there are circumstances in which the AFCARS value "emancipation would be used." <a href="#">NC 5/2014</a> – There are no other circumstances where a child's plan goal would be emancipation.</p> <p><u>DO</u> 1 &amp; 2) <a href="#">Notes moved to GR Document.</a></p> <p>CB will contact the state based on the review of subsequent files. <a href="#">The post site correction is also unclear to us, as it seems to imply we have made corrections, but the item is not listed as corrected.</a> <u>CB, 6/2014:</u> Note that it is listed in the data quality section.</p>
<p>#44 Caretaker Family Structure</p> <p>1 = Married Couple 2 = Unmarried Couple 3 = Single Female 4 = Single Male 5 = Unable to Determine</p>	3	<p><u>Program Code (Pqa847 LN 157800-158200):</u> The program code maps a State value of "0" to AFCARS "5, unable to determine" for this element. All other State values are copied directly to the AFCARS element. The value "0" is for blank fields and it should be mapped to blank in AFCARS.</p> <p><u>Post Site-Visit Corrections:</u> The program code has been modified to correctly map the State value of "0" to blank, instead of "5, unable to determine." LN 157900.</p>	<p>1) The Children's Bureau will monitor future and subsequent files for changes in the data.</p>	N/A	<p>CB will contact the state based on the review of subsequent files.</p>
<p>#47 Mother's Date of TPR</p> <p>#48 Legal or Putative Father's TPR</p>	2	<p><u>Program Code (Pqa847 LN 162600-163400):</u> The program code does not check for the most recent TPR date if more than one is present. The date that was</p>	<p><u>Program Code/System</u> A history of TPR dates must be maintained and the program code revised to pull the most recent TPR date and the for the report period</p>	<p>Mar 2011 Sept 2011 October 2012</p>	<p>This correction will be made as part of the History Table Project. <a href="#">NC 5/2014</a> – This will be resolved with the addition of a history table created with the implementation of NCFASST. See notes regarding these at the end of this document.</p>

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Element	Rating	Findings	Tasks	Date	Comments/Notes
____(mo) ____ (day)____(year)		entered most recently will be reported. This is because only the recent TPR date is stored in the AFCARS table. Therefore, the most recently entered, rather than the most recent TPR date, is reported. If the State resubmits a prior report period, the latest TPR and not the one that may exist during the resubmitted report period is submitted. This would appear as a future date. <u>Case File Review Findings:</u> 10 (14%) of the records analyzed did not match what was reported in AFCARS.	being submitted.  <u>Data Quality</u>  3) The Children's Bureau will monitor future and subsequent files for changes in the data.		<a href="#">NC 10/2014</a> – At this time NC FAST continues to be the official plan for NC <a href="#">NC 10/2015</a> – NC FAST is still the plan for NC. We have done some work with the NC FAST team regarding requirements for the Child Welfare portion, so this work is moving forward
#49 Foster Family Structure  0 = Not Applicable 1 = Married Couple 2 = Unmarried Couple 3 = Single Female 4 = Single Male	2	<u>Program Code (pqa847 LNs 164500-164900):</u> 1) State staff indicated that the only table that does not keep a date history is 112T, which contains this information, as well as the information for FC elements #49, and #52-55. Therefore, if the State were to resubmit an AFCARS file, the appropriate information for the applicable report period would not be reported.  2) The program code has been modified to incorrectly report this element as blank if the current placement type is other than "1," "2", or "3" (LN 221900).	<u>Program Code/System</u> 1) The State must create a history table associated with foster family information.  2) When the placement type is not a foster home setting, this element should be reported as "0, not applicable"	1) <del>Mar 2011</del> <del>Sept 2011</del> October 2012  2) <del>Mar 2011</del> <del>Sept 2011</del> October 2012	1) This correction will be made as part of the History Table Project. <a href="#">NC4/2012</a> - This issue may be addressed using the NCFast Case Management System. <a href="#">NC 5/2014</a> – The history table issue will be resolved with the implementation of NCFast. See notes regarding these at the end of this document. <a href="#">NC 10/2014</a> – At this time NC FAST continues to be the official plan for NC <a href="#">NC 10/2015</a> – NC FAST is still the plan for NC. We have done some work with the NC FAST team regarding requirements for the Child Welfare portion, so this work is moving forward  2) This correction will be made as part of the History Table Project. <a href="#">NC4/2012</a> - This issue may be addressed using the NCFast Case Management System. Please see the attached NCFast Link for project updates> <a href="http://www.ncdhhs.gov/ncfast/index.htm">http://www.ncdhhs.gov/ncfast/index.htm</a>

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Element	Rating	Findings	Tasks	Date	Comments/Notes
		<p><u>Data Quality</u>  <i>Post site-visit corrections:</i>                      Missing data are now correctly mapped to blanks (LNs 164500-164600).  <u>Form:</u> DSS-5094, Child Placement and Payment Report (CPPR), section XII. Substitute Parent Information                      Case workers are not entering the information for relative foster parents. The State needs to have supervisors check that this data is being entered.                      The manual does not indicate how the worker should code a married couple that is separated. The state indicated they are entering it as "married."  <u>Case File Review Findings:</u> 21 (29%) of the records analyzed did not match what was reported in AFCARS.</p>	<p><u>Data Quality/Training/Supervision</u>                      1&amp;2) <a href="#">Task moved to GR Document.</a>                      3) The Children's Bureau will monitor future and subsequent files for changes in the data.</p>	<p>1)                       N/A</p>	<p><u>Data Quality</u>                      1&amp; 2) <a href="#">Notes moved to GR Document.</a>                      CB will contact the state based on the review of subsequent files.</p>
<p>#50 1<sup>st</sup> Foster Caretaker's Birth Year                       #51 2<sup>nd</sup> Foster Caretaker's Birth Year</p>	2	<p><u>Program Code (Pqa847 LNs 165000-166200):</u>                      Review of the program code and data entry process indicates this information is not associated with a particular placement. It appears that if a new placement is entered but the foster caretaker's birth date is not updated, the previous foster parent's birth date will be reported.   <u>Data Quality</u>  <i>Form:</i> DSS-5094, Child Placement</p>	<p><u>Program Code/System</u>                      1) Modify the system to collect and store information related to each set of foster parents for each associated foster care setting the child is placed.                       1a) Modify the extraction code to extract the correct foster parent's date of birth information for the correct living arrangement.</p> <p><u>Data Quality/Training/</u></p>	<p>Mar 2011                      October 2012</p>	<p>This correction will be made as part of the History Table Project.  <a href="#">NC4/2012- This issue may be addressed using the NCFast Case Management System.</a>  <a href="http://www.ncdhhs.gov/ncfast/index.htm">http://www.ncdhhs.gov/ncfast/index.htm</a>  <a href="#">NC 5/2014 – Our IT partners are reviewing the code and we will write requirements to modify code once current code is identified. The historical data should be resolved with the implementation of NCFast. See notes regarding these at the end of this document.</a>  <a href="#">NC 10/2014 –No code changes have been made at this time. Regarding the history table, NC FAST continues to be the official plan for NC</a></p>

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Element	Rating	Findings	Tasks	Date	Comments/Notes
		<p>and Payment Report (CPR), section XII. Substitute Parent Information</p> <p>2) Case workers are not entering the information for relative foster parents.</p> <p><u>Case File Review Findings, #50:</u> 15 (21%) of the records analyzed did not match what was reported in AFCARS.</p> <p><u>Case File Review Findings, #51:</u> 12 (16%) of the records analyzed did not match what was reported in AFCARS.</p>	<p><u>Supervision Form:</u></p> <p>1) If necessary, modify the form to ensure that the foster parent information is correctly associated with the child's current foster care setting.</p> <p>2) Ensure that caseworkers are entering information on relative foster parents.</p> <p>3&amp;4) <a href="#">Task moved to GR Document.</a></p>	<p>DQ 1)</p>	<p><a href="#">NC 10/2015</a> – NC FAST is still the plan for NC. We have done some work with the NC FAST team regarding requirements for the Child Welfare portion, so this work is moving forward</p> <p><u>Data Quality</u> 1)</p> <p>3&amp;4) <a href="#">Notes moved to GR Document.</a></p>
<p>#52 1<sup>st</sup> Foster Caretaker's Race</p> <p>#54 2<sup>nd</sup> Foster Caretaker's Race (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>	2	<p><u>Program Code (pqa847 LNs 167800-181800):</u></p> <p>The foster caretaker's race may not be associated with the current placement. In such cases, it is possible that race is reported even when it is not applicable to the current placement setting.</p>	<p><u>Program Code/System</u></p> <p>1) Modify the extraction code to extract the correct foster care race information for the correct living arrangement.</p>	1) July 2012	<p>1) <a href="#">CB, 12/2011:</a> The extraction code does not appear to have been modified for the requested change.</p> <p><a href="#">NC 5/2014</a> – Our IT partners are reviewing the code and we will write requirements to modify code once current code is identified. The historical data should be resolved with the implementation of NCFast. See notes regarding these at the end of this document.</p> <p><a href="#">NC 10/2014</a> – No code changes have been made at this time. Regarding the history table, NC FAST continues to be the official plan for NC</p> <p><a href="#">NC 10/2015</a> – NC FAST is still the plan for NC. We have done some work with the NC FAST team regarding requirements for the Child Welfare portion, so this work is moving forward</p>

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Element	Rating	Findings	Tasks	Date	Comments/Notes
		<p><u>Form:</u> DSS-5094, Child Placement and Payment Report (CPPR), section XII. Substitute Parent Information</p> <p>1) Case workers are not entering the information for relative foster parents.</p> <p>See FC element #49 for recommendations regarding a date history for these elements.</p> <p><u>Case File Review Findings:</u> 15 (21%) of the records analyzed did not match what was reported in AFCARS.</p> <p><u>Post Site-Visit Corrections:</u> The program code has been modified to correctly set this element to blank if foster care element #41 has a value = 4, 5, 6, 7, or 8 (LNs 221300-221450). If all race values are missing, the program code now correctly sets all race values in foster care element #52 a-f to blank (LNs 181948-181961).</p>	<p><u>Form/Data Quality/Training/Supervision</u></p> <p>1) The State needs to have supervisors check that this data is being entered.</p> <p>2) The Children's Bureau will monitor future and subsequent files for changes in the data.</p>	<p>Form/DQ Mar 2011 Continuous &amp; Ongoing</p> <p>N/A</p>	<p><u>Form/DQ</u></p> <p>1) The importance of timely and accurate data entry will be addressed as part of the NCDSS TA that the state office will provide to the local dss departments.</p> <p>CB will contact the state based on the review of subsequent files.</p>
<p>#53 1<sup>st</sup> Foster Caretaker's Hispanic or Latino Origin</p> <p>#55 2<sup>nd</sup> Foster Caretaker's Hispanic Origin</p> <p>0 = Not applicable 1 = Yes 2 = No 3=Unable to determine</p>	2	<p><u>Program Code</u> (pqa847 LNs 167800-181946);</p> <p>1) This element is incorrectly initialized to "2, no."</p>	<p><u>Program Code</u></p> <p>1) Modify the program code to initialize this element to blank.</p>	<p>Code 1) July 2012</p>	<p><u>Code</u></p> <p>1) <a href="#">CB, 12/2011</a>: The extraction code still incorrectly initializes the Hispanic or Latino Origin code to "2." <a href="#">NC 5/2014</a> – Our IT partners are reviewing the code and we will write requirements to modify code once current code is identified. <a href="#">NC 10/2014</a> – No changes have been made at this time (see notes at end of this document). <a href="#">NC 10/2015</a> – We have a meeting scheduled with the new IT manager on 10/29/14 to review this code. Lack of</p>



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Element	Rating	Findings	Tasks	Date	Comments/Notes
		<p>2) The program code incorrectly does not set this element to "not applicable" if foster care element #41 has a value = 4, 5, 6, 7 or 8.</p> <p>3) The foster caretaker's Hispanic origin may not be associated with the current placement. In such cases, it is possible that Hispanic origin is reported even when it is not applicable to the current placement setting.</p> <p><u>Data Quality</u> Form: DSS-5094, Child Placement and Payment Report (CPPR), section XII. Substitute Parent Information 1) Case workers are not entering the information for relative foster parents. <u>Case File Review Findings:</u> 15 (21%) of the records analyzed did not match what was reported in AFCARS.</p>	<p>2) Modify the program code to check if the child's placement is a non-foster home setting, if it is then map this element to "not applicable."</p> <p>3) Modify the program code to associate the reporting of this information with the foster parents of the current, or if the child discharged from foster care the last, foster home.</p> <p><u>Data Quality/Training/Supervision</u> 1) Provide training to case workers that this information is to be recorded for relative foster homes. 3) See FC element #49 for recommendations regarding a date history for these elements.</p>	<p>2) July 2012 C, 12/2011</p> <p>3) July 2012</p> <p>DQ</p>	<p>staffing resources has prevented us from being able to complete this previously.</p> <p>2) <u>CB, 12/2011:</u> The extraction code does check for and set "not applicable." <u>NC 5/2014 – So we have corrected #2?</u> <u>NC 10/2014 – Is #2 corrected?</u></p> <p>3) <u>CB, 12/2011:</u> The extraction code does not appear to check for the Hispanic or Latino code being associated with the correct foster parents. <u>The state has a question about whether or not a value for "unable to determine" needs to be included in FC Element #s 53 &amp; 55.</u> <u>CB, 10/2009:</u> Unable to determine would be used if the person refused to provide their Hispanic/Latino ethnicity. You could use the value "declined" and map it to AFCARS. <u>NC11/2010:</u> NC has added a field to capture "declined" . <u>CB, 4/2011:</u> Provide forms/screens <u>NC10/2011:</u> See attached form link DSS5027 <u>CB, 12/2011:</u> The State provided the form but no instructions as to what values are used or their meaning. <u>NC4/2012:</u> See attached instructions and valid values: ATTACHMENT 2 <u>NC 5/2014 – We are developing requirements documents to add "declined" to our system. When NCFast is implemented, race/ethnicity will be captured according to CNDs requirements.</u> <u>NC 10/2014 –No code changes have been made at this time. Regarding race/ethnicity, NC FAST continues to be the official plan for NC</u> <u>NC 10/2014 – We have added two new race codes that capture "declined", but since our current system does not capture Hispanic origin separate from race, they may not be applicable for all situations. Regarding race/ethnicity,</u></p>

**AFCARS ASSESSMENT REVIEW IMPROVEMENT PLAN: Foster Care Data Elements**

**State: North Carolina**

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Element	Rating	Findings	Tasks	Date	Comments/Notes
					NC FAST continues to be the official plan for NC
#56 Date of Discharge from foster care  ____(mo) ____ (day)____(year)	2	<u>Program Code</u> The State is incorrectly including youth over the age of 18.	1) For youth that turn 18 within the reporting period, if element 56 is blank, set element 56 to the youth's 18 <sup>th</sup> birthday.  <u>Data Quality</u> 1) Supervisors need to ensure this data is entered correctly and in a timely manner.  2) CB will review and monitor the data in the 2009A and B report periods for improvement.	Code 1)          Data Quality 1) Mar 2011          N/A	<u>Program Code</u> 1) <u>CB, 12/2011</u> : The extraction code does not appear to be corrected for this task. <u>NC 5/2014</u> – Our IT partners are reviewing the code and we will write requirements to modify code once current code is identified. <u>NC 10/2014</u> – No changes have been made at this time <u>NC 10/2015</u> – We have a meeting scheduled with the new IT manager on 10/29/14 to review this code. Lack of staffing resources has prevented us from being able to complete this previously.
#57 Date of Discharge Transaction Date  ____(mo) ____ (day)____(year)	2 3	<u>Program Code (pqa847 102100-107700)</u> : The program code does not include a condition that checks if the placement authority termination date is no later than the end of the reporting period within the select statement itself. The current logic may result in transaction dates of discharge not being reported, especially for subsequent submissions in cases where another removal and/or discharge occur after the reporting period but before the time the subsequent data file is generated.	<u>Program Code</u> 1) Modify the program code to ensure that the correct date is extracted for subsequent submissions.	Oct 2010          C 12/2011	<u>NC11/2010</u> : See attached program code <u>CB, 4/2011</u> : There don't appear to be any <u>CB, 12/2011</u> : The extraction code has been changed to correctly check that the discharge transaction date selected occurs prior to the end of the reporting period.
#58 Reason for Discharge  [0 = Not Applicable] 1 = Reunification with Parent(s) or Primary Caretaker(s)	2	<u>Program Code (Pqa847 LNs 226600-233200)</u> : 1) The placement authority termination reason field is selected from the client_id table, as the record where the timestamp and removal dates are the maximum	<u>Program Code</u> 1) Modify the program code to ensure that the correct date is extracted for subsequent submissions.	Code 1) <del>Oct 2010</del> Mar 2011	<u>Program Code</u> 1) <u>CB, 12/2011</u> : The extraction code does not appear to have been changed to address this task. <u>CB, 05/2012</u> : No logic found to check report period date when selecting discharge reason. <u>NC 5/2014</u> – Our IT partners are reviewing the code and we will write requirements to modify code once current

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Element	Rating	Findings	Tasks	Date	Comments/Notes
2 = Living with Other Relative(s) 3 = Adoption 4 = Emancipation 5 = Guardianship 6 = Transfer to Another Agency 7 = Runaway 8 = Death of Child		values in the table. This logic could produce the wrong values for a subsequent data file submission, if a new record with a later timestamp and removal date has been entered prior to submission of the data.  2) The program code incorrectly maps the value "Custody with non-removal parent or relative" (code 05) to "live with other relative."	2) Map "Custody with non-removal parent" (i.e., non-custodial parent) to "reunification."	<del>2) Oct 2010</del> Mar 2011	code is identified. NC 10/2014 – No changes have been made at this time NC 10/2015 – We have a meeting scheduled with the new IT manager on 10/29/14 to review this code. Lack of staffing resources has prevented us from being able to complete this previously.
			2a) Modify the program code to map "custody to a non-custodial relative" to "live with relative(s)."	<del>2a) Oct 2010</del> Mar 2011	2a) <u>CB, 12/2011</u> : The extraction code does not appear to have been changed to address this task. <u>CB, 7/2012</u> : Based on the values listed in the CPPS submitted as attachment 2, the value "05" still is for custody with non-removal parent or relative. This value must be separated into two different codes. NC 10/2015 – We will add an additional code and work to update the extraction code after our 10/29/2015 meeting with the new IT program manager.  2a) <u>CB, 12/2011</u> : The extraction code does not appear to have been changed to address this task. <u>CB, 7/2012</u> : Based on the values listed in the CPPS submitted as attachment 2, the value "05" still is for custody with non-removal parent or relative. This value must be separated into two different codes. NC 5/2014 – We have the same clarification questions here as we do for AFCARS element #43. <u>CB, 6/2014</u> : Unresolved. State should work with CB to clarify the questions. NC 10/2015 – We will add an additional code and work to update the extraction code after our 10/29/2015 meeting with the new IT program manager

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**State: North Carolina**

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Element	Rating	Findings	Tasks	Date	Comments/Notes
		3) The State is incorrectly including youth over the age of 18.	3) For youth that turn 18 within the reporting period, if element 56 is blank, set element 58 to "4 (Emancipation)."	3) <del>Oct 2010</del> Mar 2011	3) <u>CB, 12/2011</u> : The extraction code does not appear to have been changed to address this task. <u>CB, 05/2012</u> : No changes found. <u>NC 5/2014</u> – Our IT partners are reviewing the code and we will write requirements to modify code once current code is identified. <u>CB, 6/2014</u> : Unresolved. State will update code per recommendations. <u>NC 10/2014</u> – No changes have been made at this time (see notes at end of this document). <u>NC 10/2015</u> – We have a meeting scheduled with the new IT manager on 10/29/14 to review this code. Lack of staffing resources has prevented us from being able to complete this previously.
		4) The value "custody with other court approved caretaker" is incorrectly mapped to the AFCARS value "live with other relatives."	4) Modify the program code to map "custody with other court approved caretaker to "guardianship."	4) <del>Oct 2010</del> Mar 2011 <b>C, 7/2012</b>	4) <u>CB, 12/2011</u> : The extraction code does not appear to have been changed to address this task. <u>CB, 05/2012</u> : The extraction code correctly maps "Custody with other court approved caretaker" (code 04) to "5" (Guardianship).
		<u>Data Quality</u> <u>Form</u> : DSS-5094, Child Placement and Payment Report (CPPR), section III. Placement Authority (CPPS Manual page 16)	<u>Form</u> : 1) The State must replace the value "Custody with non-removal parent or relative" (code 05) with two separate values.	<u>Form</u> 1) <del>Oct 2010</del> Mar 2011	<u>Form</u> 1) <u>CB, 7/2012</u> : Based on the values listed in the CPPS submitted as attachment 2, the value "05" still is for custody with non-removal parent or relative. This value must be separated into two different codes.  <u>NC 5/2014</u> – We have the same clarification questions here as we do for AFCARS element #43. <u>CB, 6/2014</u> : Unresolved. State should work with CB to clarify the questions.
		1) The State has an option of "Custody with non-removal parent or relative" (code 05).  Caseworkers are incorrectly entering situations in which the responsibility of a case is transferred from one county title	3) The State must devise a method to maintain removal information.		<u>NC 10/2015</u> – We will add an additional code and work to update the extraction code after our 10/29/2015 meeting with the new IT program manager

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Element	Rating	Findings	Tasks	Date	Comments/Notes
		IVB/IVE agency to another as a discharge and the reason of "transfer to another agency." These are not discharges as the child is still in foster care in the responsibility of a county title IVB/IVE agency. Transfer to another agency is applicable for exits from foster care due to transfers of jurisdiction to an agency outside of the child welfare agency.			
Source(s) of Federal financial support/assistance for child  0-Does not apply 1-Applies  #63 Title XIX (Medicaid)	3	<u>Form:</u> DSS-5094, Child Placement and Payment Report (CPPR), section XI. Federal Assistance  The number of records reported as applies appears to be under reported.	1) The Children's Bureau will monitor future and subsequent files for changes in the data.  2) Describe, develop, and implement a method to ensure the accurate and timely entry of this data.  3) Implement supervisory oversight for the correct and timely entry of this data.	N/A  Mar 2011  Mar 2011	CB will contact the state based on the review of subsequent files.  NCDSS TA  NCDSS TA
Source(s) of Federal financial support/assistance for child  0-Does not apply 1-Applies  #65 None of the Above	2	The program code must be modified to also check the field "child's resources." <u>Post Site-Visit Corrections:</u> The program code has been modified to set this element to "applies" when a non-zero value of CPARFEE is found in addition to support indicated as "applies" in one or more of the elements #59-64. <u>Form:</u> DSS-5094, Child Placement and Payment Report (CPPR), section X. Eligibility Information	1) Please provide a definition of "CPARFEE."  2) Provide clarification to workers and supervisors the instructions for this section of the form.  3) The Children's Bureau will review the data for improvement.	Mar 2011  N/A	1) <u>CB, 7/2012:</u> The State still has not provided this information. <u>NC 5/2014</u> – We are submitting this question to our IT partners.  <u>NC 10/2014</u> – No changes have been made at this time <u>NC 10/2015</u> – We have a meeting scheduled with the new IT manager on 10/29/14 to review this code. Lack of staffing resources has prevented us from being able to complete this previously.

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Element	Rating	Findings	Tasks	Date	Comments/Notes
		This information is collected in checkboxes on the lower right-hand side of the form. Immediately to the left of this section is a section for IV-E eligibility with the instructions "Complete for all children for whom FC payments are made." State staff indicated that they think workers are carrying over these instructions for the collection of data on IV-A, Child Support, Medicaid and SSI. Due to this misunderstanding, workers may not be completing this section for children in an unpaid placement.			
#66 Amount Of Monthly Foster Care Payment (regardless of source)	2	The program code reports the amount last paid to the provider, which may not be a full monthly payment. The extraction code must be modified to extract a full monthly payment. <i>Post Site-Visit Corrections:</i> The modifications for this element do not appear to address the findings (LNs 241000-243800).	<u>Program Code</u> 1) Modify the extraction code to select a full monthly (calendar month) payment to a provider that represents the foster care maintenance payment.	Oct 2010	1) <a href="#">NC11/2010</a> : See attached program code <a href="#">CB, 12/2011</a> : The extraction code for element #66 has been changed from previous submissions but it isn't clear that the changes actually address the requirement to report a full month of payments. <a href="#">NC4/2012</a> - See attached instructions to address monthly payments. <a href="#">CB, 7/2012</a> : How does this address the task for correcting the program code? <a href="#">NC 5/2014</a> – We will correct the extraction code, but we would like to clarify what should be extracted. When you ask about a full monthly payment, are you referring to the monthly rate, or the total amount of money a provider received. If the child was not in care a full month those would be different. <a href="#">CB, 6/2014</a> : This is to be a full monthly payment. If the child was not in the same setting for the full month, then a full monthly payment was not made to the provider. If the prior month's payment was to a similar type of provider and for the full month, the agency could report that amount. Otherwise, they would report zeroes for this

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Element	Rating	Findings	Tasks	Date	Comments/Notes
					<p>element.</p> <p>NC 10/2014 – We will write requirements for our IT partners to change the code.</p> <p>NC 10/2015 – We have a meeting scheduled with the new IT manager on 10/29/14 to edit this code. Lac of staffing resources has prevented us from being able to complete this previously.</p>

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Element	Rating	Findings	Tasks	Date	Notes
#4 State Agency Involvement  1 = Yes 2 = No	2 3	The program code does not identify private agency adoptions, whether the private agency was in-state or out-of-state, of children with special needs adoptions and map this element to "yes."  <u>Data Quality</u> The State may want to either add a field in AIMS to distinguish those records that are to be reported for AFCARS as "state agency involvement." Or, the State needs to derive the response from the appropriate elements.	<u>Program code</u> 1) Modify the program code to check for both in-State and out-of-State private adoption agencies and set this element to "yes" as appropriate.  <u>Data Quality</u> 1) Subsequent and regular files will be assessed for accuracy once changes are completed to this element.	<u>Code</u> Sep 2009 C, 10/2009	1) <b>Correction Applied (Nov 2008):</b> Removed the main extract program selection logic of [Placetype field Not "B" and Not "E"] so private agency adoptions will be extracted for reporting. Then changed data element #4 program code to mark State Involvement as Yes if AAagree is Yes and either Prior Custody is Yes or Placetype is an A,B,C,D or E. Also, added a new edit to AIMS so insure that if AAagree is Yes that the Special Needs has been set to Yes and three new required edits on AAagree, Placetype and PCustody fields. (See attached Adoption File program Code) <u>CB, 10/2009:</u> The program code has been correctly modified. Missing information is mapped to blank. LNs 322-347 & 551-580.
#9 Has Agency Determined Special Needs  1 = Yes 2 = No	2	<u>Program Code:</u> The program code does not check for the values "B" or "no."  <u>Data Quality</u> Frequency Report (n=72): Yes = 52 (72%); No = 20 (28%); Not reported = 0	<u>Program Code</u> 1) Modify the program code to map the values "B" and "no" to the AFCARS value "2, no."  2) Modify the program code to map missing data to blanks.  <u>Data Quality</u> ACF will evaluate the subsequent data files and the regular data files for improvement.	<u>Code</u> 1) Oct 2010 C, 7/2012  2) Sep 2009 C, 10/2009 C, 7/2012	1) <u>CB, 4/2011:</u> There doesn't appear to be any changes. <u>NC10/2011:</u> See attachment 1 <u>CB, 12/2011:</u> The extraction code once had the required code but it is commented out; therefore still incorrect. <u>CB, 05/2012:</u> The extraction code has been change to correctly map "B" and "no" to "2."  2) Correction Applied (Nov 2008): See attached Adoption File Program Code <u>CB, 10/2009:</u> The program code has been modified to correctly map missing information to blank. LNs 986-1002. <u>CB, 12/2011:</u> The extraction code once had the required code but it is commented out; therefore still incorrect. <u>CB, 05/2012:</u> The extraction code has been change to correctly map missing data to blanks.
#10 Primary Basis for Determining Special Needs 0 = Not Applicable	3	<u>Data Quality</u> Frequency Report (n=72): Not applicable = 20; Race/Original Background = 1 (1.39%); Age = 11	Subsequent and regular files will be assessed for accuracy once changes are completed to elements #4 and 9.	N/A	CB will review subsequent files.



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Element	Rating	Findings	Tasks	Date	Notes
1 = Racial/Original Background 2 = Age 3 = Membership in a Sibling Group 4 = Medical Conditions or Mental, Physical or Emotional Disabilities 5 = Other		(15%); Sibling group = 10 (14%); medical conditions or mental, physical or emotional disabilities = 21 (29%); Other = 9 (13%); Not reported = 0  See findings for adoption element #16.			
#11 Mental Retardation #12 Visually/ Hearing Impaired #13 Physically Disabled #14 Emotionally Disturbed #15 Other Diagnosed Condition	2	<u>Program Code:</u> 1) Values for elements #11-15 are reported regardless of whether or not the value of element #10 is "4, Medical Conditions or Mental, Physical or Emotional Disabilities."	<u>Program code</u> 1) Modify the program code to only report diagnosed conditions if element #10 is "medical conditions or mental, physical or emotional disabilities."	1) <del>Oct 2010</del> Mar 2011	1) <u>CB, 12/2011:</u> The extraction code does not appear to only report diagnosed conditions if element #10 is "medical conditions or mental, physical or emotional disabilities" even though the comments in the code suggest that it does. <u>CB, 05/2012:</u> The extraction code correctly reports values for diagnosed conditions only when the value of element #10 is "4" (medical conditions or mental, physical or emotional conditions). * * * However, the numbers on the frequency report do not seem to be consistent with this and a note in the matrix indicates that data in element #9 and #10 are reversed. There is still a problem with this. <u>NC 5/2014</u> – Our IT partners are reviewing the code and we will determine what the precise extraction issue is once current code is identified. <u>NC 10/2014</u> – No changes have been made at this time <u>NC 10/2014</u> – We met with our Adoption IT folks 10/7/2015 and reviewed this. There were 2 issues – 1) the field names were switched and although they were being reported correctly, we submitted requirements to have them labelled correctly. 2) There was no edit relating element #10-4 to AFCARS elements #11-#15. We have submitted requirement documents for this correction. They are not in the code at this time, they will be by the next report.

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Element	Rating	Findings	Tasks	Date	Notes
		<p>2) The program code incorrectly maps deaf/hearing impaired children to AD element #15: Other Diagnosed Condition.</p> <p><u>Data Quality</u> The State needs to include guidance in the manual indicating which category a diagnosed condition belongs in, such as using the AFCARS disability resource list that is included in Technical Bulletin #14.</p>	<p>2) Modify the program code to map "deaf/hearing impaired" to adoption element #12.</p> <p><u>Data Quality/Training/Supervision</u> 3) Provide a reference document for caseworkers to use to identify the appropriate category for the diagnosed condition.</p>	<p>2) <del>Oct 2010</del> Mar 2011 C, 5/2012</p>	<p>2) <a href="#">CB, 12/2011</a>: The extraction code continues to incorrectly map deaf children to "Other Diagnosed Conditions." <a href="#">CB, 05/2012</a>: The extraction code correctly maps deaf children to #12 (visually/hearing impaired). <a href="#">NC 5/2014</a> - Based on the red statement above, it appears that Task 2 has been corrected, however t, there is not a red "C". Can you confirm this is corrected or tell us what further steps need to be taken?</p>
<p>#18 Mother Married at Time of Birth</p> <p>1 = Yes 2 = No 3 = Unable to Determine</p>	2	<p><u>Program Code</u>: Review of the program code revealed that missing data are incorrectly defaulted to "unable to determine."</p> <p><u>Data Quality</u> <u>Form</u>: DSS-1808, Section II. History of Birth Parents (or last adoptive parents), C. Birth Mother The State may want to change "unknown" to "abandoned."</p> <p>1) The State needs to clarify the option "married to adoptive spouse" for caseworkers.</p> <p><u>Frequency Report (n=72)</u>: Yes = 7 (10%); No = 44 (61%); Unable to determine = 0; Not reported = 21 (29%)</p>	<p><u>Program code</u> 1) Modify the program code to map missing to blank.</p> <p><u>Data Quality</u> 1) Instruct workers that this questions pertains to the biological mother only.</p> <p>Subsequent and regular files will be assessed for accuracy once changes are completed to this element and #4.</p>	<p><u>Code</u> 1) Sep 2009 C, 10/2009</p> <p><u>Data Quality</u> Sep 2009</p> <p>Oct 2010</p> <p>N/A</p>	<p><u>Program code</u> 1) <a href="#">Correction Applied (Nov 2008)</a>: Mapped missing data to blank and instructions should be updated to state that "Unknown" should only be used for "Abandoned". <a href="#">CB, 10/2009</a>: The program code has been modified to correctly map missing information to blank. LNs 1458-1509.</p> <p><u>Data Quality</u> See Attached DSS-1808 form Instructions.</p>
#19 Date of Mother's TPR	2	<p><u>Program Code</u>: The program code reports the TPR</p>	<p><u>Program code</u> 1) Modify the program code to be</p>	<p>Oct 2010</p>	<p><u>Code</u> 1) <a href="#">CB, 4/2011</a>: There don't appear to be any changes.</p>

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Element	Rating	Findings	Tasks	Date	Notes
#20 Date of Father's TPR <a href="#">pg 24</a>		<p>date for the biological parents.</p> <p>Form 1808 indicates there are spaces to enter TPR dates for the biological father and the legal father.</p> <p>On AIMS, the instruction is to enter the latter of the biological, legal, or putative father's TPR date in the field "date birth father's parental rights terminated."</p>	<p>able to report a legal parent's TPR date.</p> <p><u>Data Quality</u> The Children's Bureau will monitor future and subsequent files for changes in the data.</p>		<p><a href="#">NCDSS 10/2011</a>: See attachment 1</p> <p><a href="#">CB, 12/2011</a>: The extraction code has not been changed to report a legal parent's TPR as well as a birth parent.</p> <p><a href="#">CB, 05/2012</a>: The extraction code does not appear to have been changed yet for this task.</p> <p><a href="#">NC 5/2014</a> – Our IT partners are reviewing the code (per our plan explained in the note at the end of this document) and we will write requirements to modify code once current code is identified.</p> <p><a href="#">NC 10/2014</a> – No changes have been made at this time</p> <p><a href="#">NC 10/2015</a> – In reviewing this with our Adoption IT and Policy partners, we need some direction from the CB. WE do not know how to modify the program code to report a legal parent's TPR date We capture this information but our IT partner said that there is only one field provided for Father's TPR in the extraction framework, so he doesn't know how we would report a legal and biological father.</p>
<p>#22 Adoptive Family Structure</p> <p>1 = Married Couple 2 = Unmarried Couple 3 = Single Female 4 = Single Male</p>	2	<p><u>Program Code:</u></p> <p>1) The program code incorrectly maps missing adoptive mother or father marital status to "single female" or "single male," respectively.</p> <p>1a) If no marital status has been found, this element is incorrectly mapped to "single male."</p>	<p><u>Program Code</u></p> <p>1/1a) Missing data are to be mapped to blank.</p>	1) Sep 2009	<p>1) Correction Applied (Nov 2008): Add program logic to top criteria if AM or AF are "F" then set to "1". Also, mapped missing data to blank. See attached Adoption File Program Code.</p> <p><a href="#">CB, 10/2009</a>: Missing information still appears to be incorrectly mapped to single male. The temporary variables "amv" and "afv," used to hold the marital status of the adoptive mother and the adoptive father, respectively, are initialized to blank. The CASE step which checks for amv equal to blank will result in an element value of "single male" if the marital status information is missing. Please correct or explain.</p> <p>The Nov 2008 comment by the State staff does not describe the logic implemented in the current program code. Currently, if AM is "F, married/waiver spouse not joining" the program code reports "3, single female" and if AF is "F," the program code reports "4, single male." LNs 1641-1780.</p> <p><a href="#">NC 10/2011</a>: See attachment 1</p> <p><a href="#">CB 12/2011</a>: The CB comments from 10/2009 are still an</p>

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Element	Rating	Findings	Tasks	Date	Notes
					<p>accurate description of the functionality in the most recent version of the program code we have for review. Either we don't have the most recent code or the change has not been made.</p> <p><u>CB, 05/2012</u>: The extraction code does not appear to have been changed for this task.</p> <p><u>NC 5/2014</u> – Our IT partners are reviewing the code (per our plan explained in the note at the end of this document) and we will write requirements to modify code once current code is identified.</p> <p><u>NC 10/2014</u> – No changes have been made at this time</p> <p><u>NC 10/2014</u> – We met with our Adoption IT folks 10/7/2015 and reviewed this. We have submitted requirement documents for this correction. They are not in the code at this time, they will be by the next report.</p>
		2) The program code incorrectly maps "married/waiver spouse not joining."	2) Modify the program code to map "married/waiver spouse not joining" to "married couple."	2) Oct 2010	<p>2) <u>CB 12/2011</u>: The change is not in the code we have for review.</p> <p><u>CB, 05/2012</u>: The extraction code does not appear to have been changed for this task.</p> <p><u>NC 5/2014</u> – Our IT partners are reviewing the code (per our plan explained in the note at the end of this document) and we will write requirements to modify code once current code is identified.</p> <p><u>NC 10/2014</u> – No changes have been made at this time</p> <p><u>NC 10/2014</u> – We met with our Adoption IT folks 10/7/2015 and reviewed this. We have submitted requirement documents for this correction. They are not in the code at this time, they will be by the next report.</p>
			<p><u>Data Quality</u> Subsequent and regular files will be assessed for accuracy once changes are completed to this element and #4.</p>		
#26 Adoptive Mother's Hispanic Origin	2 3	<p><u>Program Code:</u> 1) All values other than those for "yes" and "no, and missing data are incorrectly mapped to "0, not</p>	<p><u>Program Code</u> 1) Modify the program code to map missing data to blank.</p>	1) Sep 2009 C, 10/2009	<p><b>1) Correction Applied (Nov 2008):</b> Mapped missing data to blank except if #22 is "4, Single male" then map to "0, not applicable". See attached Adoption File Program Code.</p>
#28 Adoptive Father's					

**AFCARS ASSESSMENT REVIEW IMPROVEMENT PLAN: Adoption Data Elements**

**State: North Carolina**

**AFCARS Reporting Period: October 1, 2007 – March 31, 2008 (2008A)**

Element	Rating	Findings	Tasks	Date	Notes
Hispanic Origin  0 = Not Applicable 1 = Yes 2 = No 3 = Unable to Determine		applicable."          <u>Data Quality</u> Form 1808 collects this information through the 64 race codes, as referenced in the Foster Care Matrix of this report.	2) Modify the program code to report the value "0, not applicable" when adoptive family structure element #22 is "4, single male" or "single female," according.       <u>Training</u> Provide training to case workers that this information is to be recorded for relative foster homes.	2) C, 10/2009	CB, 10/2009: The program code has been modified to correctly map missing information to blank. LNs 2046-2087 & 2322-2363.  2) CB, 10/2009: The program code has been modified to correctly report "0, not applicable," for adoptive mother's hispanic origin element #26 when adoptive family structure element #22 is "4, single male." The program code now correctly reports "0, not applicable" for adoptive father's hispanic origin element #28 when adoptive family structure element #22 is "3, single female." LNs 2046-2087 & 2322-2363.
#29 Relationship of Adoptive Parent to Child - Stepparent  #30 Relationship of Adoptive Parent to Child - Other Relative #31 Relationship of Adoptive Parent to Child - Foster Parent  #32 Relationship of Adoptive Parent to Child - Other Non-Relative  0 = Does not Apply 1 = Applies	2 3	<u>AIMS</u> 1) The system used to collect this data also only allows one option to be entered.          <u>Data Quality</u> The instructions to Form 1808 do not indicate to select all relationships that apply.	<u>AIMS</u> 1) Modify the system so that multiple relationships (#29 - 33) between the child and adoptive parents can be recorded.          <u>Data Quality/Training/Supervision</u> 1) Add instruction to the form to indicate all that apply.  2) Subsequent and regular files will be assessed for accuracy once changes are completed to this	1) Sep 2009 C, 10/2009          DQ Sep 2009          N/A	1) <b>Correction Applied (Nov 2008):</b> New field added to indicate "Step Parent" relationship. See attached Adoption File Program Code. CB, 10/2009: The program code has been modified to correctly report any and all possible combinations of elements #29-32 as "applies." Four new fields have been added, each indicating whether or not the relationship represented by the corresponding element #29-32 has been selected by the worker. The program code then reports the element as "applies" if the corresponding field value is "yes," and as "does not apply" if the corresponding field value is "no." Missing information is mapped to blank. LNs 2368-2557.  DQ 1) See attached DSS-1808 form instructions. NC 5/2014 – The instructions for the DSS-1808 have been corrected. CB, 6/2014: DSS-1808 form not provided with State's AIP documents. NC 10/2014 – See attached DSS-1808 page 9 question

**AFCARS ASSESSMENT REVIEW IMPROVEMENT PLAN: Adoption Data Elements**

**State: North Carolina**

**AFCARS Reporting Period: October 1, 2007 – March 31, 2008 (2008A)**

Element	Rating	Findings	Tasks	Date	Notes
			element and #4.		#11, and page 11 question #11
#36 Monthly Amount	2 3	<u>Program Code:</u> The program code incorrectly excludes the amount of State funding sources.	<u>Program Code</u> Modify the program code to include the amount of the agreed upon total adoption subsidy payment listed in the adoption agreement.	Sep 2009 C, 10/2009	<u>Correction Applied (Nov 2008):</u> Changed program code to include any state money amounts as well. See attached Adoption File Program Code. <u>CB, 10/2009:</u> The program code has been modified to correctly include State funding sources when reporting the amount listed in the adoption assistance agreement. LNs 2648-2664. <u>NC 5/2014 - corrected</u>