

Attachment I Definitions and Descriptions of Indicators

Definitions

Several key terms related to multiple indicators are defined here. Others are defined within the description of each indicator.

“*Cohort*” is a group of children who share a common characteristic in a period of time or a point in time.

“*Cohort Selection Period*” is the month, quarter or day used for selecting a cohort. Some cohorts are defined by the child’s status on a given date; others are defined by an event (e.g., removal date or permanency date); still others are defined by the child’s receiving a type of service within a date range.

“*Follow-Up Period*” is the period of six months or 12 months used to measure safety, timely permanency, or re-entry for a cohort of children.

“*In-Home Services*” include family preservation services and post-placement supervision, but do not include family support services. This status is defined by the existence of a Living Arrangement in FSFN.

“*Out-of-Home Care*” is residential care provided to a child, regardless of placement type or custodian, including those in licensed board-paid foster care (foster homes and group care) and kinship (relative or non-relative) care. This status is defined by the existence of a Removal Episode in FSFN.

“*Removal Episode*” is a period a child is placed in out-of-home care, beginning with a removal date and ending with a discharge date. A removal episode may include multiple placements, so the end of a placement may not be the end of a removal episode.

“*Removal Date*” is the date a child is removed from the home.

“*Investigation Completion Period*” is the two-month period following the end of the “cohort selection period” and/or the “follow-up period” for child safety indicators. This is necessary to allow up to 60 days for completion of a child protective investigation that may have commenced near the end of the “cohort selection period” and/or the “follow-up period” and entry of findings into FSFN.

“*AFCARS*” (Adoption and Foster Care Analysis and Reporting System) is the semiannual federal data report providing information on children in out-of-home care during the AFCARS Report Period.

“*AFCARS Report Periods*” April 1st - September 30th and October 1st - March 31st.

“*AFCARS Report Period End Date*” The last day of each AFCARS Report Period.

“AFCARS extract population” includes all children who have had an open removal episode that lasted longer than 24 hours at any time during the reporting period, or children who have a discharge transaction date (the date the discharge was entered into FSFN) that occurs within the AFCARS reporting period, or children who are currently in an open removal episode. The population excludes records with a legal status of “Custody of Other State” that spanned the placement dates or is still open as of the end of the reporting period.

Description of Indicators

1. Percent of Children Served in Out-of-Home Care Who are Not Maltreated by Their Out-of-Home Caregiver

Calculation

Denominator: Children who received Out-of-Home Services in the closest reporting period, allowing for a full investigation completion period.

Numerator: The subset of children in the denominator who are not maltreated by their caregiver while in out-of-home care.

Access to Reports and Listings

FSFN Report Documentation:

http://fsfn.dcf.state.fl.us/docs/6_Abuse_During_Services_by_Perpetrator.pdf

Report Name and Folder: Statewide Scheduled Reports/Statewide Summary Reports/Services/Performance/ *Abuse During Services by Perpetrator*

Listing Report Name and Folder: Statewide Scheduled Reports/Statewide Listing Reports/Services/Performance/ *Abuse During Services by Perpetrator*

2. Percent of Children in Out-of-Home Care Twenty-four(24) Months or Longer on July 1 Who Achieved Permanency Prior to Their 18th Birthday and by June 30.

Calculation

Denominator: All children with an active removal episode on July 1 of the current state fiscal year with a duration of 24 months or longer, where the child's primary worker was an agent of the provider.

Numerator: The subset of children in the denominator (1) whose discharge date is not later than June 30 of the same state fiscal year, (2) whose discharge date is not later than the child's 18th birthday and (3) whose discharge reason is reunification with parents or primary caretakers, living with other relatives, guardianship, or adoption.

Children are assigned to the Lead Agency based on the Primary Worker assigned on July 1.

Access to Reports and Listings

Ad hoc report prepared by Child Welfare Data Support Unit.

3. The Number of Children with Finalized Adoptions Between July 1 and June 30.

Calculation

The total count of active children that had a removal end date that is greater than or equal to the report period begin date and a removal end date is less than or equal to the report period end date and has an end reason of “Adoption Finalized”. Children with a legal status of “Custody of Other State” are excluded.

Children are assigned to the Lead Agency based on the Custody worker assigned to the child at the time of data extract. If no Custody worker is assigned to the child, then the adoption is credited to the Primary Worker assigned to the case.

Access to Reports and Listings

FSFN Report Documentation:

http://fsfn.dcf.state.fl.us/docs/16_Adoptions_Finalized_by_Month_and_Cumulative_Fiscal_Year_07_08.pdf

Report Name and Folder: Public Folders/Statewide Scheduled Reports/Statewide Summary

Reports/Services/Performance/*Adoptions Finalized by Month & Cumulative SFY by Unit Statewide by District by Unit*

Listing Report Name and Folder: ?

4. Percent of Children in Out-of-Home Care More than 12 Months but Less than 24 Months with Two or Fewer Placements

Calculation

Denominator: The number of children in out-of-home care during the scorecard month who have been in care at least twelve months but less than twenty-four months.

Numerator: The subset of the denominator where the child had no more than two placements within that removal episode.

Algorithm Details

FSFN Report Documentation:

<http://fsfn.dcf.state.fl.us/docs/55-NumberofPlacementsforChildrenOOH.pdf>

Children are assigned to the Lead Agency based on the primary case worker as of the earliest of the removal episode's discharge date or the end of the cohort selection period.

Access to Reports and Listings

Report Name and Folder: Public Folders/Statewide Scheduled Reports/Statewide Summary Reports/Services/Performance/*Children Served in Out-of-Home Care - Length of Removal by Number of Placements Statewide by District by Agency*

Listing Report Name and Folder: Public Folders/Agency and District Listings/Services/Performance/*Children Served Out-of-Home Care - Length of Removal by Number of Placements - Listing By Agency*

5. Percent of Children in Out-of-Home Care More than 24 Months or More with Two or Fewer Placements

Calculation

Denominator: The number of children in out-of-home care during the scorecard month who have been in care more than twenty-four months.

Numerator: The subset of the denominator where the child had no more than two placements within that removal episode.

Algorithm Details

FSFN Report Documentation:

<http://fsfn.dcf.state.fl.us/docs/55-NumberofPlacementsforChildrenOOH.pdf>

Children are assigned to the Lead Agency based on the primary case worker as of the earliest of the removal episode's discharge date or the end of the cohort selection period.

Access to Reports and Listings

Report Name and Folder: Public Folders/Statewide Scheduled Reports/Statewide Summary Reports/Services/Performance/*Children Served in Out-of-Home Care - Length of Removal by Number of Placements Statewide by District by Agency*

Listing Report Name and Folder: Public Folders/Agency and District Listings/Services/Performance/*Children Served Out-of-Home Care - Length of Removal by Number of Placements - Listing By Agency*

6. Percent of children under supervision who are required to be seen a minimum of once every thirty(30) days, who were seen a minimum of once every thirty(30) days, measured on a rolling 12-month basis.

Calculation

Denominator: The denominator includes all in-state children, both in-home and out-of-home, who have been in care at least 33 days and who should have been seen during the report month.

Numerator: The numerator is the subset of children in the denominator who had a completed face to face visit within 30 days of their last visit.

Algorithm Details

Denominator: To identify these children, select all records from the base table for the FSFN listing report 'Children Seen Not Seen – Daily listing by District'(RPT_CHILDREN_SEEN_Z). Select only the youth who had a service begin date (DT_SRVC_BEG) at least 33 days prior to the last day of the report month. Exclude all youth who have reasons not seen (TX_RSN_NOT_SEEN) that are either, "Absconded", "Abducted", "Runaway", or "Court Order No Contact". Exclude any youth that have a reason not seen (TX_RSN_NOT_SEEN) = "Out of State" AND the child's state (CD_STATE) is not equal to "FL". Exclude any youth who turned 18 during the report month.

Because youth are not required to be seen when they are in a Family Support case, any youth who was part of a family support case during the report month when their visit would have been due will be excluded from the denominator, except in cases where the youth was put into Family Support for only a couple of days when the visit was due. Family Support cannot be used as a way to avoid a late visit. To identify youth in Family Support cases, match to the PREVENTION table and exclude any youth with a PREVENTION table DT_BEGIN that is less than the end of the report month AND a DT_END that is NULL or greater than the beginning of the report month where the dates overlap the visit due date. If the child was already seen timely during the month prior to going into Family Support, credit will be given for the visit.

Case notes, alerts and discharge information should then be matched with the children seen data in order to determine additional exclusions. Case note information for the report month and prior month is collected from the tables, CAN_TEXT_EVENT, CPS_INVESTIGATION_CNTC and CAN_PART. This file is split into prior month and report month case notes. Case note types of Telephone Contact, Email Contact, Facsimile, and Note to the File - General are excluded from consideration as all visits should reflect a note type that supports face to face interaction with the child. For the case note to be correctly applied to the child, the worker must select each child as a participant in the FSFN note screen, the date must be entered, and the face to face box must show a completed face to face visit. Runaway alerts for the prior month and report month files are collected from the CPS_ALERT and CPS_ALERTS_PART tables. Discharge information comes from the CPS_EPISODE table. Youth who aged out during the report month are excluded due to aging out.

For all children with no visit date (DT_CNTCT) in the prior month, link to the alerts that were open during the prior month to see if the child was on “Abducted”, “Runaway”, or “Parent /Caregiver Absconded” status (CD_ALERT_TYPE = 1, 5, or 6) for the prior month. If so, the record is excluded due to being in that status during the prior month. Look at the prior month's report to see if the child was living out of state (TX_RSN_NOT_SEEN = “Out of State” AND CD_STATE NE “FL”) or had a court ordered no contact (TX_RSN_NOT_SEEN) = “Court order no contact” for the prior month. If any of the above is true, the child is excluded from the denominator as it was not possible for the caseworker to have seen them in the prior month. If a youth with a runaway alert in the prior month was in care for at least 7 consecutive days in the prior month, it is expected a visit should have occurred and the record is not excluded.

Taking the prior month's max completed visit date (CD_FTOF_CNTC = ‘C’), calculate the date the visit is due in the report month by adding 30 days to that max date. Determine the min completed visit date in the report month and calculate the number of days between the max visit in the prior month and the min visit in the report month. For all children with more than 30 days between visits, or those who are missing a report month visit, link to the alerts to see if the child was on runaway status (CD_ALERT_TYPE = 5) at the time the visit was due, if so, exclude the child from the denominator due to being on runaway at the time the visit was due. Look to see if there were any attempted visits (CD_FTOF_CNTC=“A”) at the time the visit was due that were not completed due to one of the exclusion reasons. If so, the record will be excluded due to the exclusion reason delaying the visit.

Numerator: The numerator is the subset of children in the denominator who had a completed face to face visit within 30 days of their last visit. Any youth in the remaining denominator who had a completed (CD_FTOF_CNTC = ‘C’) visit date before or on the report_was_due date should be counted in the numerator.

Access to Reports and Listings

Ad hoc report prepared by Child Welfare Data Support Unit.

7. Percent of Mother Contacts once every thirty(30) days for children in Out-of-Home care with a goal of reunification, measured on a rolling 12-month basis

Calculation

Denominator: The count of each child who is active in OHC on the last day of the report month who is required to be seen by their birth mother on the last day of the report month.

Numerator: The count of each child in the denominator where the birth parent had a case noted face-to-face contact completed within the report month.

Algorithm Details

Denominator: The child must be in an active removal episode as of the last day of the report month using DT_RMV and DT_END from CPS_EPISODE table. Additionally, the child must have a current goal of 'Reunification with Parent' (CD_PRMNCY_GOAL = 7,8,1985,2006,1045,362 in the CA_PRMNCY_GOAL table) active on the last day of the month. This measure excludes the mother if there is a TPR date (DT_TPR_MOM) in the CPS_PARTICIPANT table, or if mom's status is deceased (CD_MTHRS_CRNT_STS = '5' in CPS_PERSON).

Numerator: To have a contact completed, the parent must have a face-to-face contact completed within the report month using CD_FTOF_CNTC = 'C' AND DT_CNTCT from CPS_INVESTIGATION_CNTC.

Children are assigned to the Lead Agency based on the primary case worker assigned on the last day of the report month.

Access to Reports and Listings

Report Name and Folder: Statewide Scheduled Reports/Statewide Summary Reports/Services/Management/ *Worker Contacts With Birth Parents Listing*

Listing Report Name and Folder: Statewide Scheduled Reports/Statewide Listing Reports/Services/Management/ *Worker Contacts With Birth Parents Listing*

8. Percent of father contacts once every thirty(30) days for children in out-of-home care with a goal of reunification, measured on a rolling 12 month basis

Calculation

Denominator: The count of each child who is active in OHC on the last day of the report month who is required to be seen by their birth father on the last day of the report month.

Numerator: The count of each child in the denominator where the birth parent had a case noted face-to-face contact completed within the report month.

Algorithm Details

Denominator: The child must be in an active removal episode as of the last day of the report month using DT_RMV and DT_END from CPS_EPISODE table. Additionally, the child must have a current goal of 'Reunification with Parent' (CD_PRMNCY_GOAL = 7,8,1985,2006,1045,362 in the CA_PRMNCY_GOAL table) active on the last day of the month. This measure excludes the father if there is a TPR date (DT_TPR_DAD) in the CPS_PARTICIPANT table, or if dad's status is deceased (CD_MTHRS_CRNT_STS = '5' in CPS_PERSON).

Numerator: To have a contact completed, the parent must have a face-to-face contact completed within the report month using CD_FTOF_CNTC = 'C' AND DT_CNTCT from CPS_INVESTIGATION_CNTC.

Children are assigned to the Lead Agency based on the primary case worker assigned on the last day of the report month.

Access to Reports and Listings

Report Name and Folder: Statewide Scheduled Reports/Statewide Summary Reports/Services/Management/ *Worker Contacts With Birth Parents Listing*

Listing Report Name and Folder: Statewide Scheduled Reports/Statewide Listing Reports/Services/Management/ *Worker Contacts With Birth Parents Listing*

9. Percent of children in out-of-home care who received medical service in the last twelve months

Calculation

Denominator: The sum of all children in Out-of-Home care greater than 5 days and those children in OHC 5 days or less that have received a Medical Service in the last 12 months..

Numerator: The count of children in Out-of-Home care who received a medical service 12 months prior to the report run date.

Algorithm Details:

The most recent medical and dental services dates come from the Medical History Tab in the Medical/Mental Health Module in FSFN. Medical service received data is collected using `fsndw201.pay_claim_history cd_cond_type = 1338`.

The cohort selection period for this report is the end of the month. Children are assigned to a Lead Agency based on the primary case worker assigned at the end of the report month.

Access to Reports and Listings

Ad hoc report prepared by Child Welfare Data Support Unit.

10. Percent of children in out-of-home care who received dental services in the last six months

Calculation

Denominator: The sum of all children 3 and older in Out-of-Home care greater than 6 months and those children 3 and older in OHC less than 6 months who have received a Dental Service in the last 6 months.

Numerator: The count of children in OHC who are 3 or older and have received a Dental Service in the last 6 months.

Algorithm Details:

Most recent medical and dental services dates come from the Medical History Tab in the Medical/Mental Health Module in FSFN. Dental service received data is collected using `fsndw201.pay_claim_history cd_cond_type = 1339`.

The cohort selection period for this report is the end of the month. Children are assigned to a Lead Agency based on the primary case worker assigned at the end of the report month.

Access to Reports and Listings

Ad hoc report prepared by Child Welfare Data Support Unit.

11. Percent of children in out-of-home care who are up to date on immunizations

Calculation

Denominator: The sum of all children in Out-of-Home care greater than 5 days and those children in OHC 5 days or less whose immunizations are up to date.

Numerator: The count of children in Out-of-Home care whose immunizations are up to date.

Algorithm Details:

Immunization data comes from the Medical Profile tab in the Medical Mental Health Module in FSFN. Children reported as having updated immunization records are pulled from fsndw201.medical_profile when FL_IMMZ = 'Y'.

The cohort selection period for this report is the end of the month. Children are assigned to a Lead Agency based on the primary case worker assigned at the end of the report month.

Access to Reports and Listings

Ad hoc report prepared by Child Welfare Data Support Unit.

12. Percent of children ages 5-17 in out-of-home care currently enrolled in school

Calculation

Denominator: The number of children in out-of-home care ages 5-17 (5-year olds born September-December are excluded) on the last day of the reporting month, excluding children in care less than 30 days.

Numerator: The subset of the denominator where the child is recorded in FSFN as being enrolled in a specific school.

Algorithm Details:

Denominator: To identify these children, select all records from the CARS table (RPT_CARS_CHILD_Z, which lists all children currently actively receiving services) where the removal date (Dt_Rmvl) is at least 30 days prior to the last day of the report month. Next, this is restricted to one record per child for children who have been in out-of-home care at least 30 days in order to allow adequate time for entry of education data. Since children age 5 or older by 9/01 of the year are eligible to enroll in school, children who were under 5 or over 18 years old as of the 9/01 are excluded. This yields 1 record for each child in the denominator.

Each child is counted in the denominator of the CBC which provides child welfare services for the county of the primary worker for the child's case as of the last day of the report month.

Numerator: To identify these children, link the list of children in the denominator to the Education table on ID_Case and ID_Person to bring in the ID_Educ field. Then link to the School table (on ID_Educ) to see if there is a school name in the NM_SCHL field. If the school name field is not blank, the child is counted in the numerator. This does not consider any other information, such as whether the school name is valid or whether there is an enrollment date indicating the child is currently enrolled. Please see the FSFN screen shots below for additional information about where these data are entered and displayed.

Access to Reports and Listings

Ad hoc report prepared by Child Welfare Data Support Unit.

13. At least ninety percent(90%) of children shall not have any of the following errors of thirty(30) days after the end of each six(6) month Adoption and Foster Care Analysis and Reporting System (AFCARS) report period:

Calculation

Denominator: The number of children in the AFCARS Report Extract on the 30th day after each AFCARS Report Period End Date.

Numerator: The number of children in the denominator who do not have any of the following four data elements missing.

Performance will be calculated semi-annually, monthly exception and performance reports will be available for field staff to update missing data. Data elements that are not applicable for a specific child are excluded from the calculation.

Required Data Elements

- 1) All youth in the AFCARS extract population, who are receiving an adoption subsidy as documented in the Adoption Subsidy Agreement Information Page in FSFN, must have an identified Primary Basis for Determining Special Need documented on the Adoption Information Page in FSFN.
Explanation: The feds expect the number of youth receiving a subsidy and the number of youth with a special need to be very close, if not the same, and our federal dollars are impacted when we do not report special needs to justify the subsidies paid.
- 2) All youth in the AFCARS extract population who, as of the end of the AFCARS Reporting Period, have been in a current removal episode for more than 60 days, or have been discharged from a removal, must have “Mother Married at Time of Birth” documented on the youth’s Person Management Record.
Explanation: This is a required AFCARS field and historically we have had a problem getting the data completed for AFCARS submission.
- 3) All youth in the AFCARS extract population who, as of the end of the AFCARS Reporting Period, have been in a current removal episode for more than 60 days, or have been discharged from an out of home care removal of at least 30 days, must have a case plan goal documented in the Legal module of FSFN or in the Case Planning Worksheet in FSFN.

Explanation: This is a required AFCARS field and historically we have had a problem getting the data completed for AFCARS submission.

- 4) All youth in the AFCARS extract population who, as of the end of the AFCARS Reporting Period, are in a pre-adoptive placement, or have been discharged with a discharge reason of adoption during the AFCARS Reporting Period, must have parent TPR dates entered in the Legal module of FSFN; or if the parent is deceased, the date of death entered in the parent's Person Management module.

Explanation: This is a required field and this element has proven to be problematic enough that resubmissions have been needed.