

# **Early Planning for the Submission of AFCARS: The Second Webinar in the AFCARS Final Rule Training Series**

August 31, 2020

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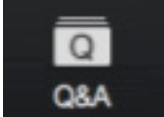



## **Children's Bureau**

An Office of the Administration for Children & Families

## PARTICIPATING IN TODAY'S WEBINAR

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- Respond to periodic polling questions
- Ask questions during the presentation
  - By typing them into the *Question and Answer* feature at the bottom of your screen A small black square icon with a white 'Q' inside a circle, and the text 'Q&A' below it.
  - By asking over the phone using the *Raise Hand* Raise Hand feature and the presenter will unmute your phone line
    - If you aren't on the webinar and have called in using your phone, you can dial \*9 and the presenter will unmute your line
- After the webinar, email questions to [AFCARS@acf.hhs.gov](mailto:AFCARS@acf.hhs.gov)



## Webinar Presenters

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**Jennifer M. Haight**, Director, Division of  
Performance Measurement and Improvement

**Rebecca Odor**, AFCARS Administrator, Division of  
Performance Measurement and Improvement

## WEBINAR SERIES

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- We are planning monthly webinars for title IV-E agencies
- Some of the webinars will be recorded
- Next webinar is scheduled for September 28
- Registration link is [https://zoom.us/webinar/register/WN\\_HMmzeh59QwK-nGYT1iBmbQ](https://zoom.us/webinar/register/WN_HMmzeh59QwK-nGYT1iBmbQ)
- Visit the [CB AFCARS website](#) for prior webinar materials (when available)
- Please use the [AFCARS@acf.hhs.gov](mailto:AFCARS@acf.hhs.gov) mailbox for technical assistance questions



# Presentation Overview

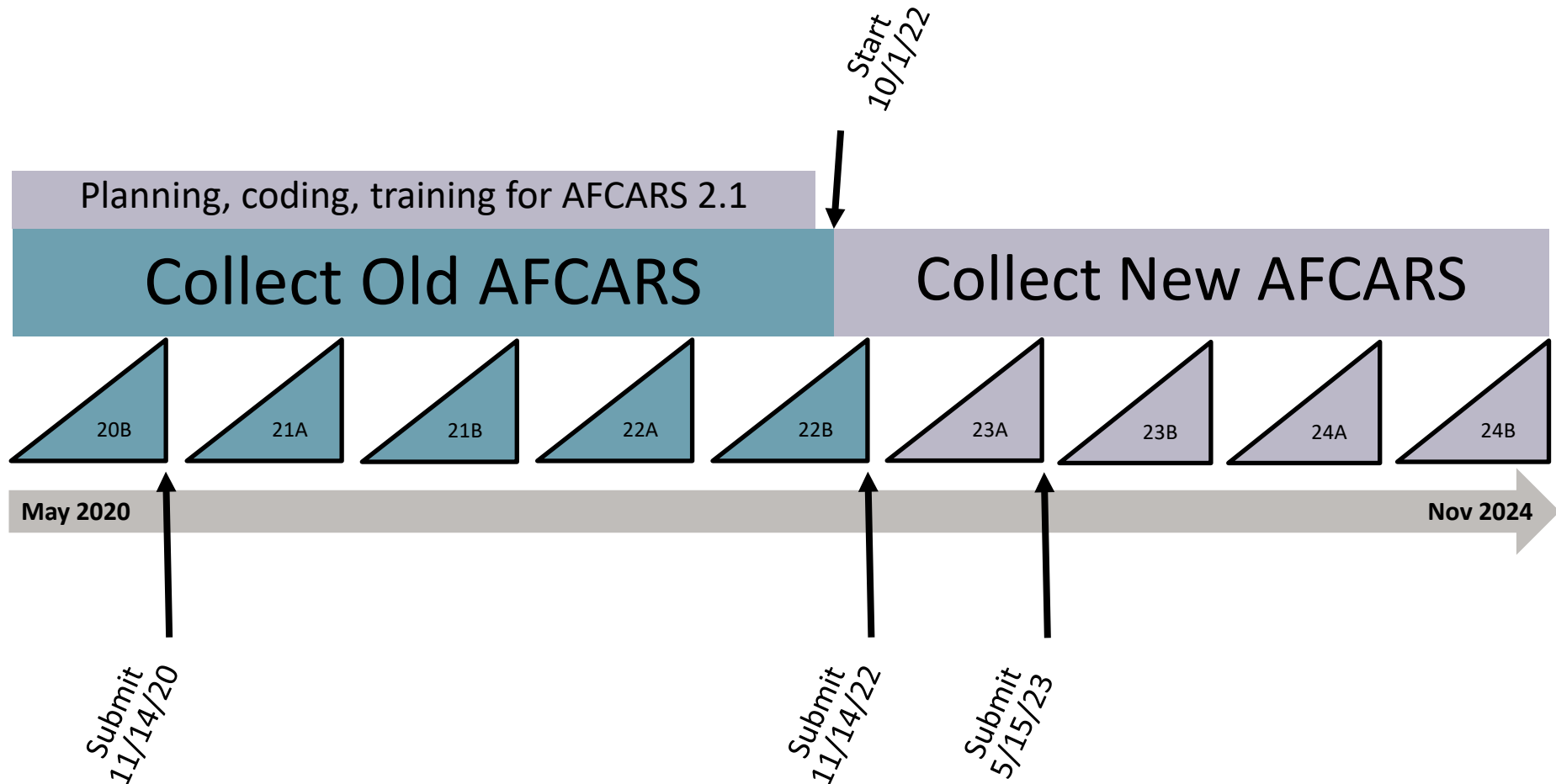
- Reporting Population and File Submission
- Case Examples
- Additional Questions about New Data Elements
- Resources and Next Steps

# How familiar are you with the current process to transmit AFCARS files to ACF?



- ☐ Very
- ☐ Somewhat
- ☐ Not very
- ☐ Not sure

# Timeline



## TECHNICAL ASSISTANCE

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- This webinar is the second in a series, and while we expect to address some key questions, we anticipate questions will continue to surface
- CB is diligently working to fully operationalize the changes to AFCARS 2.1 and to develop guidance for states and tribes
- We want to acknowledge that there are challenges and concerns with the new elements, such as new or changing definitions and difficulty in collection
- We want to be clear and deliberate in the technical assistance resources offered to help with this implementation





## **AFCARS Early Planning**

# **REPORTING POPULATION**

## REPORTING POPULATION

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### Out-of-home care file ( § 1355.42(a))

Includes a youth **of any age** who:

- Is in foster care under the placement and care responsibility of the title IV-E agency for more than 24 hours
- Has run away or whose whereabouts are unknown at the time the title IV-E agency becomes responsible for the child
- Is over age 17 and is in extended foster care - no matter the funds used **\*\*NEW\*\***

## REPORTING POPULATION

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### **Adoption and guardianship assistance file ( § 1355.42(b))**

Includes a youth whose:

- Adoption or legal guardianship is final, and
- Has a title IV-E adoption or guardianship assistance agreement in effect at some point during the reporting period

This is a much smaller file than the current AFCARS

- Includes only DOB, sex, race, finalization and termination dates, and information on agreement and placing agency

Some of the data that used to be reported in the adoption file is now only in the out-of-home care file

- For example, disability status, birth parent info, TPRs and adoptive parent info is not included in this file

## REPORTING POPULATION AND SUBMISSION

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Agencies will have to design data management systems that accurately collect, update, and report the data elements.

Some examples of potential system changes include:

- Information to be updated at the end of each reporting period
  - Applicable health conditions
  - School enrollment and educational level
  - Pregnant at end of reporting period
  - Siblings in foster care or in same living arrangement
- Multiple dates associated with elements (instead of only most recent)
  - Reports to law enforcement for sex trafficking
  - Dates of permanency plans, hearings, periodic reviews, and caseworker visits

## REPORTING POPULATION AND SUBMISSION

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- If a youth exits foster care and then re-enters foster care, the agency will have to include all of the information on the youth's prior removals, along with the current removal
  - \*\* For youth that had removal episodes before Oct 1, 2022, the agency needs to report only three elements (date of removal, date of exit, and exit reason)
- If a youth has multiple placements/living arrangements within a removal, include all of the information on all of the living arrangements
- Data systems must be able to retrieve and report this information

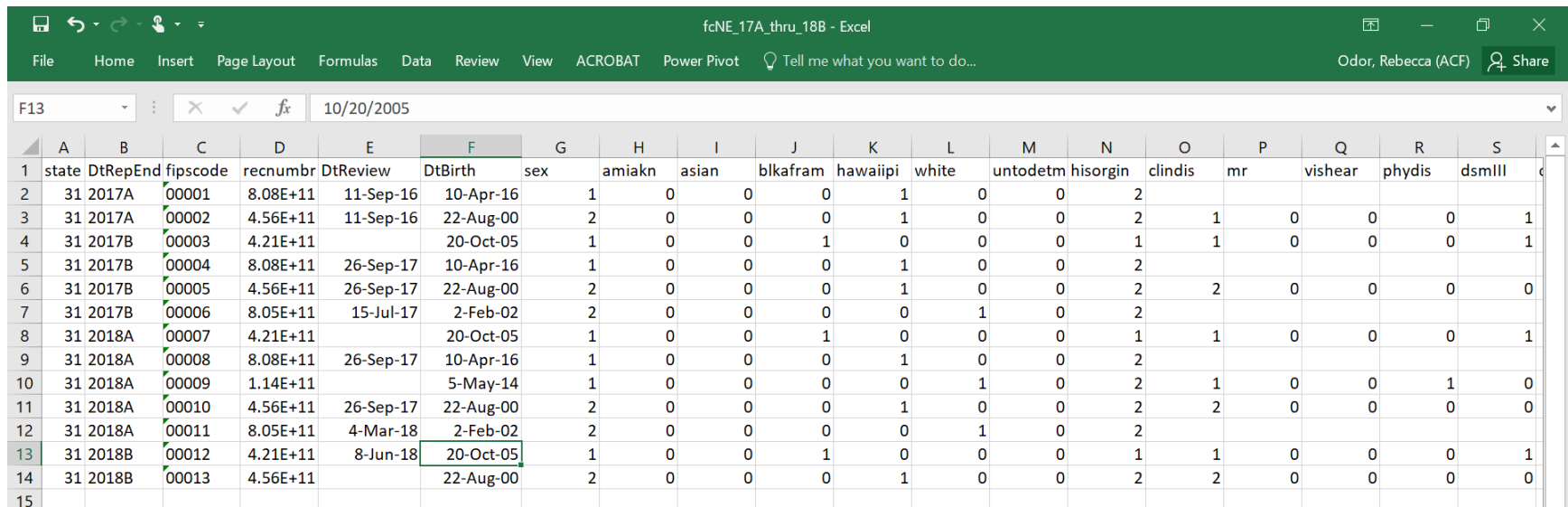
## FILE SUBMISSION

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- CB will be working with a contractor to provide an enterprise-wide engineering and architecture service to support child welfare data management and reporting to manage two CB programs
  - AFCARS
  - IV-E Prevention Program Plan
- It will be called the National Child Welfare Data Management System (NCWDMS)
- This system is where title IV-E agencies will submit the AFCARS data
- There will be an opportunity for agencies to set up and test the new submission process prior to the first 23A submission period

# FILE SUBMISSION

Current submission is a flat ASCII file where the output looks similar to below



	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S
1	state	DtRepEnd	fipscode	recnumbr	DtReview	DtBirth	sex	amiakn	asian	blkafram	hawaiiipi	white	untodetm	hisorigin	clindis	mr	vishear	phydis	dsmlII
2	31	2017A	00001	8.08E+11	11-Sep-16	10-Apr-16	1	0	0	0	1	0	0	2					
3	31	2017A	00002	4.56E+11	11-Sep-16	22-Aug-00	2	0	0	0	1	0	0	2	1	0	0	0	1
4	31	2017B	00003	4.21E+11		20-Oct-05	1	0	0	1	0	0	0	1	1	0	0	0	1
5	31	2017B	00004	8.08E+11	26-Sep-17	10-Apr-16	1	0	0	0	1	0	0	2					
6	31	2017B	00005	4.56E+11	26-Sep-17	22-Aug-00	2	0	0	0	1	0	0	2	2	0	0	0	0
7	31	2017B	00006	8.05E+11	15-Jul-17	2-Feb-02	2	0	0	0	0	1	0	2					
8	31	2018A	00007	4.21E+11		20-Oct-05	1	0	0	1	0	0	0	1	1	0	0	0	1
9	31	2018A	00008	8.08E+11	26-Sep-17	10-Apr-16	1	0	0	0	1	0	0	2					
10	31	2018A	00009	1.14E+11		5-May-14	1	0	0	0	0	1	0	2	1	0	0	1	0
11	31	2018A	00010	4.56E+11	26-Sep-17	22-Aug-00	2	0	0	0	1	0	0	2	2	0	0	0	0
12	31	2018A	00011	8.05E+11	4-Mar-18	2-Feb-02	2	0	0	0	0	1	0	2					
13	31	2018B	00012	4.21E+11	8-Jun-18	20-Oct-05	1	0	0	1	0	0	0	1	1	0	0	0	1
14	31	2018B	00013	4.56E+11		22-Aug-00	2	0	0	0	1	0	0	2	2	0	0	0	0
15																			

# FILE SUBMISSION

AFCARS 2.1  
submission will be  
an XML file where  
the output will be  
in a format similar  
to this

```
<?xml version="1.0" encoding="UTF-8" standalone="yes" ?>
- <companies>
- <company>
  <companyname>Stanford and
    Son</companyname>
- <employee>
  <code>1</code>
  <name>Joe Jackson</name>
  <street>14th street</street>
  <housetno>1</housetno>
  <areacode>1050 DD</areacode>
  <place>NoWhere</place>
  <phone>0100 987654</phone>
</employee>
- <employee>
  <code>2</code>
  <name>Peter de Wit</name>
  <street>ChurchLane</street>
  <housetno>4a</housetno>
  <areacode>9876 AB</areacode>
  <place>Whereever</place>
  <phone>0100 987654</phone>
</employee>
- <employee>
  <code>3</code>
  <name>John Brown</name>
  <street>1st street</street>
  <housetno>243</housetno>
  <areacode>5558 ZZ</areacode>
  <place>OutSide</place>
  <phone>0333 999888</phone>
</employee>
</company>
</companies>
```





# AFCARS Early Planning

## QUESTIONS?



# **AFCARS Early Planning**

## **CASE EXAMPLES**

## JESSIE WHITE

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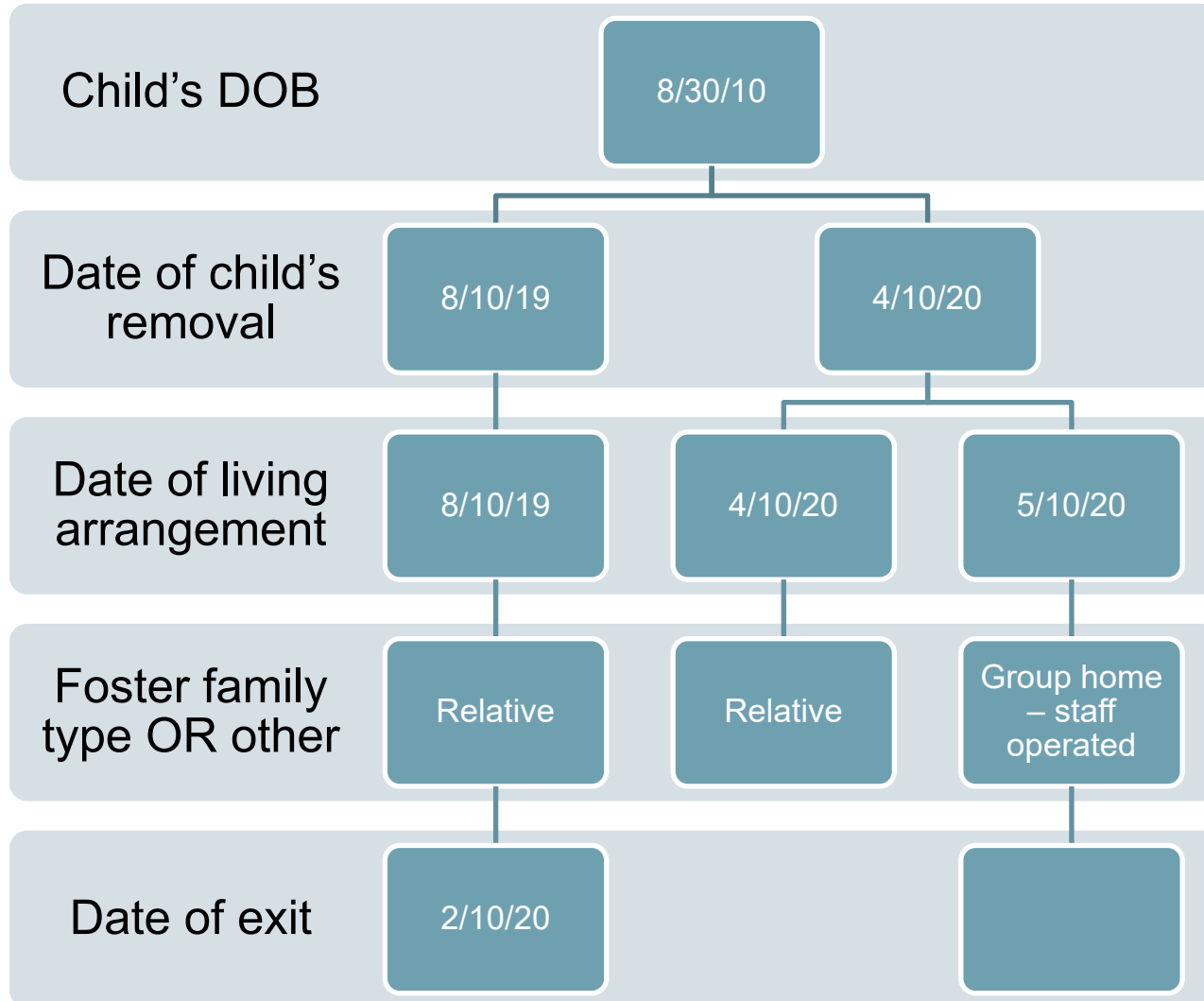
Illustrates collection of historical data

- 10 years old.
- Was removed 8/10/19 due to physical abuse and placed in a foster home. She was discharged 2/10/20 to reunification.
- On 4/10/20 she was again removed from her parents due to physical abuse and placed in a foster home.
- On 5/10/20 she was placed in a group home.

## AFCARS 1.0 Child Record

Number	Element	Response
6	Date of birth	8/30/10
18	Date of first removal from home	8/10/19
19	Total number of removals	2
20	Discharge date from last episode	2/10/20
21	Date of latest removal	4/10/20
23	Placement date in current setting	5/10/20
24	# of previous setting in episode	2
41	Current placement setting	Group home
56	Date of Discharge from Foster Care	

## AFCARS 2.1 Child Record



## SAM FRANK

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Illustrates collection of multiple dates and inputs

- DOB 10/5/20
- Was removed 10/5/20
- He had monthly visits with the caseworker mostly at his foster care location
- Caseworker visits are not reported in AFCARS 1.0

## AFCARS 2.1 Child Record

Date of living arrangement

10/5/20

Caseworker visit date

11/5/20

12/5/20

1/5/21

2/5/21

3/5/21

4/5/21

5/5/21

Caseworker visit location

Child's residence

Child's residence

Child's residence

Child's residence

Other location

Child's residence

Child's residence

## DAMIEN JONES

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Illustrates reporting removals before and after 2.1

- DOB 10/30/20
- Removed at birth and placed with relatives
- Reunited with parent 11/30/20
- Removed a second time on 12/30/21 and placed with a married couple in a therapeutic foster home



## AFCARS 1.0 Child Record for 21A

Number	Element	Response
6	Date of birth	10/30/20
18	Date of first removal from home	10/30/20
19	Total number of removals	1
21	Date of latest removal	10/30/20
23	Placement date in current setting	10/30/20
41	Current placement setting	Foster family home - relative
56	Date of discharge from foster care	11/30/20

## AFCARS 2.1 Child Record for 22A

Element	Removal before Oct 2022	Removal after Oct 2022
Date of child's removal	10/30/20	12/30/21
Date of living arrangement		12/30/21
Foster family type		Therapeutic foster family home
Marital status of the foster parents		Married couple
Child's relationship to the foster parents		Non-relatives
Date of periodic review		1/30/22 & 3/30/22
Date of exit	11/30/20	
Exit reason	Live with other relatives	



## **AFCARS Early Planning**

# **DATA ELEMENT QUESTIONS**

## QUESTIONS

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CB is collecting your questions about the new data elements so that our technical assistance resources can be sure to address them. For example, we are working to answer questions on:

- File submission process
- Compliance and penalties
- ICWA-related elements
- Juvenile justice
- Pregnant and parenting teens
- Child's sex



# AFCARS Early Planning

## RESOURCES

## CCWIS REMINDER

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- Title IV-E funding is available to enhance or develop the state's CCWIS or non-CCWIS information systems to report AFCARS 2.1
- Title IV-E agencies may request funding to enhance their information systems through the Advance Planning Document (APD) process
- Contact your assigned DSS analyst for guidance on requesting funding. The list of assigned analysts is here:  
<https://www.acf.hhs.gov/cb/resource/state-tribe-assignments>

# RESOURCES

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## **CB AFCARS Website**

<https://www.acf.hhs.gov/cb/research-data-technology/reporting-systems/afcars>

## **AFCARS Webinar & Training Materials**

<https://www.acf.hhs.gov/cb/resource/afcars-webinars-training-materials>

**Code of Federal Regulations, AFCARS**  
[Current e-CFR](#)

## **Information Memorandum**

[ACYF-CB-IM-20-07](#)

## **Questions?**

[AFCARS@acf.hhs.gov](mailto:AFCARS@acf.hhs.gov)



## How helpful was this webinar?

- **Very helpful**
- **Somewhat helpful**
- **Neither helpful or unhelpful**
- **Somewhat unhelpful**
- **Very unhelpful**

Please be sure to fill out the [evaluation survey](#). The link is in the chat box. It will also be sent to you after the webinar ends. This will help us to prepare for additional webinars in this series. Thank you.