

QUARTERLY TERMINATION OF PARENTAL RIGHTS CASES TRACKING REPORT

SEPTEMBER 2005



Prepared for:

Ohio Department of Job and Family Services
Office of Children and Families
Adoption Services Section

By:

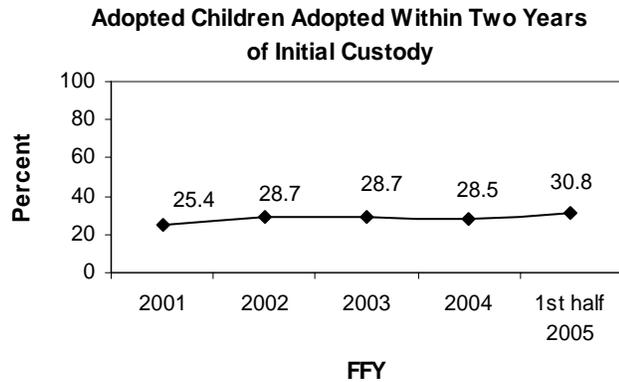
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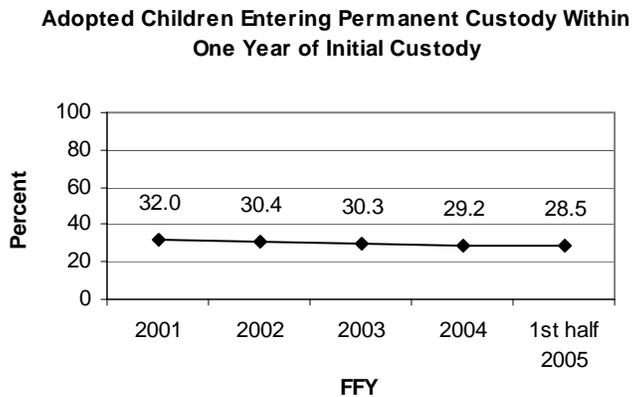
Purpose of the Report

Time to adoption is a key performance indicator within the Child and Family Services Review (CFSR). The federal standard is that 32 percent of adoptions be finalized within 24 months of initial custody. Ohio's Program Improvement Plan (PIP) goal is set at 31.1 percent for this indicator. As can be seen in the graph to the right, Ohio has not yet achieved its goal, but has shown improvement particularly in the first half of the most recent federal fiscal year.



One step in understanding where in the process efforts toward improvement should be focused is to divide the pathway to adoption into two distinct parts. The first part begins with initial custody and ends with permanent custody and the second from permanent custody to adoption finalization. If each part could be completed within one year, then the goal of reaching adoption within 24 months would be possible.

Since 2001, there has been a decline in the proportion of adopted children who moved from initial to permanent custody within a year's time. Comparatively, the



public children services agencies (PCSAs) have shown steady improvement in the second part of the process, the time from permanent custody to adoption. In 2001, less than one-third of the adoptions (30%) occurred within a year of permanent custody. By 2004, that proportion rose to 43 percent.

When the time to adoption is examined in this way, it becomes clear that the front end of the process needs further attention.

This report is designed to explore the hypothesis that delays in early agency actions and court processes, even before adoption planning begins, will be

associated with and possibly contribute to delays much later in the adoption process. If this is true, it implies that from the time a child enters custody, everyone, not just adoption workers, is contributing to the adoption. The testing of this hypothesis occurs in relation to three areas:

1. Case planning;
2. Agency decision-making; and
3. Court processes.

Notes on Methodology and the Study Sample

To gather data beyond those in FACSIS, the Quality Assurance vendor, Hornby Zeller Associates, developed and disseminated agency-specific TPR Tracking Tools for completion by the PCSAs. The Tracking Tools are child-specific and are designed to collect information such as dates of initial custody, dates of permanent custody, other hearing dates and explanations for delays in filing for permanent custody. Where possible, fields within the Tool are pre-populated using a download of FACSIS data. The letter and TPR Tracking Tool Instruction Guide that were mailed to the PCSAs in May is included in the Appendix.

The Tracking Tools collect information on a sample of those children entering permanent custody in a given quarter. Between October 1, 2004 and December 31, 2004, 457 children entered permanent custody (PC). A sample of 229 children was drawn for the quarter. This report is based on data for 160 of the 229 cases; the shortfall is due to just 33 of the 47 agencies completing the Tracking Tools sent to them.

The report presents preliminary findings based on one round of data collection. As data are collected in the future, it will provide a richer data set (i.e., more cases) from which to draw more conclusive findings.

Effect of Timely Case Planning

So, the question is: Are differences in the timeliness of case planning, agency decision-making and court processes prior to permanent custody associated with differences in the length of time to permanent custody and ultimately adoption?

Formal case planning offers a roadmap for each case and a means to review progress associated with the direction of the case. Without this type of directed, goal-oriented planning, it is expected that some children would linger in care and not reach permanent custody in a timely way, should adoption become the goal.

The following analysis tests the hypothesis that the timeliness of agency case planning is associated with the length of time to achieve permanency. One mark of timely case planning is the amount of time it takes to actually develop the initial case plan. A second is the amount of time it takes to conduct the first semi-annual administrative review. These timeframes were measured by the Tracking Tool for the children in the sample. While legislation sets definitive time frames for these events, it is more important for our purposes here to consider the importance of the time within which the events are completed in relation to the time to permanent custody than it is to consider compliance with the time frames.

Analysis

The following table compares the amount of time it took to develop the initial case plan, starting at the date of initial custody, with the amount of time it took to reach permanent custody.

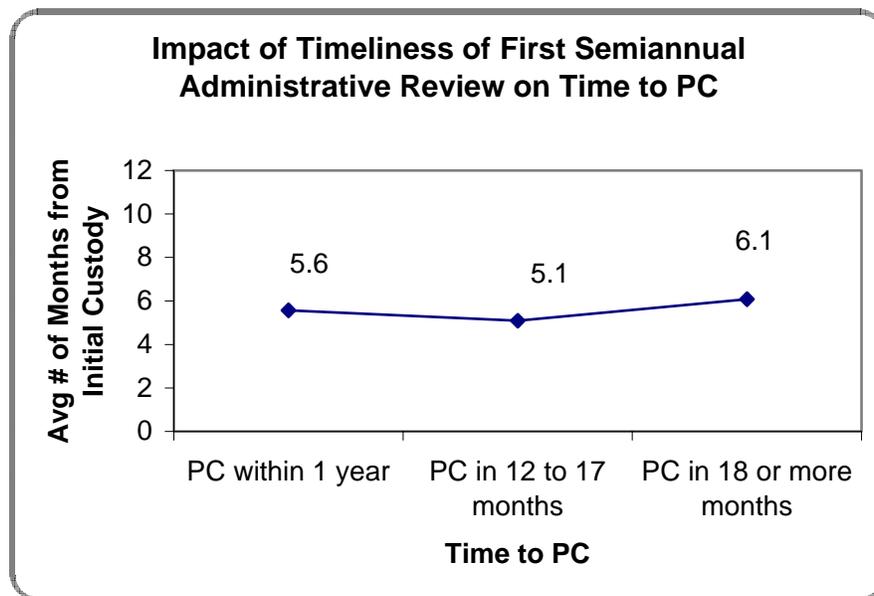
Impact of Initial Case Plan on Time to Permanent Custody ¹			
	PC within 1 year (N=25)	PC in 12 to 17 months (N=34)	PC in 18 or more months (N=77)
Average time from initial custody to initial case plan	1.9 months	1.6 months	2.6 months

- Among those cases in which PC is achieved within one year, the initial case plan is completed in 1.9 months, on average. For those children who reach PC in 12 to 17 months of coming into care, case plans are developed within 1.6 months. However, for those children who did not

¹ Results are based on 136 cases with initial case plan dates reported which post-date the initial custody dates. Three of the 160 cases, for which data was collected, lacked initial plan dates while 21 others showed such plans preceding initial custody dates, reflecting either "prior episode" information or perhaps data entry problems.

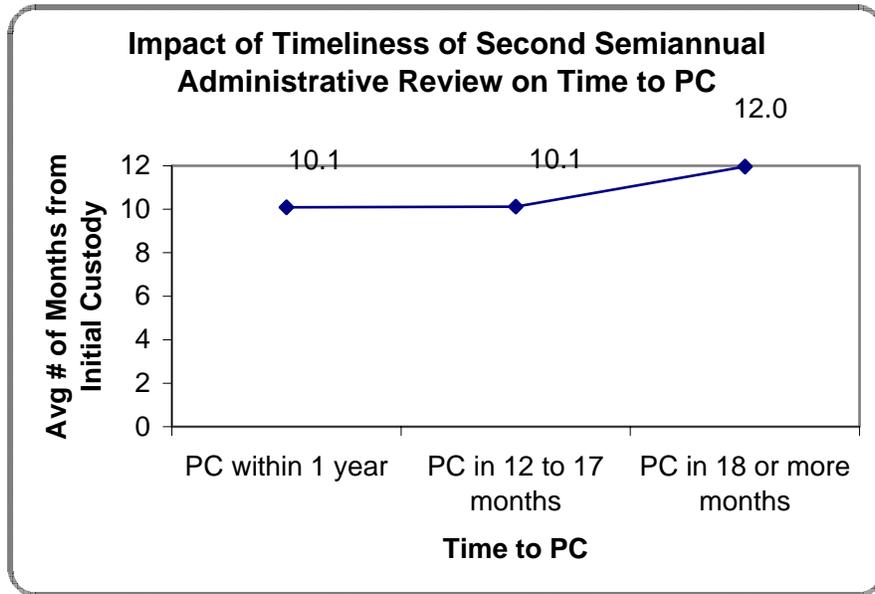
attain PC for 18 or more months, it took 2.6 months on average—more than the federal standard²—to obtain an initial case plan.

- These findings suggest the broad pattern that when initial case plans are developed in under two months, PC is achieved in a relatively timely way for those children who move on to PC. Still, perhaps partly because of the small sample sizes shown for some of these groups (25, 34, etc.), the differences were not found statistically significant ($p=.50$), meaning that these results may, but also *may not* be born out in other analyses using larger samples.³
- When the initial case plan takes two months or more to develop, it is more likely that PC will take 18 months or more. In this way, compliance with the 30-day time frame laid out in House Bill 484 does matter.
- As shown in the next chart, speedier completion of the first semiannual administrative review (SAR) was not uniformly associated with speedier transitions into permanent custody and showed only the most modest tendencies in that direction (note the 18+ month permanent custody group's slightly higher value).



² 45 CFR 1356.21 (g)(1) & (2), as amended November 23, 2001 states that a case plan must “be developed within a reasonable period, to be established by the State, but in no event later than 60 days from the child’s removal from the home.” Ohio’s House Bill 484 sets this standard at 30 days from the date on which the complaint in the case was filed or from the date the child was first placed into shelter care, whichever is earlier.

³ The tested probability value of .50 indicates an even chance—one in two—of observing differences similar in scale to those found here even if the two factors being looked at are *actually* unrelated, providing no certainty about their relationship, at least based on the sample used in this instance.



- A similar look at the time from initial custody to the second SAR also shows only a modest association with the length of time to PC. What impact is shown is not surprising as later SARs are more likely to be indicative of the level of difficulty of the case. On average the second administrative reviews are conducted in the 11th month following initial custody.

Summary of Findings

The analysis of the relationship between the timeliness of case planning and the achievement of timely PC shows a modest association between initial case planning completed within two months of a child coming into care and PC being achieved in fewer than 18 months. That relationship was *not* statistically significant based on the sample used for the analysis, however, meaning that this result is uncertain and may or may not be born out in other analyses using more adequate samples. It is clearly not the case that finer distinctions in how quickly case plans are completed are associated with differences in the timeliness of PC attainment.

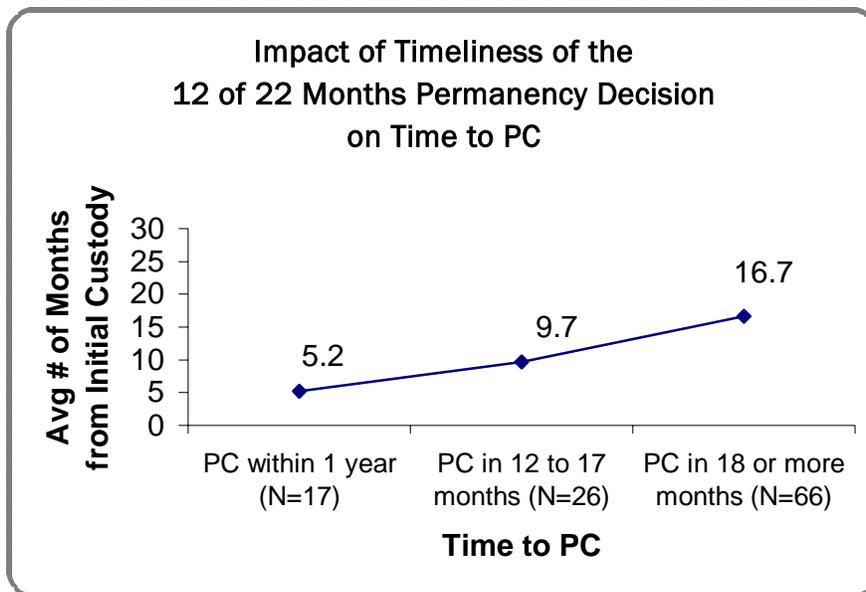
Semiannual administrative reviews are conducted in a timely way overall and do not seem substantially associated with the length of time it takes to achieve PC. For instance, cases reviewed at ten and one-half months are no more likely to be in PC within a year than in one year to 18 months. Those cases in which reviews are conducted around month 12 do tend to take 18 months or longer for PC, but this is likely not due to the review itself, but based on the difficulty of the case.

In sum, early case planning showed signs of a modest association with the length of time involved in the achievement of permanency for children in the present sample, but the relationship requires confirmation through testing based on a more adequate sample.

Effect of the Timeliness of the Decision to File for Permanent Custody

The second hypothesis relates to agency decision-making: the earlier the decision is made to file for permanent custody the sooner termination of parental rights is attained. Ohio's decision on whether or not to pursue PC is supposed to occur within 12 months of initial custody in those cases where a child has been in care 12 of the last 22 months. Structured decision making is intended to increase the speed with which children achieve permanency. It attaches a time requirement to case planning that is supposed to set other agency actions and court processes in motion to move children more quickly into permanent living situations. The following analysis looks at the timeliness of agencies' decisions to pursue PC as they relate to the amount of time it takes to file motions for PC. Court processes are examined separately in the next section.

Analysis



- The time that elapses between initial custody and the 12 of 22 months decision correlates with the length of time to achieve PC.
- As more time passes before the decision is made to file for PC, it takes longer for agencies to attain permanent custody of a child⁴. When decisions to pursue permanency are made within ten months, cases tend to reach PC in less than 18 months of entry into care.

⁴ A documented reason for delaying the decision to file for PC was provided for four of the cases. For three cases, the decision took between 17 and 20 months; for the fourth case the decision took over three years after legal custody given to a relative for protective supervision disrupted.

Time from 12 of 22 Months Permanency Decision to the Filing of Motion for PC⁵			
	PC within 1 year (N=14)	PC in 12 to 17 months (N=23)	PC in 18 or more months (N=50)
Average time from 12/22 months decision to 1st Motion for PC	61 days	28 days	200 days

- While making the permanency decision more quickly results in faster achievement of permanent custody, the impact of the filing of the motion is less clear. In fact, the table above shows that those achieving permanent custody within one year actually experienced a longer time between the permanency decision and the filing than did those reaching permanent custody more than a year but less than a year and a half after entering care.
- On the other hand, long delays in the filing of the motion after the permanency decision has been reached do appear to have an impact. For those children where permanent custody does not occur within the first 18 months of care, the average time between making the permanency decision and actually filing the petition is nearly seven months, more than three times the averages for either of the other categories.

Summary of Findings

Not surprisingly, the amount of time that elapses between initial custody and the agencies' decision to terminate parental rights is associated with the time it takes to gain permanent custody. When the decision is made earlier on in the life of the case, the length of time to PC is shorter.

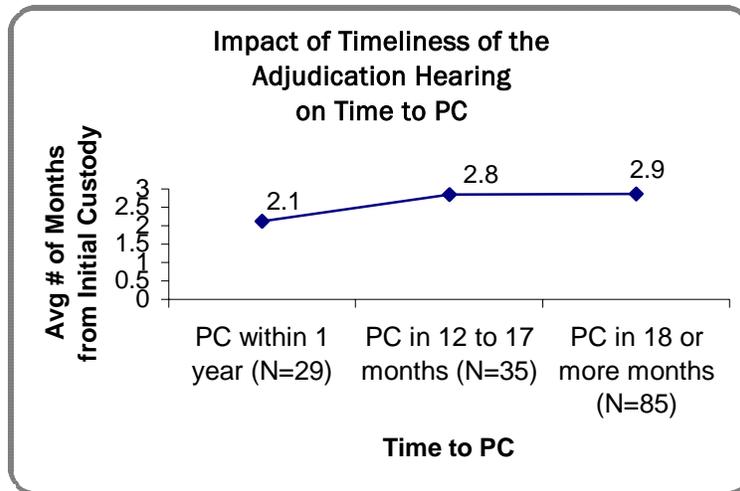
Among the cases studied, the average length of time to the 12 of 22 months decision is about 13 months. The average time it takes to file the motion for PC once that decision is made is four months. So, 17 months elapse from the time of initial custody to filing for PC. Given that it takes on average eight months to actually achieve PC from the time the motion is filed, that leaves no time to finalize an adoption if the federal standard is to be met.

⁵ Results are based on 87 cases with the "12 of 22 months decision" date reported which pre-dates the first motion for PC date. Of the total 160 cases, 52 cases lacked 12 of 22 months decision dates while 21 others showed that date post-dating the date of first motion for PC.

Effect of Timeliness of Court Hearings

It is important to recognize that permanency for children is not only the responsibility of public children services agencies and their planning and decision making processes; the courts play a key role in moving children quickly into permanency. The analysis in this section tests the hypotheses that the timeliness of court hearings early on in the case will be associated with the timeliness of the agencies' receipt of permanent custody of a child occurring later in the case. The relationship between timely PC hearings and the achievement of PC is also considered.

Analysis



- For those cases that reach PC within a year, adjudication hearings occur in about two months of initial custody, on average. The hearings for those children whose PC takes longer than one year had adjudication hearings after two and three-quarter months in care, on average.
- A similar pattern exists for dispositional hearings and the time that elapses prior to PC.

**Impact of Adjudication and Dispositional Hearing Continuances
on Time to Permanent Custody**

Average Number of Continuances to:	PC within 1 year	PC in 12 to 17 months	PC in 18 or more months
Adjudication Hearings	1.3 (N=7)	1.6 (N=15)	1.4 (N=36)
Dispositional Hearings	1.2 (N=10)	1.6 (N=11)	1.4 (N=30)

- Approximately one-third of adjudication and dispositional hearings are continued. Do continuances make a difference to the timeliness of PC? No, there does not appear to be a relationship between the number of continuances and the amount of time it takes to reach PC.

Time from Filing of Motion for PC to First PC Hearing⁶

	PC within 1 year (N=23)	PC in 12 to 17 months (N=33)	PC in 18 or more months (N=73)
Average time from 1st Motion for PC to 1st PC hearing	2.1 months	2.5 months	4.8 months

- On average, it takes two months for the first permanent custody hearing to occur from the date the motion for PC is filed for those cases in which PC is reached within one year.
- The longer it takes for the first PC hearing to occur, the longer the attainment of PC is likely to require. Similar to the result shown above regarding the motion to file for PC, this finding on the importance of timeliness regarding the first PC hearing was statistically significant ($p < .03$). In the present instance, the probability of observing differences in the attainment of PC among groups such as those here if timeliness of the first PC hearing were really *unrelated* to the time required to attain permanency is less than three in one hundred chances. So again, the conclusion that these two factors are related follows.

⁶ Based on N=129 cases with first motion for PC dates reported and pre-dating the first PC hearing date. Of the total 160 cases, 24 lacked data on one of the two dates while 7 showed first motion for PC dates post-dating the first PC hearing date.

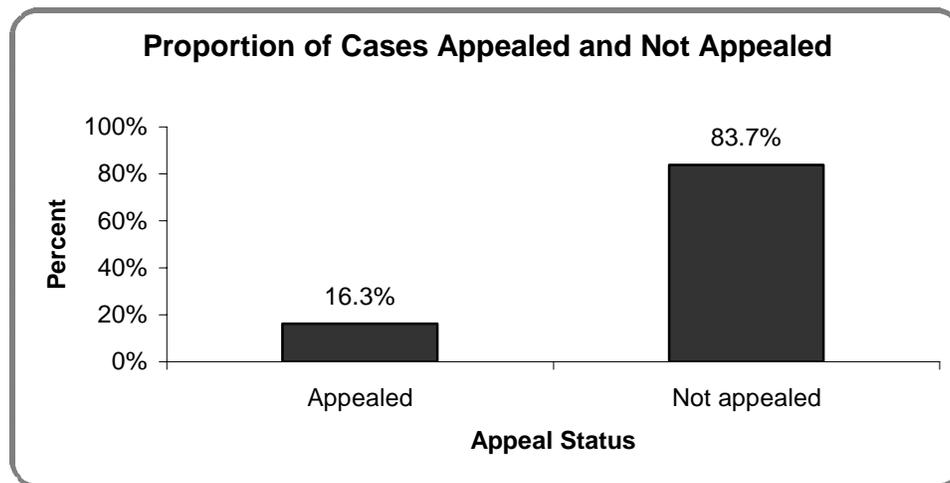
Summary of Findings

Hearings which happen at the front end do appear to have a slight relationship to the amount of time it takes to achieve permanent custody. While the initial hearings themselves appear somewhat related to timeliness, whether or not the hearings are continued does not seem to matter.

At the backend of the TPR process is the permanent custody hearing. The timeliness of the first PC hearing does bear some relationship to the time it takes to reach PC when that hearing takes place in less than a year.

In addition to the hearings discussed in the previous section which lead up to the filing of the motion for permanent custody, appeals to permanent custody may have a bearing on the timely achievement of permanency. In fact, this is the court process cited most often as problematic for agencies when they are evaluated on their performance on the federal adoption measure. A brief analysis on the impact of appeals on permanent custody follows.

Analysis



- In total, 25 of 153 cases (16.3%) have been appealed.
- One of the 25 appealed cases was resolved in less than three months; 14 were resolved in three to five months; and three of the appeal resolutions took six months or more. An appeal determination date was not available for seven cases.
- In those cases in which there was not an appeal, permanent custody was achieved within an average of 22 months. For the appealed cases for which an appeal determination date is known, the average length of time increased to 27 months.

Summary of Findings

While there are relatively few appeals (16% of the cases studied), appeals were associated with differences in the time to permanency among those cases. On average, permanent custody takes five months longer in the appealed cases for which there is a known resolution. Given that the appeal resolution is unknown in seven of the 25 cases, it is likely that the five-month time frame is understated assuming there has been no resolution on those cases to date.

Conclusions

The quarterly TPR Tracking reports are designed to explore the hypothesis that early agency actions and court processes, even before adoption planning begins, are associated with delays much later in the adoption process. This report considered this hypothesis in three parts:

1. Case planning;
2. Agency decision-making; and
3. Court processes.

Early in the Case

Early case planning seems to be associated with shorter times required to attain permanent custody, although this relationship was not strong and ideally requires confirmation using a larger sample. When the initial case plan is developed in less than two months, the likelihood of PC in fewer than 18 months increases. The timing of reviews of the plan was modestly associated with the time required to attain PC. When semiannual reviews occur right on time (at 6 and 12 months) rather than earlier than required, it is more likely that PC will require 18 or more months. There is no way to determine what the reasons for this are based on the data collected, but one assumption is that it takes longer to complete the initial plan and semiannual administrative reviews for the more difficult cases.

Court hearings early in the life of a case showed statistically significant relationships to timeliness. Adjudication and dispositional hearings tend to occur within about two months of initial custody for those cases in which PC is achieved within a year. When both types of hearings take more than two months to initiate, PC is more likely to be attained in one year or more.

Later in the PC Process

In addition to the hypothesis that early actions in a case impact the timeliness to achieve permanent custody, the TPR Tracking analysis showed that there is a direct impact of later actions (after the decision is made to pursue PC) on timeliness. For example, if all cases followed the average time frames among the cases studied, there would be no time left to finalize adoption in order to meet the federal goal of adoption within two years of initial custody.

Average timeframe of cases studied

13.0 months	from initial custody to 12 of 22 months decision
4.3 months	from 12 of 22 months decision to filing motion for PC
8.0 months	from motion to PC
25.3 months	total time to achieve PC

Cannot meet federal standard.

To illustrate the importance of timely decision making and action in this latter part of the PC process, a comparison is made below between cases in which PC is achieved within a year, within months 12 through 17 and in month 18 or later, following the steps noted above. The impact on the federal adoption time frame is italicized to show the amount of time available to achieve adoption if a case follows the paths as laid out by the average time frames in this report.

Cases in which PC is achieved within one year

5.2 months	from initial custody to 12 of 22 months decision
2.0 months	from 12 of 22 months decision to filing motion for PC
3.7 months	from motion to PC
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10.9 months	total time to achieve PC
<i>13.1 months</i>	<i>time left to finalize adoption to meet federal standard</i>

Cases in which PC is achieved in 12 to 17 months

9.7 months	from initial custody to 12 of 22 months decision
.9 months	from 12 of 22 months decision to filing motion for PC
4.7 months	from motion to PC
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15.3 months	total time to achieve PC
<i>8.7 months</i>	<i>time left to finalize adoption to meet federal standard</i>

Cases in which PC is achieved in 18 months or more

16.7 months	from initial custody to 12 of 22 months decision
6.6 months	from 12 of 22 months decision to filing motion for PC
10.8 months	from motion to PC
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34.1 months	total time to achieve PC
<i>Cannot meet federal standard</i>	

It is clear from this comparison that the decision on permanency should be made earlier than the 12-month requirement when possible. It also illustrates the importance of the preparation work necessary to file for PC. Once the decision is made to pursue PC, it is important to have the ability to file the motion for custody fairly quickly.

TO: PCSA DIRECTORS

FROM: HELAINE HORNBY, PRINCIPAL, HORNBY ZELLER ASSOCIATES

DATE: MAY 27, 2005

SUBJECT: QUARTERLY TPR TRACKING TOOL

As you know, Ohio's Program Improvement Plan requires the development of a *TPR Tracking Tool* which will allow PCSAs to document termination of parental rights (TPR) delays, compelling reasons for not filing for termination of parental rights in a timely manner and reasons for late hearings which may have an impact on the time required for TPR. As ODJFS' Quality Assurance vendor for adoption services, Hornby Zeller Associates, Inc. has developed that tool.

The *Tracking Tool* is designed to collect information on a sample of children entering permanent custody (PC) in a given quarter. The children included in the enclosed *Tracking Tool* are a sample of those from your county who entered PC between October 1, 2004 and December 31, 2004. The *Tracking Tool* instructions are attached to this letter and the *Tool* itself is in an Excel format which is provided on the enclosed diskette.

Returning the Completed Tracking Tool:

The diskette with the completed *Tracking Tool* should be returned to Hornby Zeller Associates within one month of its receipt. It should be mailed to the following address in the postage-paid disc-mailer provided:

Hornby Zeller Associates, Inc.
100 Commercial Street
Suite 300
Portland, ME 04101

Once the files are returned, HZA will analyze the data and produce an aggregate report of statewide findings on a quarterly basis.

Schedule for Tracking Tool Distribution

The schedule for distributing future *TPR Tracking Tools* is as follows:

- September 1 (children entering PC between January 1, 2005 and March 31, 2005)
- December 1 (children entering PC between April 1, 2005 and June 30, 2005)
- March 1 (children entering PC between July 1, 2005 and September 30, 2005)
- June 1 (children entering PC between October 1, 2005 and December 31, 2005)

PCSAAs should return complete the *Tools* within one month of receiving them.

If you have any questions, please call Barbara Pierce of Hornby Zeller Associates at 1-800-436-4105.

**QUARTERLY TPR TRACKING TOOL
INSTRUCTION GUIDE FOR EXCEL WORKBOOK**

General Instructions

Once you have opened the file on the disk, you will see a sample of those children who entered permanent custody (PC) for the specified quarter. Complete any of the fields in which there are no data.

Many of the fields ask for dates to be entered. Dates should be entered in the following format: mm/dd/yy.

Certain fields require you to enter a numeric value (i.e., those fields with headings which start with "Number of..."). If you enter anything but a whole number, you will receive an error message. If you receive an error message, click Retry and enter a whole number.

Other fields contain dropdown menus. To select your answer from the dropdown menus you must first be in the applicable field or cell. Click on the arrow that appears on the right side of the cell and highlight/select the correct response. If you do not use the dropdown menu where applicable, you will receive an error message. If you receive an error message, click Retry, delete what you have entered and use the dropdown menu to select your response.

Instructions for Entering Data into Each Field in the Tracking Tool

Item	Description
1. Client Number	This field is pre-populated.
2. Child Last Name	This field is pre-populated.
3. Child First Name	This field is pre-populated.
4. Child DOB	This field is pre-populated.
5. Initial Custody Date	This field is pre-populated.
6. Most Recent Permanent Custody Date	This field is pre-populated.
7. Date of First Adjudication Hearing	Record the date of the first adjudication hearing after initial custody as mm/dd/yy.
8. Number of Times Adjudication Hearing Continued	Record the number of times the adjudication hearing was continued.

Item	Description
9. Date of First Dispositional Hearing after Initial Custody	Record the date of the first dispositional hearing after initial custody as mm/dd/yy.
10. Number of Times Dispositional Hearing Continued	Record the number of times the dispositional hearing was continued.
11. Date Initial Case Plan Filed with Court	Record the date that the initial case plan was filed with the Court as mm/dd/yy.
12. What was the initial goal?	<p>Using the dropdown menu provided, select one of the following responses:</p> <ul style="list-style-type: none"> ▪ Maintain in Home ▪ Return to Parent/Guardian ▪ Permanent Placement ▪ Independent Living ▪ Adoption
13. Date of 1st SAR	Record the date of the first Semi-Annual Review as mm/dd/yy.
14. Date 1st SAR Summary Filed With Court	Record the date that the first Semi-Annual Review Summary was filed with the Court as mm/dd/yy.
15. Date of 2nd SAR	Record the date of the second Semi-Annual Review as mm/dd/yy. If there was no second review, leave blank.
16. Date 2nd SAR Summary Filed With Court	Record the date that the second Semi-Annual Review Summary was filed with the Court as mm/dd/yy. If there was no second review, leave blank.
17. Date of 3rd SAR	Record the date of the third Semi-Annual Review as mm/dd/yy. If there was no third review, leave blank.
18. Date 3rd SAR Summary Filed With Court	Record the date that the third Semi-Annual Review Summary was filed with the Court as mm/dd/yy. If there was no third review, leave blank.
19. Date of Agency's 12 of 22 Months Permanency Decision	Record the date that the agency made the 12 of 22 months decision as mm/dd/yy.

Item	Description
20. What was the result of the agency's 12 of 22 months decision?	Using the dropdown menu provided, select one of the following responses: <ul style="list-style-type: none"> ▪ Motion to be Filed ▪ TPR Not Pursued, Compelling Reasons ▪ TPR Not Pursued, Services Not Provided
21. Date of Initial Permanency Hearing	Record the date on which the first permanency hearing was held as mm/dd/yy.
22. Number of Custody Extensions	Record the number of custody extension orders for the child. Enter "0" if there were no extensions.
23. Date of First Custody Extension Order	Record the date on which the first temporary custody extension was ordered. If there were no extensions, leave blank.
24. Date of Most Recent Custody Extension Order	Record the date on which the most recent temporary custody extension was ordered. If this date is the same as custody extension order date in the previous item, leave blank.
25. Date Motion for PC Filed (Mother)	Record the date on which the motion for permanent custody was filed on the mother as mm/dd/yy.
26. Date Motion for PC Filed (Father)	Record the date on which the motion for permanent custody was filed on the father as mm/dd/yy.
27. If a motion for TPR was filed more than 12 months after initial custody, briefly describe the reason for the delay.	Enter a brief explanation as to why the filing for termination of parental rights was delayed beyond 12 months of initial custody.
28. Was there one PC hearing for both parents or did the PC hearings for each parent occur on different dates?	Using the dropdown menu provided, select one of the following responses: <ul style="list-style-type: none"> ▪ Same PC hearing for both parents ▪ Separate PC hearings for each parent

Item	Description
<p>IMPORTANT: If there was one PC hearing for both parents, answer questions 29-29e and then skip to question 31. If there were separate hearings for each parent, answer 29-29d for the mother and 30-30e for the father.</p>	
<p>29. On what date was the first PC hearing?</p>	<p>Record the date on which the first permanent custody hearing was held as mm/dd/yy. This should be either the date of the mother's hearing or the date of the hearing for both parents.</p>
<p>a. What was the result of the first PC hearing?</p>	<p>Using the dropdown menu provided, select one of the following responses:</p> <ul style="list-style-type: none"> ▪ PC Granted ▪ Continued ▪ PC Denied ▪ PC Denied – PPLA ▪ PC Denied – Legal Custody to Relative ▪ PC Denied – 6-month Extension
<p>b. If the first PC motion was denied, was a subsequent motion for PC filed?</p>	<p>Using the dropdown menu provided, select one of the following responses:</p> <ul style="list-style-type: none"> ▪ Yes ▪ No <p>Leave blank if the first PC motion was <i>not</i> denied.</p>
<p>c. If the PC hearing was continued, what was the reason?</p>	<p>Using the dropdown menu provided, select one of the following responses:</p> <ul style="list-style-type: none"> ▪ Services Delayed ▪ Parents Making Progress ▪ Court Delays ▪ Other <p>Leave blank if the hearing was not continued.</p>

Item	Description
<p>d. Who requested the continuance?</p>	<p>If there was a continuance of the first PC hearing, use the dropdown menu provided to select one of the following responses:</p> <ul style="list-style-type: none"> ▪ Agency ▪ Court ▪ Parent or Parent's Attorney ▪ GAL ▪ Other <p>Leave blank if the hearing was not continued.</p>
<p>e. How many continuances were there?</p>	<p>Record the number of continuances there were before a decision was made on permanent custody of the child. Leave blank if the hearing was not continued.</p>
<p><i>NOTE: If there was one PC hearing for both parents, skip to question 31. If hearings were held separately for the mother and father, answer questions 30-30e for the father.</i></p>	
<p>30. On what date was the first PC hearing?</p>	<p>Record the date on which the first permanent custody hearing was held for the father as mm/dd/yy.</p>
<p>a. What was the result of the first PC hearing?</p>	<p>Using the dropdown menu provided, select one of the following responses:</p> <ul style="list-style-type: none"> ▪ PC Granted ▪ PC Continued ▪ PC Denied ▪ PC Denied – PPLA ▪ PC Denied – Legal Custody to Relative ▪ PC Denied – 6-month Extension
<p>b. If the first PC motion was denied, was a subsequent motion for PC filed?</p>	<p>Using the dropdown menu provided, select one of the following responses:</p> <ul style="list-style-type: none"> ▪ Yes ▪ No <p>Leave blank if the first PC motion was <i>not</i> denied.</p>

Item	Description
<p>c. If the PC hearing was continued, what was the reason?</p>	<p>Using the dropdown menu provided, select one of the following responses:</p> <ul style="list-style-type: none"> ▪ Services Delayed ▪ Parents Making Progress ▪ Court Delays ▪ Other <p>Leave blank if the hearing was not continued.</p>
<p>d. Who requested the continuance?</p>	<p>If there was a continuance of the first PC hearing, use the dropdown menu provided to select one of the following responses:</p> <ul style="list-style-type: none"> ▪ Agency ▪ Court ▪ Parent or Parent's Attorney ▪ GAL ▪ Other <p>Leave blank if the hearing was not continued.</p>
<p>e. How many continuances were there?</p>	<p>Record the number of continuances there were before a decision was made on permanent custody of the child.</p> <p>Leave blank if the hearing was not continued.</p>
<p>31. Date Agency Received Written PC Order</p>	<p>Record the date on which the agency received the written PC order.</p>
<p>32. Was the permanent custody decision appealed?</p>	<p>Using the dropdown menu provided, select "yes" or "no."</p>
<p>a. On what date was the appeal filed with the Court?</p>	<p>Record the date on which the first appeal was filed with the Court as mm/dd/yy. If there was no appeal, leave blank.</p>
<p>b. Date of Final Appeal Determination</p>	<p>Record the date on which the appeal was decided as mm/dd/yy. If there was no appeal, leave blank.</p>
<p>33. Comments:</p>	<p>If there is additional information you would like to provide, enter it here.</p>

Instructions for Returning the TPR Tracking Tool:

Once you have completed all of the information, save the file and close it. The disk with the completed *Tracking Tool* file should be returned to HZA within one month of its receipt. It should be mailed to the following address in the postage-paid envelope provided:

Hornby Zeller Associates, Inc.
100 Commercial Street
Suite 300
Portland, ME 04101

If you have any questions, please call Barbara Pierce of HZA at 1-800-436-4105.