



Department of
Job and Family Services

Ted Strickland, Governor

Douglas E. Lumpkin, Director

August 31, 2010

To: Directors, Public Children Services Agencies

From: Sandra T. Holt, Deputy Director Child/Adult Protection
Office of Families and Children
SACWIS Executive Sponsor

Subject: SACWIS Update

Phase 1 – Medicaid/AA Financial Roll Out ~ We’re Almost There! ~ Continued good progress has been made in successfully rolling out all but 16 of Ohio’s counties in Medicaid/AA functionality. The last wave of counties will process payments in October and we truly appreciate the hard work and dedication of all involved. Successful completion of Phase 1 is a major step in preparing for completion of Phase 2. Phase 2 Foster Care Maintenance “FCM” preparation activities will begin in October and the first wave of counties will process “purchased care” payments in March and “own home” payments in April. We look forward to working with you in the coming months to ensure counties are supported and prepared. Look for a specific Phase 2 FCM roll out communication in the coming week.

Public Comment for SACWIS Compliance Standards and AFCARS Requirements ~ We are pleased ACF has requested public comments on both the AFCARS (Adoption Foster Care Analysis and Reporting System) and SACWIS Compliance standards. Links to these announcements are included below for your convenience. We are actively partnering with other states and stakeholders to broaden the vision of SACWIS compliance to better meet the needs of county administered states, as well as provide more flexibility to accommodate local level variations and options. So far, federal response and support from other states is very encouraging. While we are very aware of barriers and concerns counties experience and have discussed the standards in multiple statewide user group meetings, we are interested in your feedback/comments. If you would like to share or discuss them, please contact Tresa Young @ tresa.young@jfs.ohio.gov.

ACTION: Request for Public Comment and Consultation Meetings on the Adoption and Foster Care Analysis and Reporting System (AFCARS).

VIEW THE FULL ANNOUNCEMENT:

<http://edocket.access.gpo.gov/2010/2010-18042.htm>

ACTION: Request for Public Comment Concerning the Redesign of Statewide Automated Child Welfare Information System (SACWIS) Requirements

VIEW THE FULL ANNOUNCEMENT:

<http://edocket.access.gpo.gov/2010/2010-18038.htm>

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Results Oriented Management (ROM) ~ Initial discussions with ACF and negotiations with ROM are underway to make these outcome reports available to county agencies. We would appreciate active involvement from counties to increase trust, accuracy and access of SACWIS reports. We are on a tight time frame for getting the system up and would like individuals who have experience in writing mapping documentation or technical SACWIS report code to join us for several meetings (dates to be announced) to ensure the data entry practices are consistent and the mapping documentation is accurate. Obviously, a longer term commitment to increase dialogue and partnership in jointly developing meaningful and useful reports is needed. We are also in the process of releasing new permanency cubes (federal permanency measure drill down reports) on the ODJFS Business Intelligence Channel. It is important counties understand the differences in BIC and ROM reports, provide ongoing feedback to ensure reports are useful/accurate and develop capacity to utilize multiple report tools/methods. *If you are interested in working on the ROM mapping review/documentation, please contact Tresa Young @ e mail: tresa.young@jfs.ohio.gov or Angela Isaacs @ e mail angela.isaacs@jfs.ohio.gov. We would appreciate the talent and energy county staff can lend to this effort.*

Federal Compliance & Monthly Visitation Cube Reports ~ Ohio is still falling short of the FFY 2010 (ending September 30th) compliance goal of 80% for visiting children every month. ~ *Please focus efforts during the current months to update your data as we will submit the report results on December 15, 2010. Failure to achieve compliance will result in lost Title IV-B revenue and negatively impact county agencies.*

The SACWIS visitation reports are currently live on the Business Intelligence Channel (BIC), Public Folder/OCF-SACWIS Management Reports folder. The monthly visitation report enables a county to review visits missed each month. The monthly visitation report is now refreshed weekly. An article on how to utilize this report is attached for your convenience and it has been published on the SACWIS knowledge base.

To access BIC immediately, please follow the guidelines on the following knowledge base link: http://www.webetools.com/drc/users/kb.php?id=10713&category_id=0&sid2= . *It is important to note on the form you need access to the OCF-SACWIS Management Reports with drill through capability. To save counties time, we are also working with OIS to request “group access” so that PCSA staff with current BIC access and drill through capability for existing reports will automatically gain access to the new folder. If you need assistance, please contact the SACWIS Helpdesk.*

Another visitation report titled, the “Visitation-Annual Report” is also currently available (a newer version is in the process of being released to coincide with the federal fiscal year time frames and should be available by the end of the week). A separate “How To” document to explain and utilize the Annual Report is attached. Guidance materials will be updated when the new report version (that reflects the actual federal fiscal year) is released. This report measures multiple months and approximates how the feds measure compliance over a one year period. As noted above, the report is being modified to reflect the current federal fiscal year (October 1 through September 30 of each year.) **We are in the process of creating webinars to assist**

counties in the use of these reports and also expect to review them during the October 18th SACWIS Statewide User Group Meeting.

ICPC Changes ~ While initial changes were introduced in build 1.98 last month, additional changes were released in 1.99 on August 26th. Early feedback from counties who are utilizing this functionality is positive – thank you for reviewing our work and giving us feedback! This functionality is also expected to be reviewed at the October 18th SACWIS Statewide User Group Meeting.

Build Release 100 ~ As most of you know, the target date for this critical release is expected on September 30, 2010. Webinars are being held on September 29 & September 30. Sign up notifications were sent to financial staff; *we would appreciate your encouragement to ensure experienced FCM users attend this training. We look forward to this release and ask for your patience as we learn and support one another to achieve this major accomplishment. This release, like any other, will encounter challenges and modifications. In addition, supporting changes in the provider area are expected to occur in builds 101 and 102 to fully support Release 100 changes. We appreciate the many county staff who will test the build and help us ensure it is responsive and meets your needs.*

Ohio's 2010-2011 Annual Planning Document Update ~ The APDU is currently being negotiated with ACF and will be formally submitted by early October. The plan includes authorization/coordination of multiple pilot projects: Alternative Response/Differential Response, Kinship Navigator, ProtectOhio and the IV-E Court Program. We anticipate budget negotiations to authorize continued federal funding for Ohio's SACWIS project and will update you on our progress. Thank you to staff as well as federal partners who provide critical information and feedback to assist us in this process.

Statewide User Group Meeting ~ This meeting/video conference is scheduled for October 18th from 9:30 – 1:00 at 4020 Air Center Rooms A118 and A119.

BIC Visitation - Monthly Cube [How to Guide]

To access the Visitation - Monthly Cube. From the Public Folder select the, OCF – SACWIS MANAGEMENT REPORT folder, the Visitation – Monthly Report is located at the bottom of the screen ~ Open the file by double clicking on the report.

The cube first displays with the listing of ‘Agencies’. [PCSAs]

Select your Agency

The screen Displays the Number of Children who were in Foster Care for each completed calendar Month.

| AGENCY | 02/01/2010 | 01/01/2010 | 12/01/2009 | 11/01/2009 | 10/01/2009 |
|--------|------------|------------|------------|------------|------------|
| | 35 | 35 | 32 | 37 | 40 |

The User may select a specific Month, by clicking once on the Month. The user can Filter the population by either Visited or Visited in Placement Setting.

Visited? (Values: ‘Yes’ or ‘No’) If Yes, The Child had a Face to Face Visit by case worker, during the Calendar Month, Regardless of the Location of the Visit. If No, the child had no case worker visit for the Month.

Visited In Placement Setting? (Values: ‘Yes’ or ‘No’) If Yes, The child had a Face to Face Visit, during the Calendar Month in the Placement Setting. If No, the child had a Face to Face visit by case worker but not in the Placement Setting.

Note: if Visited is No, then Visited in Placement setting is also No.

The User may view the percentage of children who had Face to Face Visit by Agency, Supervisor or Case Worker.

By selecting a Specific Month the User can select the Drill Through  Icon (located on the tool bar at the bottom of the screen). This will display a listing of Children who were in placement for a complete calendar month by Worker & Supervisor. (see below).

| Person ID | Month | First Name | Last Name | Birth Date | Visited? | Visited in Placement Setting? | Case ID | Agency | Responsible Worker | Supervisor | Run Date |
|-----------|----------|------------|-----------|------------|----------|-------------------------------|---------|-------------|--------------------|------------|-------------|
| 12345 | Feb 2010 | First Name | Last Name | mm/dd/ccyy | Yes | No | xxxxxxx | County PCSA | Worker 1 | Sup 1 | Mar 9, 2010 |
| 45673 | Feb 2010 | First Name | Last Name | mm/dd/ccyy | No | No | xxxxxxx | County PCSA | Worker 2 | Sup 2 | Mar 9, 2010 |
| 87654 | Feb 2010 | First Name | Last Name | mm/dd/ccyy | Yes | Yes | xxxxxxx | County PCSA | Worker 1 | Sup 1 | Mar 9, 2010 |
| 98235 | Feb 2010 | First Name | Last Name | mm/dd/ccyy | No | No | xxxxxxx | County PCSA | Worker 2 | Sup 2 | Mar 9, 2010 |
| 56666 | Feb 2010 | First Name | Last Name | mm/dd/ccyy | Yes | No | xxxxxxx | County PCSA | Worker 1 | Sup 1 | Mar 9, 2010 |
| 86512 | Feb 2010 | First Name | Last Name | mm/dd/ccyy | Yes | Yes | xxxxxxx | County PCSA | Worker 2 | Sup 2 | Mar 9, 2010 |
| 97590 | Feb 2010 | First Name | Last Name | mm/dd/ccyy | No | No | xxxxxxx | County PCSA | Worker 1 | Sup 1 | Mar 9, 2010 |

The cube columns are as follows:

- Person ID: SACWIS Child ID
- Month: Month where the Child was in Care for the whole Calendar Month
- First Name, Last Name: Name of the Child
- Birth Date: Child’s Date of Birth
- Case ID: SACWIS Case ID
- Agency: PCSA or IV-E Juvenile Court
- Responsible Worker: Based upon the Primary Worker Role if ‘No’ Primary Worker, then the Worker as identified in the Activity Log (AL) Responsible Worker field. If mulptial Workers are assigned to the case, with the Primary Worker Role, then the report will display the Primary Worker with the highest Person ID number.
- Supervisor: The supervisor of the Responsible Worker as defined in SACWIS
- Run Date: Date on which the User ran the report

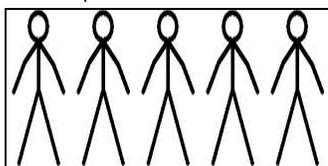
The Cube Measures are as follows:

- Placed All Month. The number of children who were in placement for a completed calendar month.
- Visited? (Values: ‘Yes’ or ‘No’) If Yes, The Child had a Face to Face Visit by case worker, during the Calendar Month, Regardless of the Location of the Visit. If No, the child had no case worker visit for the Month.
- Visited In Placement Setting? (Values: ‘Yes’ or ‘No’) If Yes, The child had a Face to Face Visit, during the Calendar Month in the Placement Setting. If No, the child had Face to Face a case worker but not in the Placement Setting.

Note: Selection of the ‘No’ filter value under Visited, then Selecting the Drill through  Icon (located on the tool bar at the bottom of the screen) will display a list of Children for each Worker & Supervisor who have Not had a Face to Face case worker visit.

- Monthly Visitation Percentage: The number of children in foster care placements for a completed calendar month who had case worker visits during the month (Numerator), as a percent of the number of children in foster care placements for a completed calendar month (Denominator).
(This is reported to HHS – Ohio’s target is 80% in FFY 2010 and 90% in FFY 2011)

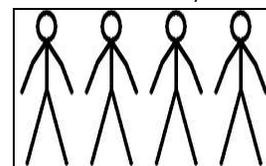
Number of Children in FC Placements for a Completed Calendar Month



Case Worker

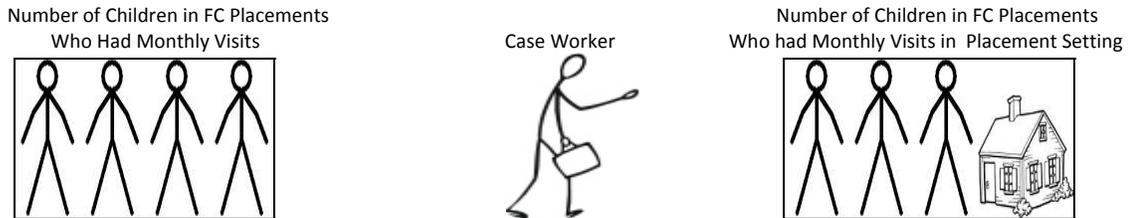


Number of Children in FC Placements Who had Monthly Visits



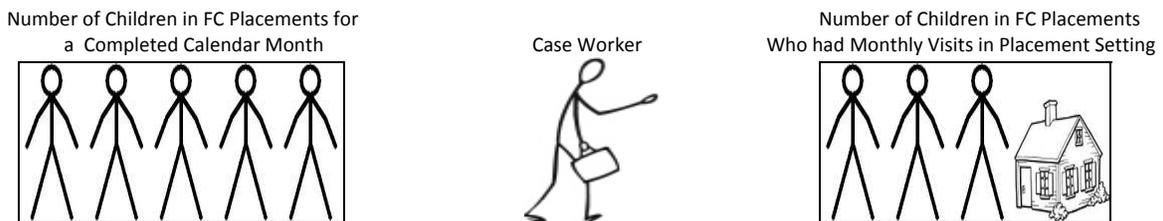
[Example: PCSA had 5 children in FC placements for the completed calendar month and 4 children had monthly case worker visits in completed calendar month regardless of the location, then Monthly Visitation Percentage equals to 80.0%.]

- Percentage of Visits in Placement Setting:** The number of children in foster care placements for a completed calendar month who had case worker visits during the month in Placement Setting (Numerator), as a percent of the number of children in foster care placements for a completed calendar month who had case worker visits during the month (Denominator)
 (This is reported to HHS)



[Example: 4 children had monthly case worker visits in completed calendar month and 3 of these children had case worker visits in placement setting, then Percentage of Visits in Placement Setting equals to 75.0%]

- Placement Setting Visitation Percentage:** The number of children in foster care placements for a completed calendar month who had case worker visits during the month in Placement Setting (Numerator) as a percent of the number of children in foster care placement for a completed calendar month (Denominator).
 (This is NOT reported to HHS)



[Example: PCSA had 5 children in placement for the completed calendar month and 3 of these children had case worker visits in the placement setting, then Placement Setting Visitation Percentage equals to 60.0%]

BIC Visitation - Annual Report
How to Guide

Report Description:

In accordance with Sections 424(e)(1) and (e)(2) of the Social Security Act, States must provide the U. S. Department of Health and Human Services Administration for Children, Youth and Families Administration for Children and Families the following: (1) the percent of children in foster care who were visited on a monthly basis by the caseworker responsible for the child’s case, and (2) the percent of visits occurring in the child’s placement setting. The goal is to achieve at least a 90% threshold of children being visited monthly by their caseworker and ensure the majority of visits occur in the child's placement setting by October 1, 2011.

The “Visitation – Annual Report” is located in the Business Intelligence Channel (BIC), Public Folder/OCF-SACWIS Management Reports folder. The report allows a county to review the annual compliance rate over a one year period (the report is currently being updated to allow partial years that coincide with the federal fiscal year time period). The State must attain an 80% threshold for Federal Fiscal Year (FFY) 2010 (October 1, 2009 – September 30, 2010), and a 90% threshold for FFY 2011, to avoid Title IV-B revenue losses. It is important to remember the actual compliance rate can’t be determined until the full federal fiscal year is complete. **(Special Caution: Please note that adding the monthly averages together and dividing by the number of months does not produce an accurate statistical - compliance rate. Rather the annual rate is determined by looking at episodes of care for children in the federal fiscal year (multiple months) and determining whether visits were missed in any month. Hence, a county can consistently achieve 80% on the monthly report but less than 80% on the annual report when the actual annual compliance rating is determined at the end of each fiscal year.)**

How the Measures are Defined:

*Note: Measures included in this report are based upon the Children’s Bureau Technical Bulletin # 2: **NOTE THIS TABLE WILL BE CHANGED WHEN THE FFY TIMEFRAMES / PARTIAL MONTHS REPORT IS UPDATED IN BIC.***

| MEASURES as values | <u>7/31/2010</u> | <u>6/30/2010</u> | <u>5/31/2010</u> | <u>4/30/2010</u> | <u>3/31/2010</u> | <u>2/28/2010</u> | <u>1/31/2010</u> | <u>12/31/2009</u> | Last Day of Year Period |
|--|------------------|------------------|------------------|------------------|------------------|------------------|------------------|-------------------|-------------------------|
| <u>Children</u> | 18062 | 18175 | 18219 | 18434 | 18422 | 18625 | 18750 | 18890 | 147577 |
| <u>Placement Months</u> | 134074 | 134343 | 134744 | 135471 | 136349 | 137414 | 138533 | 139737 | 1090665 |
| <u>Visit Months</u> | 120116 | 121776 | 122567 | 123489 | 124493 | 125463 | 126704 | 127652 | 992260 |
| <u>Visited in Placement Setting Months</u> | 98179 | 98962 | 98836 | 96514 | 92938 | 89284 | 85753 | 81945 | 742411 |
| <u>Children Visited All Months</u> | 12434 | 13304 | 13526 | 13806 | 13822 | 13953 | 14163 | 14156 | 109164 |
| <u>Percentage of Children Visited All Months</u> | 68.84% | 73.20% | 74.24% | 74.89% | 75.03% | 74.92% | 75.54% | 74.94% | 73.97% |
| <u>Percentage of Vists in Placement Setting</u> | 81.74% | 81.27% | 80.64% | 78.16% | 74.65% | 71.16% | 67.68% | 64.19% | 74.82% |
| MEASURES | NA | NA |

Children – The number of children placed in foster care for at least one full calendar month during the FFY. (Billy was in Foster Care all of October 2009, therefore Billy is in this population. Sally was in care for all of November 2009, Sam was in foster care only for two week in October, therefore, Sam is **not** in this population, thus, the Number of Children = 2)

Placement Months - Number of Months the child was in placement for the entire month. *(Billy has been in placement 5 full months. Sally has be in placement for 3 full months; the total Placement Months = 8)*

Visit Months – The number of months where the child was in placement the entire month and visited. *(Billy had 4 Visits and Sally had 2 visits, therefore the Visit Months = 6)*

Visited in Placement Setting Months – The total number of visit months in which at least one child visit occurred in the child's placement setting. *(of Billy's 4 visits, 2 were in his placement setting and all of Sally's were in her placement setting for 2; the total of both children = 4)*

Children Visited All Months - The total number of children who were visited each calendar month they were in foster care during the FFY. *(Billy was in foster care placement for 5 months and had visits in all 5 months; Sally was in foster care placement for 3 months and had visits in all 3 months and Willie was in foster care placement for 3 months and had visits only in 2 months. Therefore, the Children Visited All Months = 2)*

Percentage of Children Visited All Months - The percentage of children in foster care who were visited monthly by the caseworker handling the child's case. *(Billy, Sally and Willie were in foster care placements during FFY (3 children), but Billy and Sally were visited all the months when they were in foster care placements (2 children). Therefore, percentage of Children Visited All Months = 2/3 (66.7%).*

Percentage of Visits in Placement Setting – The percentage of visits occurring in the child's placement setting. *(Bill was in foster care placements 5 months: Sally was in foster care placements 3 months. (8 monthly visits) Billy's 2 visits were in his placement setting and all of Sally's 3 visits were in her placement setting (5 visits in placement setting). Therefore, percentage of visits in placement setting = 5/8 (63.0%)*

Last Day of Year Period – This column represents the sum for each group identified in the first column. In the example, the 'Last Day of Year' period date is July 31, 2010 means cumulative statistics up to that date. **Note: The percentage in the Last Day of Year Period column, reflects the Agency's progress towards attaining the 80 percent threshold for FFY 2010 and the 90 percent threshold for FFY 2011.**