

**Derivation of the
CFSR Permanency Composite Individual Measures**

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1. Introduction

This document describes the approach used by the Administration for Children and Families (ACF) to derive the Child and Family Services (CFSR) permanency composite measures used during CFSR reviews. The measures are derived from Adoption and Foster Care Analysis and Reporting System (AFCARS) data. By following the guidance in this document, States will be able to duplicate the values ACF derives for the CFSR permanency composite measures.

1.1. Document Revision History

The following table lists released versions of this document and summarizes the revisions incorporated in each version.

Version – Date	Revisions
1.0 – 06/15/2007	Original Document
1.1 – 07/02/2007	Corrections to Section 3.8.2.2: Selecting Measure C2.4 Denominator Records
1.2 – 09/14/2007	<p>Correction to Section 2.4.2: Table of Terms and Definitions. The criteria for inclusion in the 12-month served file are updated. Records missing FC #3:Local Agency FIPS Code should be excluded.</p> <p>Correction to Section 3.3.2: Guidance for Deriving Measure C1.3 from AFCARS. Added details on linked records with missing or multiple FC #3:Local Agency FIPS Code.</p> <p>Correction to Section 3.4.2: Guidance for Deriving Measure C1.4 from AFCARS. Added details on matched denominator/numerator records with multiple FC #3:Local Agency FIPS Code.</p> <p>Correction to Section 3.9.2: Guidance for Deriving Measure C2.5 from AFCARS. Added details on linked records with missing or multiple FC #3:Local Agency FIPS Code.</p> <p>Correction to Section 3.7.2.2: Selecting Measure C2.3 Denominator Records. Step 2) is corrected.</p>
1.3 – 10/01/2008	<p>Correction to Section 3.12.2.2: Selecting Measure C3.3 Denominator Records. Steps 2), 3), and 4) are corrected.</p> <p>Correction to Section 3.3.2.3: Determining if Singular or Matched Records are Part of the Denominator or Numerator for Measure C1.3. The numerator calculation for the row where 1a) File 1</p>

	E(xtract) = Missing, 1b) File 2 E(xtract) = 1, and 1c) File 3 E(xtract) = 2 is corrected.
1.4 – 03/09/2009	<p>Correction to Section 2.4.2: Table of Terms and Definitions. The definitions for the terms “A” File and “B” File are corrected.</p> <p>Correction to Section 3.3.2.3: Determining if Singular or Matched Records are Part of the Denominator or Numerator for Measure C1.3. The numerator calculation for the row where 1a) File 1 E(xtract) = 1, 1b) File 2 E(xtract) = Missing, and 1c) File 3 E(xtract) = 2 is corrected.</p> <p>Correction to Section 3.12.2.3: Selecting Measure C3.3 Numerator Records. The numerator calculations for steps 1), 2), and 3) are corrected.</p>

2. Background

This section provides an overview on AFCARS data and the CFSR permanency composite measures. It also includes definitions of terms and phrases used throughout the document.

2.1. Overview of AFCARS Data

Per 45 CFR 1355.40, States submit AFCARS data every six-months. The submitted file includes record level data on every child served by the State’s foster care system during the given six-month period, either an “A” file: 10/01/YYYY through 03/31/YYYY+1, or a “B” file: 04/01/YYYY through 09/30/YYYY. At the close of each six-month period, the State has up to 45 days from these end dates in which to electronically submit their AFCARS data.

AFCARS data are point-in-time; the information contained in each field should be current as of the close of each six-month period or at the time a child discharges from care, whichever is applicable.

The following data elements or fields are included in a State’s AFCARS foster care submission:

- FC #1. State
- FC #2. Report Period Ending Date
- FC #3. Local Agency FIPS Code
- FC #4. Record Number
- FC #5. Date of Most Recent Periodic Review
- FC #6. Child’s Date of Birth
- FC #7. Sex
- FC #8. Race

- FC #9. Hispanic or Latino Origin
- FC #10. Has Child Been Clinically Diagnosed as having a Disability(ies)

- FC #11. Mental Retardation
- FC #12. Visually or Hearing Impaired
- FC #13. Physically Disabled
- FC #14. Emotionally Disturbed (DSM III)
- FC #15. Other Medically Diagnosed Condition Requiring Special Care
- FC #16. Has This Child Ever Been Adopted?
- FC #17. How Old was the Child when the Previous Adoption was Legalized?
- FC #18. Date of First Removal from Home
- FC #19. Total Number of Removals from Home to Date
- FC #20. Date Child was Discharged from Last Foster Care Episode

- FC #21. Date of Latest Removal from Home
- FC #22. Transaction Date (Date of latest Removal from Home)
- FC #23. Date of Placement Current Foster Care Setting
- FC #24. Number of Previous Placement settings During this Removal Episode
- FC #25. Manner of Removal from Home for Current Placement Episode
- FC #26. Physical abuse
- FC #27. Sexual abuse
- FC #28. Neglect
- FC #29. Alcohol Abuse (Parent)
- FC #30. Drug Abuse (Parent)

- FC #31. Alcohol Abuse (Child)
- FC #32. Drug Abuse (Child)
- FC #33. Child's Disability
- FC #34. Child's Behavior Problem
- FC #35. Death of Parent(s)
- FC #36. Incarceration of Parent(s)
- FC #37. Caretaker Inability to Cope Due to Illness or Other Reasons
- FC #38. Abandonment
- FC #39. Relinquishment
- FC #40. Inadequate Housing

- FC #41. Current Placement Setting
- FC #42. Is Current Placement Setting Out of State?
- FC #43. Most Recent Case Plan Goal
- FC #44. Caretaker Family Structure
- FC #45. Year of Birth: 1st Principal Caretaker
- FC #46. Year of Birth: 2nd Principal Caretaker
- FC #47. Parental Rights Termination: Mother
- FC #48. Parental Rights Termination: Father
- FC #49. Foster Family Structure
- FC #50. Year of Birth: 1st Foster Caretaker

- FC #51. Year of Birth: 2nd Foster Caretaker
- FC #52. Race: 1st Foster Caretaker
- FC #53. Hispanic or Latino Origin: 1st Foster Caretaker
- FC #54. Race: 2nd Foster Caretaker
- FC #55. Hispanic or Latino Origin: 2nd Foster Caretaker
- FC #56. Date of Discharge from Foster Care
- FC #57. Transaction Date: (Date of Discharge from Foster Care)
- FC #58. Reasons for Discharge
- FC #59. Source(s) of Federal Support/Assistance for Child: Title IV-E (Foster Care)
- FC #60. Source(s) of Federal Support/Assistance for Child: Title IV-E (Adoption Subsidy)

- FC #61. Source(s) of Federal Support/Assistance for Child: Title IV-A (AFDC)
- FC #62. Source(s) of Federal Support/Assistance for Child: Title IV-D (Child Support)
- FC #63. Source(s) of Federal Support/Assistance for Child: Title XIX (Medicaid)
- FC #64. Source(s) of Federal Support/Assistance for Child: SSI or Other Social Security Benefits
- FC #65. Source(s) of Federal Support/Assistance for Child: None of the Above
- FC #66. Amount of Monthly Foster Care Payment

2.2. Overview of the Permanency Composites

Please see the Correct Federal Register Announcement at http://www.acf.hhs.gov/programs/cb/cwmonitoring/legislation/fed_reg.htm for detailed information and on the permanency composites.

Fifteen measures compose the permanency composites; several measures contribute to each composite:

- four measures contribute to Permanency Composite One,
- five to Permanency Composite Two,
- three to Permanency Composite Three, and
- three to Permanency Composite Four.

The definition and derivation of each measure is described in Section 3 of this document. The list of the fifteen measures described in this document follows.

2.2.1. Permanency Composite 1: Timeliness and permanency of reunifications.

2.2.1.1. Individual Measure C1.1

Of all children discharged from foster care to reunification in the target 12-month period, and who had been in foster care for 8 days or longer, what percent were reunified in less than 12 months from the time of the latest removal from home?

2.2.1.2. Individual Measure C1.2

Of all children who were discharged from foster care to reunification in the 12-month target period, and who had been in foster care for 8 days or longer, what was the median length of stay in months from the date of the latest removal from home until the date of discharge to reunification?

2.2.1.3. Individual Measure C1.3

Of all children who entered foster care for the first time in the 6-month period just prior to the target 12-month period, and who remained in foster care for 8 days or longer, what percent were discharged from foster care to reunification in less than 12 months from the date of latest removal from home?

2.2.1.4. Individual Measure C1.4

Of all children who were discharged from foster care to reunification in the 12-month period prior to the target 12-month period, what percent re-entered foster care in less than 12 months from the date of discharge?

2.2.2. Permanency composite 2: Timeliness of adoptions

2.2.2.1. Individual Measure C2.1

Of all children who were discharged from foster care to a finalized adoption during the 12-month target period, what percent were discharged in less than 24 months from the date of the latest removal from home?

2.2.2.2. Individual Measure C2.2

Of all children who were discharged from foster care to a finalized adoption during the 12-month target period, what was the median length of stay in foster care in months from the date of latest removal from home to the date of discharge to adoption?

2.2.2.3. Individual Measure C2.3

Of all children in foster care on the first day of the 12-month target period who were in foster care for 17 continuous months or longer, what percent were discharged from foster care to a finalized adoption by the last day of the 12 month target period?

2.2.2.4. Individual Measure C2.4

Of all children in foster care on the first day of the 12-month target period who were in foster care for 17 continuous months or longer, and who were not legally free for adoption prior to that day, what percent became legally free for adoption during the first 6-months of the 12-month target period?

2.2.2.5. Individual Measure C2.5

Of all children who became legally free for adoption during the 12 months prior to the target 12-month period, what percent were discharged from foster care to a finalized adoption in less than 12 months from the date of becoming legally free?

2.2.3. Permanency composite 3: Achieving permanency for children in foster care

2.2.3.1. *Individual Measure C3.1*

Of all children who were in foster care for 24 months or longer on the first day of the 12-month target period, what percent were discharged to a permanent home by the last day of the 12-month period and prior to their 18th birthday?

2.2.3.2. *Individual Measure C3.2*

Of all children who were discharged from foster care during the 12-month target period, and who were legally free for adoption (i.e., there is a parental rights termination date for both parents) at the time of discharge, what percent were discharged to a permanent home prior to their 18th birthday?

2.2.3.3. *Individual Measure C3.3*

Of all children who either (1) were, prior to age 18, discharged from foster care during the 12-month target period with a discharge reason of emancipation, or (2) reached their 18th birthday while in foster care but had not yet been discharged from foster care, what percent were in foster care for 3 years or longer?

2.2.4. Permanency composite 4: Placement stability

2.2.4.1. *Individual Measure C4.1*

Of all children who were served in foster care during the 12-month target period, and who were in foster care for at least 8 days but less than 12 months, what percent had two or fewer placement settings?

2.2.4.2. *Individual Measure C4.2*

Of all children who were served in foster care during the 12-month target period, and who were in foster care for at least 12 months but less than 24 months, what percent had two or fewer placement settings?

2.2.4.3. *Individual Measure C4.3*

Of all children who were served in foster care during the 12-month target period, and who were in foster care for at least 24 months, what percent had two or fewer placement settings?

2.3. **Impact of AFCARS Data Quality on the Permanency Composites**

States are responsible for submitting complete, accurate, and timely AFCARS data. Good quality AFCARS data consistently submitted over time will result in permanency composites that are accurate measures of a State's foster care program and can be used to track changes over time. Poor quality data will result in unreliable permanency composite scores that do not accurately portray the program's status and cannot be depended upon to track program changes.

2.4. Terms, Definitions and AFCARS Source Files

2.4.1. AFCARS Data Element Naming Convention

In this document the AFCARS foster care data elements will be referenced by the abbreviation “FC” (for foster care) followed by the data element number and name listed in Section 2.1. The data element number and name are both provided so that readers can read the equations by reference to either the data element name or number. In order to make the equations easier to read, the AFCARS data element names are displayed in a smaller font so that the arithmetic and logical operations are more apparent.

2.4.2. Table of Terms and Definitions

Following is a table explaining terms and phrases used in this document.

Term	Definition
“A” file	<p>A State-submitted AFCARS file processed by the Federal Data Quality Utility (DQU) for the six month period 10/01/YYYY to 03/31/YYYY+1.</p> <p>In order to ensure that the State AFCARS file matches this federally processed file, the State should take the following steps to duplicate the Federal DQU processing:</p> <ol style="list-style-type: none"> 1. Process the State AFCARS file through the State DQU. 2. Review the Detailed Data Quality Report (Version 2) produced by the DQU. 3. Delete (convert to missing) any data flagged as Out of Range since, as noted in the report, “This data will be deleted from the file prior to being loaded into the AFCARS database.” 4. Delete (convert to missing) any data flagged with an upper case letter since, as noted in the report, “An upper case letter indicates that the data will be deleted if submitted to federal AFCARS.” 5. Re-process the State AFCARS file through the State DQU to confirm that there are no Out of Range errors or data elements flagged with an upper case letter.
“B” file	<p>A State-submitted AFCARS file processed by the Federal DQU for the six month period 04/01/YYYY to 09/30/YYYY.</p> <p>In order to ensure that the State AFCARS file matches this federally processed file, the State should take the following steps to duplicate the Federal DQU processing:</p> <ol style="list-style-type: none"> 1. Process the State AFCARS file through the State DQU. 2. Review the Detailed Data Quality Report (Version 2) produced by the DQU.

Term	Definition
	<ol style="list-style-type: none"> 3. Delete (convert to missing) any data flagged as Out of Range since, as noted in the report, “This data will be deleted from the file prior to being loaded into the AFCARS database.” 4. Delete (convert to missing) any data flagged with an upper case letter since, as noted in the report, “An upper case letter indicates that the data will be deleted if submitted to federal AFCARS.” 5. Re-process the State AFCARS file through the State DQU to confirm that there are no Out of Range errors or data elements flagged with an upper case letter.
Child/children served (in a period)	<p>A child in foster care during a six month period, either:</p> <ul style="list-style-type: none"> • the “A” file (10/01/YYYY to 03/31/YYYY+1) or • the “B” file (04/01/YYYY to 09/30/YYYY). <p>A child is served during a six month period if one of the following conditions is met:</p> <ol style="list-style-type: none"> 1. FC #21:Date of Latest Removal from Home \geq The First Day of the Six-Month Period and FC #21:Date of Latest Removal from Home \leq The Last Day of the Six-Month Period; OR 2. FC #21:Date of latest Removal from Home < The First Day of the Six-Month Period and (FC #56:Date of Discharge from Foster Care is missing or FC #56:Date of Discharge from Foster Care \geq The First Day of the Six-Month Period.); OR 3. FC #21:Date of Latest Removal from Home is missing and FC #56:Date of Discharge from Foster Care \geq The First Day of the Six-Month Period and FC #56:Date of Discharge from Foster Care \leq The Last Day of the Six-Month Period.
12-month served file	<p>A file with records selected from two consecutive six-month AFCARS files (i.e., either an “A” file and the subsequent “B” file, or a “B” file and the subsequent “A” file) to produce an unduplicated file of children served during a specified 12-month period. Children missing FC #3:Local Agency FIPS Code or who are 18 or older at the beginning of the 12-month period are excluded.</p> <p>The 12-month served file of unduplicated children is constructed by the following process:</p> <ol style="list-style-type: none"> 1. Using the two consecutive six-month AFCARS files, find children served in both periods (as indicated by records matching both FC #4:Record Number and FC #3:Local Agency FIPS Code). 2. For each pair of records <i>matched</i> in step 1, discard the older record and save the most recent record to a new file (FileA). Add all records <i>unmatched</i> in step 1 (whether they are from the first or second AFCARS file) to FileA. FileA now contains all unmatched records and the most recent record of matched pairs. 3. From FileA created in step 2, find children served in both periods (as indicated by records matching both FC #4:Record Number and FC

Term	Definition
	<p>#6:Child's Date of Birth).</p> <p>4. For each pair of records <i>matched</i> in step 3, discard the older record and save the most recent record to a new file (FileB). Add all records <i>unmatched</i> in step 3 (whether they are from the first or second AFCARS file) to FileB. FileB now contains all unmatched records and the most recent record of matched pairs.</p> <p>5. Select FileB records meeting one of the following criteria:</p> <ul style="list-style-type: none"> • [FC #21:Date of Latest Removal from Home is missing and (FC #56:Date of Discharge from Foster Care \geq The First Day of the 12-Month Period and FC #56:Date of Discharge from Foster Care \leq The Last Day of the 12-Month Period)] OR • [FC #21:Date of latest Removal from Home \leq The Last Day of the 12-Month Period and (FC #56:Date of Discharge from Foster Care is missing or FC #56:Date of Discharge from Foster Care \geq The First Day of the 12-Month Period)]. <p>6. Of records identified in step 5, select records meeting all of the following criteria. These records are included in the 12-month served file.</p> <ul style="list-style-type: none"> • (The First Day of the 12-Month Period – FC #6:Child's Date of Birth)/365.25 < 18 AND • FC #6:Child's Date of Birth is not missing AND • FC #3:Local Agency FIPS Code is not missing.
12-month target period	<p>A State's performance is assessed for a 12-month period agreed upon by the State in preparation for the CFSR Review. This is known as the 12-month target period.</p> <p>Depending upon the time of its CFSR, a State's 12-month target period may run from either</p> <ol style="list-style-type: none"> 1. 10/01/YYYY to 09/30/YYYY+1 or 2. 04/01/YYYY to 03/31/YYYY+1.
12-month target period file	<p>The 12-month target period file is a 12-month served file (see above for the definition of a 12-month served file) that corresponds to the dates of that State's 12-month target period and from which children meeting the following criteria are excluded:</p> <ul style="list-style-type: none"> • FC #56:Date of Discharge from Foster Care – FC #21: Date of Latest Removal from Home ≤ 0.
Entry cohort	<p>A cohort (group) of children entering foster care for the very first time during a six-month period.</p> <p>Children included in this cohort meet the following criteria:</p> <ol style="list-style-type: none"> 1. FC #18:Date of First Removal from Home \geq The First Day of the Six-Month Period AND 2. FC #18:Date of First Removal from Home \leq The Last Day of the Six-Month Period AND.

Term	Definition
	3. (The First Day of the Six-Month Period – FC #6:Child’s Date of Birth)/365.25 < 18
Legally free cohort	<p>A cohort (group) of children who become legally free for adoption during a 12-month period.</p> <p>Children included in this cohort meet the following criteria:</p> <ol style="list-style-type: none"> 1. (The First Day of the 12-Month Period – FC #6:Child’s Date of Birth)/365.25 < 18 AND 2. FC #47:Date of Mother’s Termination of Parental Rights is not missing AND 3. FC #48:Date of Father’s Termination of Parental Rights is not missing AND 4. The later of the Termination of Parental Rights Dates must occur within the specified 12-month period: <ul style="list-style-type: none"> • i.e., If FC #47:Date of Mother’s Termination of Parental Rights > FC #48:Date of Father’s Termination of Parental Rights then FC #47:Date of Mother’s Termination of Parental Rights ≥ The First Day of the 12-Month Period AND FC #47:Date of Mother’s Termination of Parental Rights ≤ The Last Day of the 12-Month Period). • If FC #47:Date of Mother’s Termination of Parental Rights = FC #48:Date of Father’s Termination of Parental Rights then both dates must occur within the specified 12-Month Period.
Exit cohort	<p>A cohort (group) of children exiting foster care during a specified 12-month period.</p> <p>Children included in this cohort meet the following criteria:</p> <ol style="list-style-type: none"> 1. (The First Day of the 12-Month Period – FC #6:Child’s Date of Birth)/365.25 < 18 AND 2. [(FC #20:Discharge Date from Last Foster Care Episode ≥ The First Day of the 12-Month Period and FC #20:Discharge Date from Last Foster Care Episode ≤ The Last Day of the 12-Month Period) or (FC #56:Date of Discharge from Foster Care ≥ The First Day of the 12-Month Period and FC #56:Date of Discharge from Foster Care ≤ The Last Day of the 12-Month Period)].
Federal Information Processing Standard (FIPS) Code Calculation Group	<p>Prior to calculating any measure, records are grouped by county (as indicated by a matching FC #3:Local Agency FIPS Code). The measure is calculated separately for each group of matching FC #3:Local Agency FIPS Code so that multiple values are generated for each measure. For example, if a State has 10 counties, children will be grouped by matching FC #3:Local Agency FIPS Code and a separate value will be derived for each county – there will be 10 values generated for each measure rather than a single State value encompassing all children.</p> <p><i>Exception to the above guidance:</i> Any children from a FC #3:Local Agency FIPS Code that, according to the Fiscal Year 2004 AFCARS data, served fewer than 50 children are grouped with children with a different FC #3:Local Agency FIPS Code. These grouped children with different FIPS Codes are then assigned a new FIPS Code.</p>

Term	Definition
	<p>The list of reassigned FIPS Codes is available at the National Resource Center for Child Welfare Data and Technology website at: http://www.nrcwdt.org/cfsr/doc/fips_mapping_file.dat .</p> <p>All FC #3:Local Agency FIPS Code serving fewer than 50 children in Fiscal Year 2004 will appear in the above referenced document in the column titled “Fipscode” (columns 1-5) and have been assigned the FC #3:Local Agency FIPS Code in the column titled “FFips” (columns 6-10).</p> <p>Also included in the column “Fipscode” are those FC #3:Local Agency FIPS Code serving 50 or more children. However, their value remains unchanged in the “FFips” column.</p>
Length of Stay (LOS)	<p>A child’s length of stay (LOS) in foster care is determined by finding the difference between the child’s date of entry into foster care and the child’s date of discharge from foster care.</p> <p>The LOS of a child’s <i>most recent</i> episode is calculated as follows:</p> <ul style="list-style-type: none"> • $FC\ #56:Date\ of\ Discharge\ from\ Foster\ Care - FC\ #21:Date\ of\ Latest\ Removal\ from\ Home = most\ recent\ episode\ LOS\ in\ days.$ • $(FC\ #56:Date\ of\ Discharge\ from\ Foster\ Care - FC\ #21:Date\ of\ Latest\ Removal\ from\ Home)/30.4375 = most\ recent\ episode\ LOS\ in\ months.$ • If FC #56:Date of Discharge from Foster Care is missing, the child is assumed to be in foster care as of the last day of the time period under consideration and the <i>most recent</i> LOS is: The Last Day of the Six-Month Period – FC #21:Date of Latest Removal from Home = most recent episode LOS <i>in days</i>. • If FC #56:Date of Discharge from Foster Care is missing, the child is assumed to be in foster care as of the last day of the time period under consideration and the <i>most recent</i> LOS is: (The Last Day of the Six-Month Period – FC #21:Date of Latest Removal from Home)/30.4375 = most recent episode LOS <i>in months</i>. <p>The calculation of the LOS of a child’s <i>first</i> episode varies depending on the value of FC #19:Total Number of Removals from Home to Date. The calculations are:</p> <ul style="list-style-type: none"> • If FC #19:Total Number of Removals from Home to Date=1, then $FC\ #56:Date\ of\ Discharge\ from\ Foster\ Care - FC\ #21:Date\ of\ Latest\ Removal\ from\ Home = first\ episode\ LOS\ in\ days.$ • If FC #19:Total Number of Removals from Home to Date=1, then $(FC\ #56:Date\ of\ Discharge\ from\ Foster\ Care - FC\ #21:Date\ of\ Latest\ Removal\ from\ Home)/30.4375 = first\ episode\ LOS\ in\ months.$ • If FC #19:Total Number of Removals from Home to Date=2, then $FC\ #20:Date\ Child\ was\ Discharged\ from\ Last\ Foster\ Care\ Episode - FC\ #18:Date\ of\ First\ Removal\ from\ Home = first\ episode\ LOS\ in\ days.$

Term	Definition
	<ul style="list-style-type: none"> • If FC #19:Total Number of Removals from Home to Date=2, then (FC #20:Date Child was Discharged from Last Foster Care Episode – FC #18:Date of First Removal from Home)/30.4375 = first episode LOS in days. • If FC #19:Total Number of Removals from Home to Date ≥ 3, then first episode LOS cannot be calculated.
Trial Home Visit Adjustment (THVA)	<p>The THVA to the LOS accounts for State policies or practices in which children are reunified but the State continues to have care and supervision responsibilities for a period of time before discharging the child from foster care. The THVA only applies to measures 1.1, 1.2, and 1.3. The THVA is not necessarily applied to all children in these three measures. A child is eligible for the trial home visit adjustment only if:</p> <ol style="list-style-type: none"> 1. FC #56:Discharge Date from Foster Care ≥ The First day of the 12-Month Target Period AND 2. FC #56:Discharge Date from Foster Care ≤ The Last Day of the 12-Month Target Period AND 3. FC #58:Reason for Discharge = 1:Reunification with Parents or Primary Caretakers OR 2:Living with Other Relatives AND 4. FC #41:Current Placement Setting =8:Trail Home Visit AND 5. FC #56:Discharge Date from Foster Care – FC #23:Date of Placement in Current Foster Care Setting >30 days. <p>If a child meets the above five criteria the child’s LOS is calculated as follows:</p> <ul style="list-style-type: none"> • [(FC #23:Date of Placement in Current Foster Care Setting – FC #21:Date of Latest Removal From Home) + 30 Days]/30.4375 = the monthly LOS in foster care prior to reunification.

2.4.3. AFCARS Source Files Used for Measures Data

Four consecutive AFCARS files provide all the data for all fifteen measures for a specific 12-month target period, although not all four files are needed for each measure.

If, for example, the 12-month target period is 10/01/2006 to 09/30/2007 the four consecutive AFCARS files that may be used are:

- “A” file 10/01/2005 to 03/31/2006,
- “B” file 04/01/2006 to 09/30/2006,
- “A” file 10/01/2006 to 03/31/2007, and
- “B” file 04/01/2007 to 09/30/2007.

If, for example, the 12-month target period is 04/01/2006 to 03/31/2007 the four consecutive AFCARS files that may be used are:

- “B” file 04/01/2005 to 09/30/2005,
- “A” file 10/01/2005 to 03/31/2006,

- “B” file 04/01/2006 to 09/30/2006, and
- “A” file 10/01/2006 to 03/31/2007.

Note: Before applying the guidance in this document to derive the CFSR permanency composite measures, the State should ensure that it is using the same AFCARS files that ACF is using to derive the measures. We note that States frequently submit multiple files for a single AFCARS six-month period to ACF in order to correct data errors discovered in an earlier submission. Therefore States are encouraged to contact ACF and confirm the specific AFCARS files that are used to derive the measures so that the State uses the same source data and is able to duplicate ACF results.

3. Measure Descriptions and Derivations

This section provides overviews of all fifteen measures and guidance for generating the measures.

Each overview includes a description of the measure followed by a list of the criteria used to select AFCARS records for evaluation. The Corrected Federal Register Announcement (available at http://www.acf.hhs.gov/programs/cb/cwmonitoring/legislation/fed_reg.htm) is the source of this information, unless otherwise noted.

Each overview is followed by detailed instructions for generating the measures using AFCARS data. States are strongly encouraged to follow these instructions when deriving the permanency composites from their AFCARS data to ensure that the results match ACF-generated scores.

3.1. Measure C1.1

3.1.1. Measure C1.1 Description

Of all children discharged from foster care to reunification in the target 12-month period, and who had been in foster care for 8 days or longer, what percent were reunified in less than 12 months from the time of the latest removal from home?¹

The denominator for this measure includes children who meet all of the following criteria:

- The child is in foster care for 8 days or longer;
- The child's date of discharge from foster care occurs during the 12-month target period; and
- The child has a reason for discharge, and the reason is either "reunification with parents or primary caretakers" or "living with other relatives."

¹ 12 FR 2882, January 23, 2007

The numerator for this measure includes children who meet all of the criteria for inclusion in the denominator and also meet one of the following criteria:

- The child's date of discharge from foster care occurs less than 12 months from the date of the latest removal from home; or
- Using the Trial Home Visit adjustment, the child's "length of stay" in foster care is less than 12 months from the date of the child's latest removal from home.

3.1.2. Guidance for Deriving Measure C1.1 from AFCARS

This section lists the steps to follow to calculate the denominator and numerator for this measure. The percent “reunified in less than 12 months from the time of the latest removal from home” is found by dividing the numerator by the denominator for each FC #3:Local Agency FIPS Code group. See section 2.4.2 for information on the FIPS Code Group Calculation.

3.1.2.1. Measure C1.1 Source Files

A 12-month target period file is the data source for this measure. Construct this file using the method described in Section 2.4.

3.1.2.2. Selecting Measure C1.1 Denominator Records

- 1) Identify all children from the 12-month target period file where:
 - FC #56:Date of Discharge from Foster Care – FC #21:Date of Latest Removal from Home ≥ 8 AND
 - FC #56:Date of Discharge from Foster Care \leq The Target Period End Date AND
 - FC #56:Date of Discharge from Foster Care \geq The Target Period Start Date AND
 - FC: #58:Reason for Discharge=1:Reunification with Parents or Primary Caretaker(s) OR 2:Living with Other Relatives.
- 2) All records identified in step 1) are in the denominator.

3.1.2.3. Selecting Measure C1.1 Numerator Records

- 1) From those records identified as members of the denominator select all records where $(FC \#56:Date \text{ of Discharge from Foster Care} - FC \#21:Date \text{ of latest Removal from Home})/30.4375 < 12$.
- 2) From those records identified as members of the denominator, determine which records meet the THVA criteria. Of those records, select all records where the THVA < 12 months. See Section 2.4 for THVA criteria and calculations.
- 3) All records identified in step 1) or in step 2) are in the numerator.

3.2. Measure C1.2

3.2.1. Measure C1.2 Description

Of all children who were discharged from foster care to reunification in the 12-month target period, and who had been in foster care for 8 days or longer, what was the median length of stay in months from the date of the latest removal from home until the date of discharge to reunification?

This measure includes children who meet all of the following criteria:

- The child is in foster care for 8 days or longer;
- The child's date of discharge from foster care occurs during the 12-month target period; and
- The child has a reason for discharge, and the reason is either "reunification with parents or primary caretakers" or "living with other relatives."

Median length of stay is calculated based on one of the following procedures:

- The difference between the child's date of discharge from foster care and the child's date of latest removal from home; or
- The child's "length of the stay" in foster care using the Trial Home Visit adjustment.

3.2.2. Guidance for Deriving Measure C1.2 from AFCARS

This section lists the steps to follow to calculate the lengths of stay that will be used to derive the median length of stay. Calculate the median length of stay for each FC #3:Local Agency FIPS Code group. See section 2.4.2 for information on the FIPS Code Group Calculation.

3.2.2.1. Measure C1.2 Source Files

A 12-month target period file is the data source for this measure. Construct this file using the method described in Section 2.4.

3.2.2.2. Selecting Measure C1.2 Records

1) Identify all children from the 12-month target period file where:

- FC #56:Date of Discharge from Foster Care – FC #21:Date of Latest Removal from Home ≥ 8 AND
- FC #56:Date of Discharge from Foster Care \leq The Target Period End Date AND
- FC #56:Date of Discharge from Foster Care \geq The Target Period Start Date AND
- FC: #58:Reason for Discharge=1:Reunification with Parents or Primary Caretaker(s) OR 2:Living with Other Relatives.

2) All records identified in step 1) will have an LOS calculated for inclusion in the derivation of the median LOS.

3.2.2.3. *Calculating length of stay (LOS) for Measure C1.2 Median*

- 1) From those records selected in Section 3.2.2.2 calculate the LOS in months as: $(FC\ #56:Date\ of\ Discharge\ from\ Foster\ Care - FC\ #21:Date\ of\ latest\ Removal\ from\ Home) / 30.4375$.
- 2) From those records selected in Section 3.2.2.2 identify those qualifying for a THVA and calculate the THVA. See Section 2.4 for THVA criteria and calculations.
- 3) Use the LOSs calculated in steps 1) and 2) to derive the median. Only use one LOS per record – for those records with an LOS calculated in both steps 1) and 2), use the LOS calculated from the THVA adjustment in step 2) and discard the LOS calculated in step 1).

3.3. **Measure C1.3**

3.3.1. Measure C1.3 Description

Of all children who entered foster care for the first time in the 6-month period just prior to the target 12-month period, and who remained in foster care for 8 days or longer, what percent were discharged from foster care to reunification in less than 12 months from the date of latest removal from home?

The denominator for this measure includes children who meet all of the following criteria:

- The child's date of first removal from home occurs during the 6-month period just prior to the 12-month target period, and
- The child is in foster care for 8 days or longer.

The numerator for this measure includes children who meet all of the criteria for inclusion in the denominator and who also meet at least one of the following criteria:

- The child has a date of discharge from foster care that is less than 12 months from the date of first removal from home, and the reason for discharge is either "reunification with parents or primary caretakers" or "living with other relatives;" or
- Using the Trial Home Visit adjustment, the child's length of stay in foster care is less than 12 months from the date of the child's first removal from home and the reason for discharge is either "reunification with parents or primary caretakers" or "living with other relatives."

3.3.2. Guidance for Deriving Measure C1.3 from AFCARS

This section lists the steps to follow to calculate the denominator and numerator for this measure. The percent “discharged from foster care to reunification in less than 12

months from the date of latest removal from home” is found by dividing the numerator by the denominator for each FC #3:Local Agency FIPS Code group.

Because this measure’s calculations links child records from up to three six-month AFCARS files (see Section 3.3.2.2 below for more details), a child may have different values for FC #3:Local Agency FIPS Code in different linked records. Therefore always select the first available (i.e., first chronologically) FC #3:Local Agency FIPS Code value (excluding missing FC #3:Local Agency FIPS Code) when grouping records by FIPS Code. See section 2.4.2 for information on the FIPS Code Group Calculation.

3.3.2.1. Measure C1.3 Source Files

Three six-month AFCARS files serve as source files and are referred to as File 1, File 2, and File 3 in the following steps. File 1 is the six-month AFCARS file (either an “A” or “B” file) immediately prior to the start of the 12-month target period. Files 2 and 3 are the six-month AFCARS files which encompass the start and end dates of the 12-month target period file. File 2 covers the first six months and File 3 the last six months.

Note: For purposes of illustration, assume the 12-month target period is 10/01/2006 – 09/30/2007. Therefore:

- File 1 covers 04/01/2006 – 09/30/2006 (the six months before the target period) and
- File 2 covers 10/01/2006 – 03/31/2007 (the first six months of the target period) and
- File 3 covers 04/01/2007 – 09/30/2007 (the last six months of the target period).

Records in the three files may be linked or joined by FC #4:Record Number. In other words, the same FC #4:Record Number appearing in different files represents data from different time periods on the same child.

3.3.2.2. Selecting Measure C1.3 Candidate Records²

- 1) Extract from each source file children entering care for the very first time from 04/01/2006 – 09/30/2006 (the six months before the 12-month target period).
 - A. Identify all children from File 1 where FC #18:Date of First Removal From Home \geq 04/01/2006 and FC #18:Date of First Removal From Home \leq 09/30/2006 and (04/01/2006 – FC #6:Child’s Date of Birth)/365.25 < 18. Extract these records and place in File 1E(extract).
 - B. Identify all children from File 2 where FC #18:Date of First Removal From Home \geq 04/01/2006 and FC #18:Date of First Removal From Home \leq 09/30/2006 and (04/01/2006 – FC #6:Child’s Date of Birth)/365.25 < 18. Extract these records and place in File 2E(extract).
 - C. Identify all children from File 3 where FC #18:Date of First Removal From Home \geq 04/01/2006 and FC #18:Date of First Removal From Home \leq 09/30/2006 and (04/01/2006 – FC #6:Child’s Date of Birth)/365.25 < 18. Extract these records and place in File 3E(extract).

When step 1) is completed, there will be three E(xtract) files only containing records of children with a FC #18:Date of First Removal From Home \geq 04/01/2006 and FC #18:Date of First

² See Appendix A for the rationale of these rules and a description of how ACF implemented the rules in the Statistical Package for the Social Sciences (SPSS) tool.

Removal From Home \leq 09/30/2006 and (04/01/2006 – FC #6:Child’s Date of Birth)/365.25 < 18.

Please note that some children may appear in more than one E(xtract) file. If, for example, a child had a FC #18:Date of First Removal From Home = 05/01/2006 and remained in foster care through 08/01/2007, that child would have a record in File 1E(xtract), File 2E(xtract), and File 3E(xtract).

- 2) If possible, match each record from each extracted file to records with a matching FC #4:Record Number in the other files.
 - A. Match by FC #4:Record Number *all* records from File 1E(xtract) to records in File 2E(xtract) and File 3E(xtract). When finished with this step:
 - a child may have only a File 1E(xtract) record;
 - a child may have File 1E(xtract) and File 2E(xtract) records;
 - a child may have File 1E(xtract) and File 3E(xtract) records; or
 - a child may have File 1E(xtract), File 2E(xtract) and File 3E(xtract) records.
 - B. Match by FC#4:Record Number *all remaining* records (i.e., those not matched after A) from File 2E(xtract) to records in File 3E(xtract). When finished with this step it is possible that:
 - a child may have only a File 2E(xtract) record; or
 - a child may have File 2E(xtract) and File 3E(xtract) records.
 - C. Select *all remaining* records (i.e., those not matched after A and B) from File 3E(xtract).

When step 2) is completed, each extracted child record will be matched (or linked) to all available child records from the other files. Therefore, each child will have either:

- only a File 1E(xtract) record;
- only a File 2E(xtract) record;
- only a File 3E(xtract) record;
- File 1E(xtract) and File 2E(xtract) records matched by FC #4:Record Number;
- File 1E(xtract) and File 3E(xtract) records matched by FC #4:Record Number;
- File 2E(xtract) and File 3E(xtract) records matched by FC #4:Record Number; or
- File 1E(xtract), File 2E(xtract), and File 3E(xtract) records matched by FC #4:Record Number.

- 3) Discard any singular record missing FC #3:Local Agency FIPS Code or any matched records where all matched records are missing FC #3:Local Agency FIPS Code. Therefore, if a child has:

- only a File 1E(xtract) record AND FC #3:Local Agency FIPS Code is missing, discard the record;
- only a File 2E(xtract) record AND FC #3:Local Agency FIPS Code is missing, discard the record;
- only a File 3E(xtract) record AND FC #3:Local Agency FIPS Code is missing, discard the record;

- File 1E(xtract) and File 2E(xtract) records matched by FC #4:Record Number AND both records are missing FC #3:Local Agency FIPS Code, discard the records;
- File 1E(xtract) and File 3E(xtract) records matched by FC #4:Record Number AND both records are missing FC #3:Local Agency FIPS Code, discard the records;
- File 2E(xtract) and File 3E(xtract) records matched by FC #4:Record Number AND both records are missing FC #3:Local Agency FIPS Code, discard the records;
- File 1E(xtract), File 2E(xtract), and File 3E(xtract) records matched by FC #4:Record Number AND all records are missing FC #3:Local Agency FIPS Code, discard all records.

All these combinations of singular and matched records yield a complete and unduplicated (by FC #4:Record Number) set of children entering foster care for the very first time during the period 04/01/2006 – 09/30/2006 and therefore meet the first condition (as found in Section 3.3.1) for inclusion in the denominator. All these combinations of singular and matched records are further evaluated to determine if they meet the second criteria for inclusion in the denominator and the criteria for inclusion in the numerator. This evaluative process is described in the following section.

3.3.2.3. Determining if Singular or Matched Records are Part of the Denominator or Numerator for Measure C1.3

Use the following table of rules to determine if singular or matched records should be added to the denominator or numerator for measure C1.3.

For each singular or matched record(s), locate the correct data distribution for FC #19:Total Number of Removals from Home to Date from columns 1a), 1b), and 1c). The numbers in columns 1a), 1b), and 1c) indicate the response for FC #19:Total Number of Removals from Home to Date. All possible combinations are listed. “Missing” means the data element is either blank (or 0) because FC #19:Total Number of Removals from Home to Date is missing or there is no matched record available. For example, the rules in the first row will apply:

- to a File 1E(xtract) record with FC #19:Total Number of Removals from Home to Date=1 *matched* to a File 2E(xtract) record *and* a File 3E(xtract) record both missing FC #19:Total Number of Removals from Home to Date.
- to a File 1E(xtract) record with FC #19:Total Number of Removals from Home to Date=1 *with no matching* File 2E(xtract) *or* File 3E(xtract) records.

After identifying the correct row, apply the rules in columns 2) and 3). The column 2) and 3) rules identify *in italics* which File(s) are the data source to use when applying the rules. In most cases, all rules in a single cell use data from the same file. However, in some cases (e.g. row nine, column 3a) more than one file is listed and must be used. Determine if the length of stay (LOS) rules in column 2) apply to the child. If one of the listed rules applies, the child is added to the denominator. Only if the child is added to the denominator, are the rules in column 3) evaluated to determine if the child should also be added to the numerator. In most cases, depending on which column 2) LOS rule applies, either the rule in column 3a) or 3b) *but not both* will be evaluated. Column 3a has more complex rules, including application of the Trial Home Visit Adjustment (THVA) defined in the table in Section 2.4.

Please note that for some record combinations, children are always included or excluded from the denominator or numerator.

1) If the distribution of FC #19: Total Number of Removals From Home to Date across the three files is:			2) Add child to denominator if:	3) If child is in the denominator and	
1a) File 1 E(xtract)	1b) File 2 E(xtract)	1c) File 3 E(xtract)		3a) <i>LOS</i> ≥ 8 , add child to the numerator if:	3b) <i>LOS</i> cannot be calculated then:
1	Missing	Missing	<i>File 1:</i> FC #56 – FC #21 ≥ 8 OR LOS cannot be calculated because FC #56 and/or FC #21 are missing	<i>File 1:</i> FC #58 = 1: Reunification, 2: Live With Relatives AND [(FC # 56 – FC #21)/30.4375 < 12 OR THVA < 12]	Exclude child from the numerator.
Missing	1	Missing	<i>File 2:</i> FC #56 – FC #21 ≥ 8 OR LOS cannot be calculated because FC #56 and/or FC #21 are missing	<i>File 2:</i> FC #58 = 1: Reunification, 2: Live With Relatives AND [(FC # 56 – FC #21)/30.4375 < 12 OR THVA < 12]	Include child in the numerator.
1	1	Missing			
Missing	1	≥ 3	<i>File 2:</i> FC #56 – FC #21 ≥ 8 OR LOS cannot be calculated because FC #56 and/or FC #21 are missing	<i>File 2:</i> FC #58 = 1: Reunification, 2: Live With Relatives AND [(FC # 56 – FC #21)/30.4375 < 12 OR THVA < 12]	Include child in the numerator.
1	1	≥ 3			
Missing	Missing	≥ 3	Children with this combination of FC #19 are always included in the denominator and the numerator.		
1	Missing	≥ 3	<i>File 1:</i> FC #56 – FC #21 ≥ 8 OR LOS cannot be calculated because FC #56 and/or FC #21 are missing	<i>File 1:</i> FC #58 = 1: Reunification, 2: Live With Relatives AND [(FC # 56 – FC #21)/30.4375 < 12 OR THVA < 12]	Include child in the numerator.
Missing	Missing	2	<i>File 3:</i> FC #20 – FC #18 ≥ 8 OR	<i>File 3:</i> FC # 20 – FC #18)/30.4375 < 12	Exclude child from the numerator.

1) If the distribution of FC #19: Total Number of Removals From Home to Date across the three files is:			2) Add child to denominator if:	3) If child is in the denominator and	
1a) File 1 E(xtract)	1b) File 2 E(xtract)	1c) File 3 E(xtract)		3a) $LOS \geq 8$, add child to the numerator if:	3b) LOS cannot be calculated then:
Missing	1	2	LOS cannot be calculated because FC #20 is missing	<i>File 2</i> : [FC #56 is present AND FC #58 = 1:Reunification, 2:Live With Relatives AND (FC #56 – FC #21)/30.4375<12] OR [<i>File 3</i> : (FC # 20 – FC #18)/30.4375 <12] OR [<i>File 2</i> : THVA<12]	
1	Missing	2		<i>File 1</i> : [FC #56 is present AND FC #58 = 1:Reunification, 2:Live With Relatives] OR [<i>File 3</i> : FC # 20 – FC #18)/30.4375 <12] OR <i>File 1</i> : THVA<12]	
1	1	2		<i>File 2</i> : [FC #56 is present AND FC #58 = 1:Reunification, 2:Live With Relatives] AND [<i>File 3</i> : (FC # 20 – FC #18)/30.4375 <12] OR <i>File 1</i> : THVA<12]	
Missing	Missing	1		<i>File 3</i> : FC #56 – FC #21 ≥ 8 OR LOS cannot be calculated because FC #56 and/or FC #21 are missing	
Missing	1	1			
1	Missing	1			
1	1	1			
≥ 3	Missing	Missing	Children with these combinations of FC #19 are always included in the denominator and the numerator.		

1) If the distribution of FC #19: Total Number of Removals From Home to Date across the three files is:			2) Add child to denominator if:	3) If child is in the denominator and	
1a) File 1 E(xtract)	1b) File 2 E(xtract)	1c) File 3 E(xtract)		3a) <i>LOS</i> ≥ 8 , add child to the numerator if:	3b) <i>LOS</i> <i>cannot be calculated</i> then:
≥ 3	Missing	1			
≥ 3	Missing	2			
≥ 3	Missing	≥ 3			
≥ 3	1	Missing			
≥ 3	1	1			
≥ 3	1	2			
≥ 3	1	≥ 3			
≥ 3	2	Missing			
≥ 3	2	1			
≥ 3	2	2			
≥ 3	2	≥ 3			
≥ 3	≥ 3	Missing			
≥ 3	≥ 3	1			
≥ 3	≥ 3	2			
≥ 3	≥ 3	≥ 3			
2	Missing	Missing	<i>File 1</i> : FC #20 – FC #18 ≥ 8	<i>File 1</i> : FC # 20 – FC #18)/30.4375	Exclude child from the numerator.
2	Missing	1	OR	<12	
2	Missing	2	LOS cannot be calculated		
2	Missing	≥ 3	because FC #20 is missing		
2	1	Missing			
2	1	1			
2	1	2			
2	1	≥ 3			
2	2	Missing			
2	2	1			
2	2	2			
2	2	≥ 3			
2	≥ 3	Missing			
2	≥ 3	1			
2	≥ 3	2			
2	≥ 3	≥ 3			

1) If the distribution of FC #19: Total Number of Removals From Home to Date across the three files is:			2) Add child to denominator if:	3) If child is in the denominator and	
1a) File 1 E(xtract)	1b) File 2 E(xtract)	1c) File 3 E(xtract)		3a) $LOS \geq 8$, add child to the numerator if:	3b) <i>LOS cannot be calculated</i> then:
Missing	2	Missing	<p><i>File 2: FC #20 – FC #18 ≥ 8</i> OR LOS cannot be calculated because FC #20 is missing</p>	<p><i>File 2: FC # 20 – FC #18)/30.4375 <12</i></p> <p><i>File 1:[FC #56 is present AND FC #58 = 1:Reunification, 2:Live With Relatives]</i> AND [(FC # 20 – FC #18)/30.4375 <12 OR <i>File 1: THVA<12]</i></p>	
Missing	2	1			
Missing	2	2			
Missing	2	≥ 3			
1	2	Missing			
1	2	1			
1	2	2			
1	2	≥ 3			
Missing	≥ 3	Missing	Children with these combinations of FC #19 are always included in the denominator and the numerator.		
Missing	≥ 3	1			
Missing	≥ 3	2			
Missing	≥ 3	≥ 3			
1	≥ 3	Missing	<p><i>File 1: FC #56 – FC #21 ≥ 8</i> OR LOS cannot be calculated because FC #56 and/or FC #21 are missing</p>	<p><i>File 1:[FC #56 is present AND FC #58 = 1:Reunification, 2:Live With Relatives]</i> AND [(FC # 56 – FC #21)/30.4375 <12 OR THVA<12]</p>	Include child in the numerator.
1	≥ 3	1			
1	≥ 3	2			
1	≥ 3	≥ 3			
Missing	Missing	Missing	Children with this combination of FC #19 are always included in the denominator and the numerator.		

3.4. Measure C1.4

3.4.1. Measure C1.4 Description

Of all children who were discharged from foster care to reunification in the 12-month period prior to the target 12-month period, what percent re-entered foster care in less than 12 months from the date of discharge?

The denominator for this measure includes children who meet all of the following criteria:

- The child's date of discharge from foster care occurs during the 12-month period just prior to the 12-month target year; and
- At the time of the date of discharge, the reason for discharge is either "reunification with parents or primary caretakers" or "living with other relatives."

The numerator for this measure includes children who meet all of the criteria for inclusion in the denominator and also meet the following criterion:

- The child's date of latest removal from home is less than 12 months from the date of discharge from foster care that occurred during the 12-month period just prior to the 12-month target year.

3.4.2. Guidance for Deriving Measure C1.4 from AFCARS

This section lists the steps to follow to calculate the denominator and numerator for this measure. The percent that “re-entered foster care in less than 12 months from the date of discharge” is found by dividing the numerator by the denominator for each FC #3:Local Agency FIPS Code group.

Because this measure’s calculations matches child records selected for the denominator to records from a different six-month AFCARS file for the numerator (see Section 3.4.2.3 below for more details), a child may have different values for FC #3:Local Agency FIPS Code in the denominator and numerator records. Therefore always select the denominator FC #3:Local Agency FIPS Code value when grouping records by FIPS Code. See section 2.4.2 for information on the FIPS Code Group Calculation.

3.4.2.1. Measure C1.4 Source Files

Four six-month AFCARS files serve as source files and are referred to as File 1, File 2, File 3, and File 4 in the following steps. File 1 is the six-month AFCARS file (either an “A” or “B” file) beginning a year prior to the target 12-month period. File 2 is the six-month AFCARS file (either an “A” or “B” file) subsequent to File 1 and immediately prior to the start of the 12-month target period. Files 3 and 4 are the six-month AFCARS files which encompass the start and end dates of the 12-month target period file. File 3 covers the first six months and File 4 the last six months.

Note: For purposes of illustration, assume the 12-month target period is 10/01/2006 – 09/30/2007. Therefore:

- File 1 covers 10/01/2005 – 03/31/2006 (beginning one year before the target period)
- File 2 covers 04/01/2006 – 09/30/2006 (the six months before the target period)
- File 3 covers 10/01/2006 – 03/31/2007 (the first six months of the target period)
- File 4 covers 04/01/2007 – 09/30/2007 (the last six months of the target period)

Records in the files may be linked or joined by FC #4:Record Number. In other words, the same FC #4:Record Number appearing in different files is expected to represent data from different time periods on the same child.

3.4.2.2. *Selecting Measure C1.4 Denominator Records*

- 1) Using File 1 and File 2, create a 12-month served file as described in the table in Section 2.4. The “specified 12-month period” referred to in Section 2.4 is the 12 months prior to the target period. For this example this is 10/01/2005 – 09/30/2006.
- 2) Identify all records from the 12-month served file where FC #20:Date Child was Discharged from Last Foster Care Episode \geq 10/01/2005 and FC #20:Date Child was Discharged from Last Foster Care Episode \leq 09/30/2006. Extract these records and place in File 1E(xtract).
- 3) Identify *all remaining* records from the 12-month served file where FC #56:Date of Discharge from Foster Care \geq 10/01/2005 and FC #56:Date of Discharge from Foster Care \leq 09/30/2006 and FC #58:Reason for Discharge=1:Reunification With Parents or Primary Caretaker(s) OR 2:Living With Other Relatives. Extract these records and place in File 2E(xtract).

All records in File 1E(xtract) and File 2E(xtract) meet the criteria for the denominator as defined in section 3.4.1. This complete and unduplicated count is the denominator for measure C1.4.

3.4.2.3. *Selecting Measure C1.4 Numerator Records*

- 1) All File 1E(xtract) records are **added** to the **numerator**.
 - 2) Identify all File 2E(xtract) records that match (by FC #4:Record Number) records in File 3. **Add** children with matched records to the **numerator** if:
 - *File 3:FC #21:Date of Latest Removal from Home* \neq *File 2E(xtract):FC #21:Date of Latest Removal from Home* AND
 - *File 3:FC #19:Total Number of Removals from Home to Date* – *File 2E(xtract):FC #19:Total Number of Removals from Home to Date*=1 AND
 - (*File 3:FC #21:Date of Latest Removal from Home* – *File 2E(xtract):FC #20:Date Child was Discharged from Last Foster Care Episode*)/30.4375<12
- OR
- *File 3:FC #21:Date of Latest Removal from Home* \neq *File 2E(xtract):FC #21:Date of Latest Removal from Home* AND
 - *File 3:FC #19:Total Number of Removals from Home to Date* – *File 2E(xtract):FC #19:Total Number of Removals from Home to Date*>1 AND

- $(File\ 3:FC\ \#20:Date\ Child\ was\ Discharged\ from\ Last\ Foster\ Care\ Episode - File\ 2E(xtract):FC\ \#56:Date\ of\ Discharge\ from\ Foster\ Care)/30.4375 < 12$

3) Identify all File 2E(xtract) records that *match* (by FC #4:Record Number) records in File 3 AND $File\ 3:FC\ \#21:Date\ of\ Latest\ Removal\ from\ Home = File\ 2E(xtract):FC\ \#21:Date\ of\ Latest\ Removal\ from\ Home$.

4) Identify all File 2E(xtract) records that *did not match* records in File 3.

5) Place all File 2E(xtract) records identified in 3) or 4) in a SecondaryExtractFile.

6) Identify all SecondaryExtractFile records that match (by FC #4:Record Number) records in File 4. **Add** children with matched records to the **numerator** if:

- $File\ 4:FC\ \#21:Date\ of\ Latest\ Removal\ from\ Home \neq SecondaryExtractFile:FC\ \#21:Date\ of\ Latest\ Removal\ from\ Home$ AND
- $File\ 4:FC\ \#19:Total\ Number\ of\ Removals\ from\ Home\ to\ Date - SecondaryExtractFile:FC\ \#19:Total\ Number\ of\ Removals\ from\ Home\ to\ Date = 1$ AND
- $(File\ 4:FC\ \#21:Date\ of\ Latest\ Removal\ from\ Home - SecondaryExtractFile:FC\ \#20:Date\ Child\ was\ Discharged\ from\ Last\ Foster\ Care\ Episode)/30.4375 < 12$

OR

- $File\ 4:FC\ \#21:Date\ of\ Latest\ Removal\ from\ Home \neq SecondaryExtractFile:FC\ \#21:Date\ of\ Latest\ Removal\ from\ Home$ AND
- $File\ 4:FC\ \#19:Total\ Number\ of\ Removals\ from\ Home\ to\ Date - SecondaryExtractFile:FC\ \#19:Total\ Number\ of\ Removals\ from\ Home\ to\ Date > 1$ AND
- $(File\ 4:FC\ \#20:Date\ Child\ was\ Discharged\ from\ Last\ Foster\ Care\ Episode - SecondaryExtractFile:FC\ \#56:Date\ of\ Discharge\ from\ Foster\ Care)/30.4375 < 12$

3.5. Measure C2.1

3.5.1. Measure C2.1 Description

Of all children who were discharged from foster care to a finalized adoption during the 12-month target period, what percent were discharged in less than 24 months from the date of the latest removal from home?

The denominator for this measure includes children who meet all of the following criteria:

- The child has a date of discharge from foster care during the 12-month target period, and
- The reason for discharge is adoption.

The numerator for this measure includes children who meet all of the criteria for inclusion in the denominator, and also meet the following criterion:

- The child's date of discharge is less than 24 months from the date of latest removal from home.

3.5.2. Guidance for Deriving Measure C2.1 from AFCARS

This section lists the steps to follow to calculate the denominator and numerator for this measure. The percent “discharged in less than 24 months from the date of the latest removal from home” is found by dividing the numerator by the denominator for each FC #3:Local Agency FIPS Code group. See section 2.4.2 for information on the FIPS Code Group Calculation.

3.5.2.1. Measure C2.1 Source Files

A 12-month target period file is the data source for this measure. Construct this file using the method described in Section 2.4.

3.5.2.2. Selecting Measure C2.1 Denominator Records

- 1) Select all records from the 12-month target period file where:
 - FC #56:Date of Discharge from Foster Care \geq the Target Period Start Date AND
 - FC #56:Date of Discharge from Foster Care \leq the Target Period End Date AND
 - FC #58:Reason for Discharge from Foster Care = 3:Adoption.
- 2) All records identified in step 1) are the denominator.

3.5.2.3. Selecting Measure C2.1 Numerator Records

- 1) From those records identified as members of the denominator, select those records where $(FC \#56:Date \text{ of Discharge from Foster Care} - FC \#21:Date \text{ of Latest Removal From Home}) / 30.4375 < 24$.
- 2) All records identified in step 1) are the numerator.

3.6. Measure C2.2

3.6.1. Measure C2.2 Description

Of all children who were discharged from foster care to a finalized adoption during the 12-month target period, what was the median length of stay in foster care in months from the date of latest removal from home to the date of discharge to adoption?

This measure includes children who meet all of the following criteria:

- The child's date of discharge from foster care occurs during the 12-month target period; and
- The reason for discharge is adoption.

The calculation for the median length of stay is the difference between the date of discharge from foster care to adoption and the date of the latest removal from home.

3.6.2. Guidance for Deriving Measure C2.2 from AFCARS

This section lists the steps to follow to calculate the lengths of stay that will be used to derive the median length of stay. Calculate the median length of stay for each FC #3:Local Agency FIPS Code group. See section 2.4.2 for information on the FIPS Code Group Calculation.

3.6.2.1. Measure C2.2 Source Files

A 12-month target period file is the data source for this measure. Construct this file using the method described in Section 2.4.

3.6.2.2. Selecting Measure C2.2 Records

- 1) Select all records from the 12-month target period file where:
 - FC #56:Date of Discharge from Foster Care \geq the Target Period Start Date AND
 - FC #56:Date of Discharge from Foster Care \leq the Target Period End Date AND
 - FC #58:Reason for Discharge from Foster Care = 3:Adoption.
- 2) All records identified in step 1) will have an LOS calculated for inclusion in the derivation of the median LOS.

3.6.2.3. Calculating length of stay (LOS) for Measure C2.2 Median

- 1) From those records selected in Section 3.6.2.2 calculate the LOS in months as: $(FC \#56:Date\ of\ Discharge\ from\ Foster\ Care - FC \#21:Date\ of\ Latest\ Removal\ from\ Home) / 30.4375$.
- 2) Use the LOSs calculated in step 1) to derive the median.

3.7. Measure C2.3

3.7.1. Measure C2.3 Description

Of all children in foster care on the first day of the 12-month target period who were in foster care for 17 continuous months or longer, what percent were discharged from foster care to a finalized adoption by the last day of the 12 month target period? (The denominator for this measure excludes children who, by the last day of the 12-month target period, are discharged from foster care with a discharge reason of reunification with parents or primary caretakers, living with other relatives, or guardianship.)

The denominator for this measure includes children who meet all of the following criteria:

- The child was in foster care for 17 or more continuous months or longer as of the first day of the 12-month target period, and
- By the last day of the 12-month target period, the child had not discharged from foster care with a discharge reason of reunification with parents or primary caretakers, living with other relatives, or guardianship.

The numerator for this measure includes children who meet all of the criteria for inclusion in the denominator and also meet all of the following criteria:

- The child's date of discharge from foster care occurs during the 12-month target period (including the first day of the target period); and
- The reason for discharge is adoption

3.7.2. Guidance for Deriving Measure C2.3 from AFCARS

This section lists the steps to follow to calculate the denominator and numerator for this measure. The percent that “were discharged from foster care to a finalized adoption by the last day of the 12 month target period” is found by dividing the numerator by the denominator for each FC #3:Local Agency FIPS Code group. See section 2.4.2 for information on the FIPS Code Group Calculation.

3.7.2.1. Measure C2.3 Source Files

A 12-month target period file is the data source for this measure. Construct this file using the method described in Section 2.4.

3.7.2.2. Selecting Measure C2.3 Denominator Records

- 1) Select all records where $(\text{Target Period Start Date} - \text{FC \#21:Date of Latest Removal From Home}) / 30.4375 \geq 17$.
- 2) From those records identified in 1), exclude all records where FC #58:Reason for Discharge is not missing and FC #58:Reason for Discharge = 1:Reunify with Parents or Primary Caretaker(s), 2:Living With Other Relatives, or 5:Guardianship. These records are the denominator.

3.7.2.3. Selecting Measure C2.3 Numerator Records

- 1) From those records identified as members of the denominator, select those records where $\text{FC \#56:Date of Discharge from Foster Care} \geq \text{Target Period Start Date}$ and $\text{FC \#56:Date of Discharge from Foster Care} \leq \text{Target Period End Date}$.
- 2) For those records identified in 1) select all records where FC #58:Reason for Discharge = 3:Adoption. These records are the numerator.

3.8. Measure C2.4

3.8.1. Measure C2.4 Description

Of all children in foster care on the first day of the 12-month target period who were in foster care for 17 continuous months or longer, and who were not legally free for adoption prior to that day, what percent became legally free for adoption during the first 6-months of the 12-month target period?

A child is considered to be legally free for adoption if there is a parental rights termination date reported to AFCARS for both mother and father. Note that within AFCARS, if a parent is deceased, the date of death is reported as the parental rights termination date.

The denominator for this measure includes children who meet ALL of the following criteria:

- The child was in foster care for 17 continuous months or longer as of the first day of the 12-month target period, and
- The child was not legally free for adoption prior to the first day of the 12-month target period.

The denominator for this measure excludes any child who did not become legally free during the first 6 months of the target year, but who, during that 6-month period, is discharged from foster care with a discharge reason of reunification with parents or primary caretakers, living with other relatives, or guardianship.

The numerator for this measure includes children who meet all of the criteria for inclusion in the denominator and also meet the following criterion:

- The child became legally free for adoption during the first 6 months of the 12-month target period (including the first and last day of the 6-month period). (This includes children who may or may not have discharged from foster care during the 6-month period.)

3.8.2. Guidance for Deriving Measure C2.4 from AFCARS

This section lists the steps to follow to calculate the denominator and numerator for this measure. The percent that “became legally free for adoption during the first 6-months of the 12-month target period” is found by dividing the numerator by the denominator for each FC #3:Local Agency FIPS Code group. See section 2.4.2 for information on the FIPS Code Group Calculation.

3.8.2.1. Measure C2.4 Source Files

A 12-month target period file is the data source for this measure. Construct this file using the method described in Section 2.4.

3.8.2.2. *Selecting Measure C2.4 Denominator Records*

1) Identify all children from the 12-month target period file where:

- (The Target Period Start Date – FC #21:Date of Latest Removal from Home)/30.4375 \geq 17
AND
- (FC #47:Parental Termination Rights:Mother is missing
- or FC #48:Parental Termination Rights:Father is missing
- or FC #47:Parental Termination Rights:Mother \geq The Target Period Start Date
- or FC #48:Parental Termination Rights:Father \geq The Target Period Start Date).

2) Identify all children from the 12-month target period file where:

- (FC #47:Parental Termination Rights:Mother is missing
- or FC #48:Parental Termination Rights:Father is missing
- or FC #47:Parental Termination Rights:Mother $>$ The Target Period Start Date+182.625
- or FC #48:Parental Termination Rights:Father $>$ The Target Period Start Date+182.625)
AND
- FC #56:Date of Discharge from Foster Care \leq The Target Period Start Date+182.625
AND
- FC #58:Reason for Discharge=1:Reunification with Parents or Primary Caretaker(s), 2:Living with Other Relatives,
OR 5:Guardianship.

3) Remove from all records identified in step 1) any records also identified in step 2).
The remaining step 1) records are in the denominator.

3.8.2.3. *Selecting Measure C2.4 Numerator Records*

1) From those records identified as members of the denominator select all records where:

- FC #47:Parental Termination Rights:Mother \leq The Target Period Start Date+182.625 AND
- FC #48:Parental Termination Rights:Father \leq The Target Period Start Date+182.625.

2) All records identified in step 1) are in the numerator.

3.9. **Measure C2.5**

3.9.1. Measure C2.5 Description

Of all children who became legally free for adoption during the 12 months prior to the target 12-month period, what percent were discharged from foster care to a finalized adoption in less than 12 months from the date of becoming legally free?

The denominator for this measure includes children who meet all of the following criteria:

- The child has a parental rights termination date for both mother and father, and
- The latest parental rights termination date occurs in the 12-months just prior to the 12-month target period.

The numerator for this measure includes children who meet all of the criteria for inclusion in the denominator and also meet the following criteria:

- The child has a date of discharge from foster care that occurs in less than 12 months of the latest date of parental rights termination, and
- The reason for discharge is adoption.

3.9.2. Guidance for Deriving Measure C2.5 from AFCARS

This section lists the steps to follow to calculate the denominator and numerator for this measure. The percent that “were discharged from foster care to a finalized adoption in less than 12 months from the date of becoming legally free” is found by dividing the numerator by the denominator for each FC #3:Local Agency FIPS Code group.

Because this measure’s calculations links child records from up to four six-month AFCARS files (see Section 3.9.2.2 below for more details), a child may have different values for FC #3:Local Agency FIPS Code in different linked records. Therefore always select the first available (i.e., first chronologically) FC #3:Local Agency FIPS Code value (excluding missing FC #3:Local Agency FIPS Code) when grouping records by FIPS Code. See section 2.4.2 for information on the FIPS Code Group Calculation.

3.9.2.1. Measure C2.5 Source Files

Four six-month AFCARS files serve as source files and are referred to as File 1, File 2, File 3, and File 4 in the following steps. File 1 is the six-month AFCARS file (either an “A” or “B” file) beginning a year prior to the target 12-month period. File 2 is the six-month AFCARS file (either an “A” or “B” file) subsequent to File 1 and immediately prior to the start of the 12-month target period. Files 3 and 4 are the six-month AFCARS files which encompass the start and end dates of the 12-month target period file. File 3 covers the first six months and File 4 the last six months.

Note: For purposes of illustration, assume the 12-month target period is 10/01/2006 – 09/30/2007. Therefore:

- File 1 covers 10/01/2005 – 03/31/2006 (beginning one year before the target period)
- File 2 covers 04/01/2006 – 09/30/2006 (the six months before the target period)
- File 3 covers 10/01/2006 – 03/31/2007 (the first six months of the target period)
- File 4 covers 04/01/2007 – 09/30/2007 (the last six months of the target period)

Records in the files may be linked or joined by FC #4:Record Number. In other words, the same FC #4:Record Number appearing in different files represents data from different time periods on the same child..

3.9.2.2. Selecting Measure C2.5 Denominator Records

- 1) Using File 1 and File 2, create a 12-month served file as described in the table in Section 2.4.
- 2) Identify a legally free cohort from the 12-month served file as described in the table in Section 2.4. The “specified 12-month period” referred to in Section 2.4 is the 12 months prior to the target period. For this example this is 10/01/2005 – 09/30/2006. Extract these records and place in File 1&2LF (legally free).
- 3) Using File 3, identify a legally free cohort for the same “specified 12-month period” (e.g., 10/01/2005 – 09/30/2006). Extract these records and place in File 3LF.
- 4) Using File 4, identify a legally free cohort for the same “specified 12-month period” (e.g., 10/01/2005 – 09/30/2006). Extract these records and place in File 4LF.

When step 4) is completed, there will be three LF files (File 1&2LF, File 3LF, and File 4LF) each containing records of children legally freed for adoption during the 12-months prior to the 12-month target period.

Please note that some children may appear in more than one LF file. For example, a child may have a File 1&2LF record and then continued in care through 09/30/2007 and therefore have records in File 3LF and File 4LF.

- 5) If possible, match each record for each extract file to records with a matching FC #4:Record Number in the other files.
 - A. Match By FC #4:Record Number *all* records from File 1&2LF to records in File 3LF and File 4LF. When finished with this step:
 - a child may have only a File 1&2LF record;
 - a child may have File 1&2LF and File 3LF records;
 - a child may have File 1&2LF records and File 4LF records; or
 - a child may have File 1&2LF, File 3LF and File 4LF records
 - B. Match by FC #4:Record Number *all remaining* records in File 3LF to File 4LF records. When finished with this step:
 - a child may have only a File 3LF records; or
 - a child may have a File 3LF and a File 4LF record
 - C. Select *all remaining* records (i.e., those not matched after A and B) from File 4LF.

When step 5) is completed, each extract child record will be matched (or linked) to all available child records from the other files. Therefore each child will have either:

- only a File 1&2LF record;
- only a File 3LF record;
- only a File 4LF record;
- File 1&2LF and File 3LF records matched by FC #4:Record Number;
- File 1&2LF and File 4LF records matched by FC #4:Record Number;

- File 3LF and File 4LF records matched by FC #4:Record Number; OR
 - File 1&2LF, File 3LF and File 4LF records matched by FC #4:Record Number.
- 6) Discard any singular record missing FC #3:Local Agency FIPS Code or any matched records where all matched records are missing FC #3:Local Agency FIPS Code. Therefore, if a child has:
- only a File 1&2LF record AND FC #3:Local Agency FIPS Code is missing, discard the record;
 - only a File 3LF record AND FC #3:Local Agency FIPS Code is missing, discard the record;
 - only a File 4LF record AND FC #3:Local Agency FIPS Code is missing, discard the record;
 - File 1&2LF and File 3LF records matched by FC #4:Record Number AND both records are missing FC #3:Local Agency FIPS Code, discard the records;
 - File 1&2LF and File 4LF records matched by FC #4:Record Number AND both records are missing FC #3:Local Agency FIPS Code, discard the records;
 - File 3LF and File 4LF records matched by FC #4:Record Number AND both records are missing FC #3:Local Agency FIPS Code, discard the records;
 - File 1&2LF, File 3LF and File 4LF records matched by FC #4:Record Number AND all records are missing FC #3:Local Agency FIPS Code, discard the records.

All these combinations of singular and matched records yield a complete and unduplicated (by FC #4:Record Number) set of children legally freed for adoption in the 12 months immediately preceding the 12-month target period and meet both criteria for the denominator as defined in Section 3.9.1 This complete and unduplicated count is the denominator for measure C2.5.

3.9.2.3. Selecting Measure C2.5 Numerator Records

All denominator records (and only denominator records) are evaluated to determine if they meet the criteria for inclusion in the numerator. Use the following table of rules to determine if singular or matched records should be added to the numerator for measure C2.5.

For each singular or matched record(s), locate the correct data distribution for FC #58:Reason for Discharge from columns 1a), 1b), and 1c). The numbers in columns 1a), 1b), and 1c) indicate the response for FC #58:Reason for Discharge. All possible combinations are listed. “Missing” means the data element is either blank (or 0) because FC #58:Reason for Discharge is missing or there is no matched record available. For example, the rules in the second row will apply:

- to a File 4LF record with FC #58:Reason for Discharge =3:Adoption *matched* to a File 1&2LF record *and* a File 3LF record both missing FC #58:Reason for Discharge.
- to a File 4LF record with FC #58:Reason for Discharge =3:Adoption *with no matching* File 1&2LF *or* File 3LF records.

After identifying the correct row, apply the rules in column 2). The column 2) rules identify *in italics* which File is the data source to use when applying the rules. If the listed rule applies, the child is added to the numerator.

1) If the distribution of FC #58:Reason for Discharge across the three files is:			2) Include the child in the numerator if:
1a) File 1&2LF	1b) File 3LF	1c) File 4LF	
Missing	Missing	Missing	Exclude child from the numerator.
Missing	Missing	3	<i>File 4LF</i> : FC#58=3:Adoption AND {[FC#47=FC#48 AND (FC#56-FC#47)/30.4375<12]} OR {[FC#47>FC#48 AND (FC#56-FC#47)/30.4375<12]} OR {[FC#47<FC#48 AND (FC#56-FC#48)/30.4375<12]}
Missing	Missing	≠3	Exclude child from the numerator.
Missing	3	Missing	<i>File 3LF</i> : FC#58=3:Adoption AND {[FC#47=FC#48 AND (FC#56-FC#47)/30.4375<12]} OR {[FC#47>FC#48 AND (FC#56-FC#47)/30.4375<12]} OR {[FC#47<FC#48 AND (FC#56-FC#48)/30.4375<12]}
Missing	3	3	
Missing	3	≠3	
Missing	≠3	Missing	Exclude child from the numerator.
Missing	≠3	3	
Missing	≠3	≠3	
3	Missing	Missing	<i>File 1 & 2LF</i> : FC#58=3:Adoption AND {[FC#47=FC#48 AND (FC#56-FC#47)/30.4375<12]} OR {[FC#47>FC#48 AND (FC#56-FC#47)/30.4375<12]} OR {[FC#47<FC#48 AND (FC#56-FC#48)/30.4375<12]}
3	Missing	3	
3	Missing	≠3	
3	3	Missing	
3	3	3	
3	3	≠3	
3	≠3	Missing	
3	≠3	3	
3	≠3	≠3	
≠3	Missing	Missing	
≠3	Missing	3	Exclude child from the numerator.
≠3	Missing	≠3	
≠3	3	Missing	
≠3	3	3	
≠3	3	≠3	
≠3	≠3	Missing	
≠3	≠3	3	
≠3	≠3	≠3	

3.10. Measure C3.1

3.10.1. Measure C3.1 Description

Of all children who were in foster care for 24 months or longer on the first day of the 12-month target period, what percent were discharged to a permanent home by the last day of the 12-month period and prior to their 18th birthday?

The denominator for this measure includes children who meet the following criterion:

- The child is in foster care for 24 continuous months or longer on the first day of the 12-month target period.

The numerator for this measure includes children who meet the criterion for the denominator and also meet all of the following criteria:

- The child's date of discharge from foster care occurs during the 12-month target period;
- The child's reason for discharge is reunification with parents or primary caretakers, living with other relatives, guardianship, or adoption; and
- The child's date of discharge from foster care occurs before the child's 18th birthday.

3.10.2. Guidance for Deriving Measure C3.1 from AFCARS

This section lists the steps to follow to calculate the denominator and numerator for this measure. The percent that “were discharged to a permanent home by the last day of the 12-month period and prior to their 18th birthday” is found by dividing the numerator by the denominator for each FC #3:Local Agency FIPS Code group. See section 2.4.2 for information on the FIPS Code Group Calculation.

3.10.2.1. Measure C3.1 Source Files

A 12-month target period file is the data source for this measure. Construct this file using the method described in Section 2.4.

3.10.2.2. Selecting Measure C3.1 Denominator Records

Identify all children from the 12-month target period file where: $(\text{The Target Period Start Date} - \text{FC \#21:Date of latest Removal from Home})/30.4375 \geq 24$. These records are in the denominator.

3.10.2.3. Selecting Measure C3.1 Numerator Records

From those records identified as members of the denominator select all records where:

- FC #56:Date of Discharge from Foster Care \geq The Target Period Start Date AND
- FC #56:Date of Discharge from Foster Care \leq The Target Period End Date AND
- $(\text{FC \#56:Date of Discharge from Foster Care} - \text{FC \#6:Child's Date of Birth})/30.4375 < 216$ AND
- FC #58:Reason for Discharge=1:Reunification with Parents or Primary Caretaker(s), 2:Living with Other Relatives, 3:Adoption, OR 5:Guardianship.

All records meeting all the above criteria are in the numerator.

3.11. Measure C3.2

3.11.1. Measure C3.2 Description

Of all children who were discharged from foster care during the 12-month target period, and who were legally free for adoption (i.e., there is a parental rights termination date for both parents) at the time of discharge, what percent were discharged to a permanent home prior to their 18th birthday?

The denominator for this measure includes children who meet all of the following criteria:

- The child has a parental rights termination date for both mother and father at the time of discharge from foster care, and
- The child has a date of discharge from foster care that occurs during the 12-month target period.

The numerator for this measure includes children who meet all of the criteria for inclusion in the denominator, and also meet all of the following criteria:

- The child has a discharge reason of reunification with parents or primary caretakers, living with other relatives, guardianship, or adoption; and
- The child's date of discharge is prior to the child's 18th birthday.

3.11.2. Guidance for Deriving Measure C3.2 from AFCARS

This section lists the steps to follow to calculate the denominator and numerator for this measure. The percent that “were discharged to a permanent home prior to their 18th birthday” is found by dividing the numerator by the denominator for each FC #3:Local Agency FIPS Code group. See section 2.4.2 for information on the FIPS Code Group Calculation.

3.11.2.1. Measure C3.2 Source Files

A 12-month target period file is the data source for this measure. Construct this file using the method described in Section 2.4.

3.11.2.2. Selecting Measure C3.2 Denominator Records

Identify all children from the 12-month target period file where:

- FC #56:Date of Discharge from Foster Care \geq The Target Period Start Date AND
- FC #56:Date of Discharge from Foster Care \leq The Target Period End Date AND
- FC #56:Date of Discharge from Foster Care \geq FC #47:Parental Rights Termination: Mother AND
- FC #56:Date of Discharge from Foster Care \geq FC #48:Parental Rights Termination: Father.

All records meeting all the above criteria are in the denominator

3.11.2.3. *Selecting Measure C3.2 Numerator Records*

From those records identified as members of the denominator select all records where:

- (FC #56:Date of Discharge from Foster Care – FC #6:Child’s Date of Birth)/30.4375<216 AND
- FC #58:Reason for Discharge=1:Reunification with Parents or Primary Caretaker(s), 2:Living with Other Relatives, 3:Adoption, OR 5:Guardianship.

All records meeting all the above criteria are in the numerator.

3.12. **Measure C3.3**

3.12.1. Measure C3.3 Description

Of all children who either (1) were, prior to age 18, discharged from foster care during the 12-month target period with a discharge reason of emancipation, or (2) reached their 18th birthday while in foster care but had not yet been discharged from foster care, what percent were in foster care for 3 years or longer?

The denominator for this measure includes children who meet one of the following criteria:

- The child has a date of discharge from foster care during the 12-month target period that occurs prior to the child's 18th birthday and the reason for discharge is "emancipation;" or
- The child reaches his or her 18th birthday during the 12-month target period and is in foster care at the time of the birthday.

The numerator for this measure includes children who meet one of the criteria for inclusion in the denominator and also meet one of the following criteria:

- The time from the date of the latest removal from home to the date of discharge is equal to, or greater than, 3 years; or
- The time from the date of the latest removal from home to the date of the child's 18th birthday is equal to, or greater than, 3 years.

3.12.2. Guidance for Deriving Measure C3.3 from AFCARS

This section lists the steps to follow to calculate the denominator and numerator for this measure. The percent that “were in foster care for 3 years or longer” is found by dividing the numerator by the denominator for each FC #3:Local Agency FIPS Code group. See section 2.4.2 for information on the FIPS Code Group Calculation.

3.12.2.1. *Measure C3.3 Source Files*

A 12-month target period file is the data source for this measure. Construct this file using the method described in Section 2.4.

3.12.2.2. Selecting Measure C3.3 Denominator Records

- 1) Identify all children from the 12-month target period file where:
 - FC #56:Date of Discharge from Foster Care \geq The Target Period Start Date AND
 - FC #56:Date of Discharge from Foster Care \leq The Target Period End Date AND
 - (FC #56:Date of Discharge from Foster Care – FC #6:Child’s Date of Birth) $365.25 < 18$ AND
 - FC #58:Reason for Discharge=4:Emancipation.
- 2) Identify all children from the 12-month target period file where:
 - The Target Period End Date – 18 Years \geq FC #6:Child’s Date of Birth AND
 - The Target Period Start Date – 18 Years \leq FC #6:Child’s Date of Birth AND
 - FC #19:Total Number of Removals from Home to Date ≥ 1 AND
 - Child’s 18th Birthday³ $>$ FC #21:Date of Latest Removal from Home AND
 - FC #56:Date of Discharge from Foster Care is missing.
- 3) Identify all children from the 12-month target period file where:
 - The Target Period End Date – 18 Years \geq FC #6:Child’s Date of Birth AND
 - The Target Period Start Date – 18 Years \leq FC #6:Child’s Date of Birth AND
 - FC #19:Total Number of Removals from Home to Date ≥ 1 AND
 - Child’s 18th Birthday $>$ FC #21:Date of Latest Removal from Home AND
 - Child’s 18th Birthday \leq FC #56:Date of Discharge from Foster Care.
- 4) Identify all children from the 12-month target period file where:
 - The Target Period End Date – 18 Years \geq FC #6:Child’s Date of Birth AND
 - The Target Period Start Date – 18 Years \leq FC #6:Child’s Date of Birth AND
 - FC #19:Total Number of Removals from Home to Date=2 AND
 - Child’s 18th Birthday $>$ FC #18:Date of First Removal from Home AND
 - Child’s 18th Birthday \leq FC #20:Date Child was Discharged from Last Foster Care Episode.
- 5) All records identified in step 1), 2), 3), or 4) are in the denominator.

3.12.2.3. Selecting Measure C3.3 Numerator Records

- 1) From those records identified as members of the denominator where Section 3.12.2.2 step 1) is true, select all records where:
 - (FC #56:Date of Discharge from Foster Care – FC #21:Date of Latest Removal from Home) $/30.4375 \geq 36$
- 2) From those records identified as members of the denominator where Section 3.12.2.2 steps 2) or 3) are true, select all records where:

³ This is calculated as FC #6:Child’s Date of Birth + 18 years. If the child was born on a leap year day (2/29), for purposes of this analysis the child’s 18th birthday will be 18 years later on 3/1.

- FC #19:Total Number of Removals from Home to Date ≥ 1 AND
 - (Child's 18th Birthday – FC #21:Date of Latest Removal from Home)/30.4375 ≥ 36 .
- 3) From those records identified as members of the denominator where Section 3.12.2.2 step 4) is true, select all records where:
- FC #19:Total Number of Removals from Home to Date=2 AND
 - (Child's 18th Birthday – FC #18:Date of First Removal from Home)/30.4375 ≥ 36 .
- 4) All records identified in steps 1), 2), or 3) are in the numerator.

3.13. Measure C4.1

3.13.1. Measure C4.1 Description

Of all children who were served in foster care during the 12-month target period, and who were in foster care for at least 8 days but less than 12 months, what percent had two or fewer placement settings?

The denominator for this measure includes children who meet all of the following criteria:

- The child is in foster care at some time during the 12-month target period, and
- The child's length of stay in foster care during the most recent foster care episode is at least 8 days but less than 12 months.

The numerator for this measure includes children who meet all of the criteria for inclusion in the denominator and also meet the following criterion:

- The child's number of placement settings during this removal episode does not exceed two (2).

3.13.2. Guidance for Deriving Measure C4.1 from AFCARS

This section lists the steps to follow to calculate the denominator and numerator for this measure. The percent that “had two or fewer placement settings” is found by dividing the numerator by the denominator for each FC #3:Local Agency FIPS Code group. See section 2.4.2 for information on the FIPS Code Group Calculation.

3.13.2.1. Measure C4.1 Source Files

A 12-month target period file is the data source for this measure. Construct this file using the method described in Section 2.4.

3.13.2.2. Selecting Measure C4.1 Denominator Records

- 1) Identify all children from the 12-month target period file where:
 - (FC #56:Date of Discharge from Foster Care is missing or FC #56:Date of Discharge from Foster Care > The Target Period End Date), AND
 - The Target Period End Date – FC #21:Date of Latest Removal from Home ≥ 8 , AND
 - (The Target Period End Date – FC #21:Date of Latest Removal from Home)/30.4375 < 12.
- 2) Identify all children from the 12-month target period file where:
 - FC #56:Date of Discharge from Foster Care \leq The Target Period End Date AND
 - FC #56:Date of Discharge from Foster Care – FC #21:Date of Latest Removal from Home ≥ 8 , AND
 - (FC #56:Date of Discharge from Foster Care – FC #21:Date of Latest Removal from Home)/30.4375 < 12.
- 3) All records identified in step 1) or in step 2) are in the denominator.

3.13.2.3. *Selecting Measure C4.1 Numerator Records*

- 1) From those records identified as members of the denominator select all records where:
 - The Target Period End Date \geq FC #23:Date of Placement in Current Foster Care Setting AND
 - FC #24:Number of Previous Placement Settings During this Removal Episode is not missing AND
 - FC #24:Number of Previous Placement Settings During this Removal Episode ≤ 2 .
- 2) From those records identified as members of the denominator select all records where:
 - The Target Period End Date < FC #23:Date of Placement in Current Foster Care Setting AND
 - FC #24:Number of Previous Placement Settings During this Removal Episode is not missing AND
 - FC #24:Number of Previous Placement Settings During this Removal Episode ≤ 3 .
- 3) All records identified in step 1) or in step 2) are in the numerator.

3.14. **Measure C4.2**

3.14.1. Measure C4.2 Description

Of all children who were served in foster care during the 12-month target period, and who were in foster care for at least 12 months but less than 24 months, what percent had two or fewer placement settings?

The denominator for this measure includes children who meet ALL of the following criteria:

- The child is in foster care at some time during the 12-month target period, and
- The child's length of stay in foster care during the most recent foster care episode is at least 12 months but less than 24 months.

The numerator for this measure includes children who meet ALL of the criteria for inclusion in the denominator and also meet the following criterion:

- The child's number of placement settings during this removal episode does not exceed two (2).

3.14.2. Guidance for Deriving Measure C4.2 from AFCARS

This section lists the steps to follow to calculate the denominator and numerator for this measure. The percent that “had two or fewer placement settings” is found by dividing the numerator by the denominator for each FC #3:Local Agency FIPS Code group. See section 2.4.2 for information on the FIPS Code Group Calculation.

3.14.2.1. Measure C4.2 Source Files

A 12-month target period file is the data source for this measure. Construct this file using the method described in Section 2.4.

3.14.2.2. Selecting Measure C4.2 Denominator Records

- 1) Identify all children from the 12-month target period file where:
 - (FC #56:Date of Discharge from Foster Care is missing or FC #56:Date of Discharge from Foster Care > The Target Period End Date), AND
 - (The Target Period End Date – FC #21:Date of Latest Removal from Home)/30.4375 \geq 12, AND
 - (The Target Period End Date – FC #21:Date of Latest Removal from Home)/30.4375 < 24.
- 2) Identify all children from the 12-month target period file where:
 - FC #56:Date of Discharge from Foster Care \leq The Target Period End Date AND
 - (FC #56:Date of Discharge from Foster Care – FC #21:Date of Latest Removal from Home)/30.4375 \geq 12, AND
 - (FC #56:Date of Discharge from Foster Care – FC #21:Date of Latest Removal from Home)/30.4375 < 24.
- 3) All records identified in step 1) or in step 2) are in the denominator.

3.14.2.3. Selecting Measure C4.2 Numerator Records

- 1) From those records identified as members of the denominator select all records where:
 - The Target Period End Date \geq FC #23:Date of Placement in Current Foster Care Setting AND
 - FC #24:Number of Previous Placement Settings During this Removal Episode is not missing AND
 - FC #24:Number of Previous Placement Settings During this Removal Episode \leq 2.
- 2) From those records identified as members of the denominator select all records where:
 - The Target Period End Date < FC #23:Date of Placement in Current Foster Care Setting AND
 - FC #24:Number of Previous Placement Settings During this Removal Episode is not missing AND
 - FC #24:Number of Previous Placement Settings During this Removal Episode \leq 3.
- 3) All records identified in step 1) or in step 2) are in the numerator.

3.15. Measure C4.3

3.15.1. Measure C4.3 Description

Of all children who were served in foster care during the 12-month target period, and who were in foster care for at least 24 months, what percent had two or fewer placement settings?

The denominator for this measure includes children who meet all of the following criteria:

- The child is in foster care at some time during the 12-month target period, and
- The child's length of stay in foster care during the most recent foster care episode is at least 24 months.

The numerator for this measure includes children who meet all of the criteria for inclusion in the denominator and also meet the following criterion:

- The child's number of placement settings during this removal episode does not exceed two (2).

3.15.2. Guidance for Deriving Measure C4.3 from AFCARS

This section lists the steps to follow to calculate the denominator and numerator for this measure. The percent that “had two or fewer placement settings” is found by dividing the numerator by the denominator for each FC #3:Local Agency FIPS Code group. See section 2.4.2 for information on the FIPS Code Group Calculation.

3.15.2.1. Measure C4.3 Source Files

A 12-month target period file is the data source for this measure. Construct this file using the method described in Section 2.4.

3.15.2.2. Selecting Measure C4.3 Denominator Records

- 1) Identify all children from the 12-month target period file where:
 - (FC #56:Date of Discharge from Foster Care is missing or FC #56:Date of Discharge from Foster Care > The Target Period End Date), AND
 - (The Target Period End Date – FC #21:Date of Latest Removal from Home)/30.4375 \geq 24.
- 2) Identify all children from the 12-month target period file where:
 - FC #56:Date of Discharge from Foster Care \leq The Target Period End Date AND
 - (FC #56:Date of Discharge from Foster Care – FC #21:Date of Latest Removal from Home)/30.4375 \geq 24.
- 3) All records identified in steps 1) and 2) are in the denominator.

3.15.2.3. *Selecting Measure C4.3 Numerator Records*

- 1) From those records identified as members of the denominator select all records where:
 - The Target Period End Date \geq FC #23:Date of Placement in Current Foster Care Setting AND
 - FC #24:Number of Previous Placement Settings During this Removal Episode is not missing AND
 - FC #24:Number of Previous Placement Settings During this Removal Episode ≤ 2 .
- 2) From those records identified as members of the denominator select all records where:
 - The Target Period End Date < FC #23:Date of Placement in Current Foster Care Setting AND
 - FC #24:Number of Previous Placement Settings During this Removal Episode is not missing AND
 - FC #24:Number of Previous Placement Settings During this Removal Episode ≤ 3 .
- 3) All records identified in steps 1) and 2) are in the numerator.

4. **Creating the Source File for the Computational Spreadsheet**

4.1. **Overview**

After all FIPS Code Calculation Groups for all fifteen measures have been generated, all values must be placed into an Excel spreadsheet. This spreadsheet serves as the data source for a computational spreadsheet.

4.2. **Spreadsheet Names, Placement, and Usage**

The computational spreadsheet may be downloaded from the National Resource Center for Child Welfare Data and Technology website at: http://www.nrccwdt.org/cfsr/doc/composite_computational_ss.xls. It is named "Composite Computational SS.xls." The data source Excel spreadsheet must be created and populated with data (see section 4.3 for information on populating the spreadsheet with measures data) and saved with the name "Statesheet.xls." It must be saved in the same folder as Composite Computational SS.xls.

After Statesheet.xls has been created and saved, open the file. Then open Composite Computational SS.xls and, if prompted, select "Enable Macros." The Composite Computational SS.xls links to the Statesheet.xls data to automatically compute State "Data Profile" composite scores.

Composite Computational SS.xls contains a macro to hide unused rows after being populated with your State's data. Press Ctrl + Shift + D to launch the macro. The spreadsheet may be saved for dissemination by: selecting "Edit" from the toolbar followed by "Links", followed by "Break Links". The file is now ready to be saved to a new location/name. Give the file a new name in order to preserve the original version and its links. Do not save over the original computational spreadsheet.

If Excel does not display the option to “Break Links” do the following: On each sheet (see the tabs in the lower left hand corner of the screen, Perm One, Perm Two, etc.) choose Perm One, press Ctrl+A, choose “Edit”, then “Copy”, then “Edit” again, then “Paste Special”, then choose the option “Values” and click “OK”. This will break all the links associated with this given sheet; consequently, these same steps need to be followed for each of the other three sheets. Give the file a new name in order to preserve the original version and its links. Do not save over the original computational spreadsheet.

4.3. Populating Statesheet.xls Spreadsheet with Measures Data

The computational spreadsheet is programmed to find the measures data in precise cells in Statesheet.xls; therefore Statesheet.xls must be formatted correctly and data placed in the expected cells so that the computational spreadsheet will correctly report values for the State Data Profile.

The first row of Statesheet.xls (from cells A1 through Q1) is reserved for descriptive column headings. Although these cells may be left blank, it is recommended that each cell be filled with a label describing the data contained in that column so readers of the spreadsheet understand the values in each column.

Each successive row, beginning with the second row, is filled with data for the 15 individual measures for all children sharing a FIPS Code. For example, if the measures have been calculated for 20 different FIPS Codes for a State, rows 2 through 21 will each contain the measures data for one of those FIPS Codes. Rows 22 and higher will be blank. The following table describes the data and appropriate data format for each cell.

Cell	Data	Data Format
A2, A3, A4...	FC #3:Local Agency FIPS Code or the new FIPS Code for re-mapped codes. See section 2.4.2 for guidance on re-mapping FIPS Codes.	Number, no decimals
B2, B3, B4...	Number of children served during the 12-month target period in the FIPS Code	Number, no decimals
C2, C3, C4...	Measure C1.1 for children sharing the FIPS Code in the “A” cell.	A percentage expressed as a number rounded to 12 decimal places (i.e., 100% = 1.00).
D2, D3, D4...	Measure C1.2 for children sharing the FIPS Code in the “A” cell.	LOS expressed as a number rounded to 2 decimal places (i.e., 12 ¼ months = 12.25).
E2, E3, E4...	Measure C1.3 for children sharing the FIPS Code in the “A” cell.	A percentage expressed as a number rounded to 12 decimal places (i.e., 100% = 1.00).
F2, F3, F4...	Measure C1.4 for children sharing the	A percentage expressed as a

Cell	Data	Data Format
	FIPS Code in the “A” cell.	number rounded to 12 decimal places (i.e., 100% = 1.00).
G2, G3, G4...	Measure C2.1 for children sharing the FIPS Code in the “A” cell.	A percentage expressed as a number rounded to 12 decimal places (i.e., 100% = 1.00).
H2, H3, H4...	Measure C2.2 for children sharing the FIPS Code in the “A” cell.	LOS expressed as a number rounded to 2 decimal places (i.e., 12 ¼ months = 12.25).
I2, I3, I4...	Measure C2.3 for children sharing the FIPS Code in the “A” cell.	A percentage expressed as a number rounded to 12 decimal places (i.e., 100% = 1.00).
J2, J3, J4...	Measure C2.4 for children sharing the FIPS Code in the “A” cell.	A percentage expressed as a number rounded to 12 decimal places (i.e., 100% = 1.00).
K2, K3, K4...	Measure C2.5 for children sharing the FIPS Code in the “A” cell.	A percentage expressed as a number rounded to 12 decimal places (i.e., 100% = 1.00).
L2, L3, L4...	Measure C3.1 for children sharing the FIPS Code in the “A” cell.	A percentage expressed as a number rounded to 12 decimal places (i.e., 100% = 1.00).
M2, M3, M4...	Measure C3.2 for children sharing the FIPS Code in the “A” cell.	A percentage expressed as a number rounded to 12 decimal places (i.e., 100% = 1.00).
N2, N3, N4...	Measure C3.3 for children sharing the FIPS Code in the “A” cell.	A percentage expressed as a number rounded to 12 decimal places (i.e., 100% = 1.00).
O2, O3, O4...	Measure C4.1 for children sharing the FIPS Code in the “A” cell.	A percentage expressed as a number rounded to 12 decimal places (i.e., 100% = 1.00).
P2, P3, P4...	Measure C4.2 for children sharing the FIPS Code in the “A” cell.	A percentage expressed as a number rounded to 12 decimal places (i.e., 100% = 1.00).
Q2, Q3, Q4...	Measure C4.3 for children sharing the FIPS Code in the “A” cell.	A percentage expressed as a number rounded to 12 decimal places

Cell	Data	Data Format
		(i.e., 100% = 1.00).

NOTE: This version of the “CFSR Composite Scores Calculation Logic” does not provide the detailed guidance for generating the “Green” percentages found on the CompositieComputationalSS.xls.

These percentages represent a State’s overall performance on the individual measures. The sources for these percentages can be found by generating the numerators, denominators and quotients for the individual measures, C1.1 through C4.3, at the State level rather than on the basis of the FIPS Codes. These results would be placed on the Statesheet.xls in row 2 only, beginning in column T. Values in columns R and S, should contain, the State’s 2 digit State fipscod and the number of children served, respectively. For example, measure C1.1’s numerator would be placed in cell T2, denominator in U2 and the measure’s quotient in V2. The quotients are formatted as described for the measures at the FIPS code level, see the matrix above.

The detailed guidance on the “Green” percentages will be available at a later date.

Appendix A

Suggested approach to constructing an entry cohort file for the calculation of Lengths of Stay (LOS).

The three extract files representing three consecutive six-month periods are joined to one another and placed side-by-side as consecutively joined files (CJF). The two subsequent files are attached to the initial entry cohort file by matching each files' record numbers. This is not a process of de-duplicating records, but rather placing records side by side for three consecutive periods by matching child records on their requisite record numbers. This CJF is composed, chronologically, of 3 consecutive six-month periods, 1, 2 and 3 with period 1 representing the date parameters for the establishment of the Entry cohort.

Identifying periods and fields in a CJF to calculate or determine a child's (LOS) in foster care.

Calculating or determining a child's LOS is done using one of two approaches. One is calculating the LOS by using existing data elements/fields, e.g., subtracting a date of latest removal (DOLR) from a date of discharge from foster care (DOD) and identifying an existing discharge reason (DR) found in the file. The second, is used if information/data are not present due to the structure of the AFCARS file. In this situation reasonable assumptions are made as to a child's LOS and DR, e.g., a child's record has total removals (TR) of "3" in period 1, the LOS of the first episode is not calculable from the data and the associated DR is not available, the child's LOS is assumed to be less than 12 months and because a DR associated with their first episode is not present DR is assumed to be reunification.

In regards to the primary data elements/fields used with the Entry cohort the four following expectations serve as guidance as to how the Entry cohort is approached for calculating LOS and identifying DR's:

- 1) DOFR doesn't change from one period to the next. DOFR can be thought of as a child's date of very first removal, ever, from home for placement into foster care.
- 2) Data elements/fields chronologically make sense.
- 3) If a child's record has TR is '1' the DOFR is expected to equal the DOLR.
- 4) TR do not change unless a re-entry back into foster care occurs.

General considerations in calculating or determining a child's LOS and/or identifying the discharge reason.

If a child's record in a particular period has TR of 1 and has a DOD, it is expected that a DR will be present. The data in this record can be used to calculate the LOS for a child's first episode. This calculation is done as follows:

--Subtract the DOLR from the record's DOD and divide by the average number of days in a month. The average number of days in a month is 30.4375 which yields the number of months the child was in FC.

If the child's record does not have discharge information in a particular period, depending on which period 1, 2 or 3 it falls, a subsequent period, if available, is evaluated for available data\information to calculate LOS and the identification of a DR.

If a child's record in a particular period has TR of 2 the LOS of the child's first episode is calculated as follows:

--Subtract the DOFR from date of discharge from the last foster care episode (DODLSTFC), however, the DR, will be unavailable. Since the DR for a previous episode is unavailable in a period with TR's of 2, depending on which period 1, 2 or 3 it falls, a prior period with TR of 1, if available, is evaluated for available data/information to identify a DR. The prior period is evaluated for the existence of a DOD. If present the prior period's DR is used, otherwise DR is assumed to be reunification.

If a child's record in a particular period has TR of 3 or more, the LOS of the child's first episode is not calculable from the existing data in this particular period therefore, the child's LOS is determined in the following manner.

--If the only available period to calculate LOS has TR of 3 or more, that is, a previous period doesn't exist with TR of 1 or 2, then the child's LOS for their first episode will be assumed to be less than 12 months and the DR is assumed to be "Reunification".

Lastly, a key point is that the data contained in the file representing the establishment of the Entry cohort including the two files consecutively joined to it, contain data current as of the last day of each period represented by the extract. Lastly, counts in each file, (e.g., total removals to date) are cumulative counts as of a point in time, therefore, if a child has a total of three removals in a given period the exact length of the first two periods cannot be calculated from the data in that particular period. The goal is to calculate the LOS of a child's first episode and determine their DR, using existing data elements. The calculation of LOS can only be done in instances where period 1, 2 or 3 has TR's of "1" or "2", however, the discharge outcome for the first episode can only be determined when the TR is "1", provided the child discharged from care during the period. The assumption being that if a DOD exists then a DR is present. If a record has a DR and a DOD does not exist, it is assumed that the child is still in care.

Once the CJF has been constructed, a number of logical assumptions are made which serve as the basis for computing LOS and identifying a DR. Each period's TR is used to determine in which period, first six-months (period 1) (cohort establishment), second six-months (period 2) or third six-months (period 3), a decision can be made as to whether or not a child has discharged in less than twelve months for the time of their first removal, DOFR, and their discharge outcome, DR. In most cases these determinations are

calculable or read directly from the data, however, in some cases assumptions are made as to the LOS and DR or simply determined due to the assumptions.

Use of Total Removals in calculating a child's LOS.

The basic approach is that a period must have a valid response to TR before using that period's data to make LOS calculations or identifying a child's DR. The most recent period with a valid response to "Total Removals" is the period which is evaluated for calculating the LOS for a child's first episode. But as mentioned before, the goal is, when possible to calculate a LOS and determine a child's DR from the existing data, therefore, if the most recent period has TR of 3 or more and a previous period has TR's of 2 this period will be used to calculate the child's LOS. This means for instance, if period 1 has TR of "1" and period 2 has TR of "2" and period 3 has TR of "3", while period 3 is the most recent, period 2 allows for the exact calculation of the child's first episode and period "1" may contain the actual DR. If a period is missing a response to "Total Removals" the most recent period after this period is used to evaluate the child's LOS, unless a previous period has a valid response to TR, then this period is used.

The following describes how the total removals to date are used or serve as a basis for calculating a child's time in care.

- 1) If a child's record has TR of "1" in period 1 and no additional information is found in period 2 or 3 it is assumed that the child discharged from care during period 1 and their LOS will be calculated by subtracting the DOLR from the DOD. In addition, it is assumed that the DR will be found in period 1. If period 1 does not contain any discharge information then the child's record is simply included in the denominator count this is done because the child's record has a DOFR within the date parameters for the establishment of the Entry cohort.
- 2) If a child's record has total removals of "1" in period 1 or 2 and a subsequent period has total removals of "2" the period with 2 removals is used to calculate the LOS for the child's first episode. This is done by subtracting the child's DOFR from their DODLSTFC. In addition, if the previous period contains a DR, it is used as the child's reason for discharge from their first episode, otherwise it is assumed to be "Reunification".
- 3) If a child's record has total removals of "1" in period 1 or 2 and a subsequent period has total removals of "3+", if the previous period has a DOD and a DR then this information is used to calculate the child's LOS and DR. If the previous period does not contain a DOD, then it is assumed that the child's first episode was less than 12 months and they discharged to "Reunification".
- 4) If a child's record has a total removals of "1" in period 1, 2 and 3 then a decision as to the child's LOS is done using the information contained in period 3, the most recent period. If a DOD exists in period 3 then this date is used to calculate the child's length of time in care and the requisite DR is used. If a DOD doesn't

exist in period 3 or it occurs after the period end date for period 3 the child is identified as still in care.