

SACWIS Components

SARR #	Sub-component	Type Mandatory or Optional	State Selected Options	Percent Complete	Expected Completion Date
Intake Management					
Section A	<u>Intake</u>				
1	Record Contact/Referral	M			
2	Collect Intake/Referral Information	M			
3	Search for Prior History	M			
4	Record "Information Only" Contacts	O			
Section B	<u>Screening</u>				
5	Evaluate Intake Information	M			
6	Record Results of Screening Evaluation	M			
7	Establish Case Record	M			
8	Assign Case to Worker	M			
9	Refer for Investigation and/or Services	M			
Section C	<u>Investigation</u>				
10	Collect and Record Investigation Information	O			
11	Record Investigation Decision	M			
12	Generate Documents As Needed in Response to Investigation	M			
Section D	<u>Assessment</u>				
13	Determine and Record Risk Assessment	M			
14	Perform Risk Assessment	O			
15	Collect and Record Special Needs/Problems	M			
16	Determine and Record Needed Services	M			
17	Record Client Contacts	O			
18	Prepare and Record Referrals to other Agencies	O			
19	Collect and Record further Case Information	O			
20	Generate Documents, Notices and Reports Based on Review	M			
Eligibility					

SARR #	Sub-component	Type Mandatory or Optional	State Selected Options	Percent Complete	Expected Completion Date
Section A	<u>Initial Eligibility Determination</u>				
21	Determine Title IV-E Eligibility	M			
22	Record/Track Legal Requirements (judicial determination)	M			
23	Determine/Track IV-E Eligibility in Out of Home Placement	M			
24	Verify Eligibility for Other Programs	M			
25	Record Authorization Decisions	M			
26	Generate Documents Related to Eligibility Determination	M			
Section B	<u>Changes in Eligibility</u>				
27	Re-determinations (a. & b.)	M			
28	Generate Documents Related to Eligibility Determination (a., b. c. & d.)	M			
Case Management					
Section A	<u>Service/Case Plans</u>				
29	Prepare and Document Service/Case Plan	M			
30	Identify and Match Services to Meet Clients Case Plan Needs	O			
31	Record Contact with and Acquisition of Needed Resources/Services	O			
32	Track and Update Service/Case Plan	M			
33	Match Client to Placement Alternatives, if Needed	O			
34	Generate Documents as Needed	M			
35	Request and Record Supervisory Approval of Plan, if Needed	O			
36	Estimate and Track Actual Costs of Resources/Services	O			
37	Identify Program Outcome Measures	O			
Section B	<u>Case Review/Evaluation</u>				
38	Generate Alerts to Conduct Case Review/Evaluation	M			
39	Conduct and Record Results of Case Review	M			
40	Generate Documents, Notices and Reports based on Review	M			
41	Record Collateral Contacts	O			

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Section C	<u>Monitoring Service/Case Plan Service</u>				
42	Track and Record Services Identified in the Service/Case Plan	O			
43	Generate Documents, Notices and Reports	M			
Resource Management					
Section A	<u>Facilities Support</u>				
44	Record and Update Provider Information	M			
45	Generate Alerts/Action Items on Licensing Status Changes	M			
46	Generate Reconciliation and Evaluation Reports	M			
47	Record Track Provider Training	O			
Section B	<u>Foster/Adoption Homes Support</u>				
48	Maintain and Update Foster Care and Adoptive Home Information	M			
49	Record Foster Home Abuse/Neglect Allegation & Investigation Results	M			
50	Process Foster Care/Adoption Home Applications	O			
51	Generate Alerts/Action Items as Needed if Foster Care License Revoked	O			
Section C	<u>Resource Directory</u>				
52	Maintain Directory	O			
53	Generate Reports	O			
Section D	<u>Contract Support</u>				
54	Process Contract and Contract Changes	O			
55	Record Contract-Monitoring Results	O			
56	Generate Alerts/Action Items	O			
57	Generate Documents	O			
Court Processing					
Sec. A(58)	Court Documents	O			
Sec. B(59)	Notifications	O			
Sec. C(60)	Tracking	O			

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Sec. D(61)	Indian Child Welfare Act Support	O			
Financial Management					
Sec. A(62)	Accounts Payable	M			
Sec. B(63)	Accounts Receivable	M			
Sec. C(64)	Provider Claims Processing	M			
Administration					
Section A	<u>Staff Management</u>				
65	Record and Update Employee Information (name, employee number and office)	M			
66	Record and Update Employee Information (demographics and results of Background Criminal Investigation checks)	O			
67	Record and Track Case Assignment	M			
68	Assist in Workload Management	O			
69	Track Employee Training	O			
70	Document Employee Performance	O			
Section B	<u>Reporting</u>				
71	Produce AFCARS Report	M			
72	Produce Other Federal Reports (e.g., IV-E 1)	M			
73	Produce State Reports (a. & b.)	M			
74	Produce Statistical Reports	M			
Section C	<u>Administration Support</u>				
75	Provide Hardware and Software Security (Hardware, Telecommunications, SW Application and Data)	M			
76	Provide Hardware and Software Security (Confidentiality & CAPTA Requirements)	M			
77	Provide Hardware & Software Security (Contingency and Disaster Recovery Plans)	M			
78	Archive and Purge	M			

SARR #	Sub-component	Type Mandatory or Optional	State Selected Options	Percent Complete	Expected Completion Date
79	Provide Office Automation	O			
80	Provide On-Line System Documentation	O			
81	Provide On-Line Training	O			
Interfaces					
Section A	<u>Required Interfaces</u>				
83	Title IV-A (TANF)	M			
84	Title IV-D (Child Support Enforcement	M			
85	Title XIX (Medicaid)	M			
86	Child Abuse and Neglect Data System	M			
Sec. B (87)	<u>Optional Interfaces (as applicable)</u>				
	State Central Registry on Child Abuse & Neglect	O			
	SSA for Title II and SSI Information	O			
	State Financial System	O			
	State Licensing System	O			
	Vital Statistics	O			
	Court System	O			
	Juvenile Justice	O			
	Mental Health/Retardation	O			
	State Department of Education	O			

Section B. IX. (88)	<u>Quality Assurance</u>	YES	NO
	Does the State's SACWIS adequately address the subject of quality assurance?		