

COMPLIANCE OUTCOME REPORT (COR) USER GUIDE

PERFORMANCE INDICATORS: DEFINITIONS & CRITERIA

Produced for:
*Arkansas Department of Human Services
Division of Children and Family Services*

Produced by:
Hornby Zeller Associates, Inc.

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1a – Priority I investigations are initiated within 24 hours, unless documented.

Screen Path: Workload / Investigate / Interview / Vctm Intv

Compliance Universe

- All Priority I reports accepted for investigation and assigned to DCFS during the previous reporting month.
- Excludes:
 - Reports involving the death of the victim child.
 - Victims identified after the initial acceptance of report.

Compliance Requirements/Details

- All alleged victim children must be interviewed face to face within 24 hours of a Priority I report.
- **Contact Type** in the child's **Interview** screen must be either *Face to Face (Other)*, *Face to Face (Court)*, *Face to Face (Hospital/Medical Facility)*, *Face to Face (Observed, too young/intv)*, *Face to Face (Day Care)*, *Face to Face (Home)*, *Face to Face (Placement Provider)*, *Face to Face (School)*, *Face to Face (DHS Office)*, *Face to Face (Law Enforcement Office)*, *Face to Face (Mental Health Facility)*, *Face to Face (Child Advocacy Center)*, *Face to Face (Placement Provider ICPC)*, or *Face to Face (Other ICPC)*.
- In order for the **Contact Type** of *Contact Attempted/Unable to Locate* or *Face to Face (Failed Attempt)* to be in compliance, there must be at least three attempted contacts documented for each victim child within 24 hours of the report date.
- **Status** of the interview must be approved.
- Reports are only considered for compliance once.

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2a – Priority II investigations are initiated within 72 hours, unless documented.

Screen Path: Workload / Investigate / Interview / Vctm Intv

Compliance Universe

- All Priority II reports accepted for investigation and assigned to DCFS during the previous reporting month.
- Excludes:
 - Reports involving the death of the victim child.
 - Victims identified after the initial acceptance of the report.

Compliance Requirements/Details

- All alleged victim children must be interviewed face to face within 72 hours of a Priority II report.
- **Contact Type** in the child's **Interview** screen must be either *Face to Face (Other)*, *Face to Face (Court)*, *Face to Face (Hospital/Medical Facility)*, *Face to Face (Observed, too young/intv)*, *Face to Face (Day Care)*, *Face to Face (Home)*, *Face to Face (Placement Provider)*, *Face to Face (School)*, *Face to Face (DHS Office)*, *Face to Face (Law Enforcement Office)*, *Face to Face (Mental Health Facility)*, *Face to Face (Child Advocacy Center)*, *Face to Face (Placement Provider ICPC)*, or *Face to Face (Other ICPC)*.
- In order for the **Contact Type** of *Contact Attempted/Unable to Locate* or *Face to Face (Failed Attempt)* to be in compliance, there must be at least three attempted contacts documented for each victim child within 72 hours of the report date.
- **Status** of the interview must be approved.
- Reports are only considered for compliance once.

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3a – All children in the home are seen during investigations of alleged maltreatment.

Screen Path: Workload / Investigate / Interview

Compliance Universe

- All reports accepted for investigation and assigned to DCFS during the previous reporting month.
- All children (alleged victim, sibling, other person in home) residing in the home of the alleged victim child are considered as long as the following two boxes are checked for each child in the referral's **Demo** screen:
 - **In Household** checkbox
 - **Participating as Child** checkbox
- Excludes:
 - Children who refused an interview.
 - Reports where the incident involved an out-of-home offender.
 - Children identified as an alleged offender.

Compliance Requirements/Details

- Each child in the home must be interviewed face to face within 30 days of the report date.
- **Contact Type** in the child's **Interview** screen must be either *Face to Face (Other)*, *Face to Face (Court)*, *Face to Face (Hospital/Medical Facility)*, *Face to Face (Observed, too young/intv)*, *Face to Face (Day Care)*, *Face to Face (Home)*, *Face to Face (Placement Provider)*, *Face to Face (School)*, *Face to Face (DHS Office)*, *Face to Face (Law Enforcement Office)*, *Face to Face (Mental Health Facility)*, *Face to Face (Child Advocacy Center)*, *Face to Face (Placement Provider ICPC)*, or *Face to Face (Other ICPC)*.
- In order for the **Contact Type** of *Contact Attempted/Unable to Locate* or *Face to Face (Failed Attempt)* to be in compliance, there must be at least three attempted contacts documented for each child within 30 days of the report date.
- **Status** of the interview must be approved.
- Reports are only considered for compliance once.

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4a – Alleged victim children are interviewed/observed outside the presence of the offender.

Screen Path: Workload / Investigate / Interview / Vctm Intv

Compliance Universe

- All alleged victim children involved in a report accepted for investigation and assigned to DCFS during the previous reporting month.
- Excludes reports in which the **Overall Finding** in the **Investigation Findings** screen is *Inactive (Unable to Locate)*.

Compliance Requirements/Details

- Each alleged victim must have at least one interview with the **Child Interviewed / Observed Outside Presence of Alleged Offender** prompt marked as **Yes**.
- **Status** of the interview must be approved.
- Reports are only considered for compliance once.

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5a – Parents/Caretakers are interviewed in all investigations.

Screen Path: Workload / Investigate / Interview / O/P Intv

Compliance Universe

- All reports accepted for investigation and assigned to DCFS during the previous reporting month.
- All parents or caretakers of alleged victim children.
 - All PRFC clients qualify as parents or caretakers.
- Excludes:
 - Parents/caretakers who refused an interview.
 - Parents/caretakers whose names are *Unknown*.

Compliance Requirements/Details

- Each PRFC must be interviewed face to face within 30 days of the report date.
- **Contact Type** in the PRFC's **Interview** screen must be either *Face to Face (Other)*, *Face to Face (Court)*, *Face to Face (Hospital/Medical Facility)*, *Face to Face (Day Care)*, *Face to Face (Home)*, *Face to Face (Placement Provider)*, *Face to Face (School)*, *Face to Face (DHS Office)*, *Face to Face (Law Enforcement Office)*, *Face to Face (Mental Health Facility)*, *Face to Face (Child Advocacy Center)*, *Face to Face (Placement Provider ICPC)*, or *Face to Face (Other ICPC)*.
- In order for the **Contact Type** of *Contact Attempted/Unable to Locate* or *Face to Face (Failed Attempt)* to be in compliance, there must be at least three attempted contacts documented for each parent/caretaker within 30 days of the report date.
- **Status** of the interview must be approved.
- Reports are only considered for compliance once.

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6a – Investigations (Priority I and II) are concluded within 45 days of report.

Screen Path: Workload / Investigate / Inv. Close

Compliance Universe

- All reports accepted for investigation and assigned to DCFS during the month that occurred two months prior to the reporting month.

Compliance Requirements/Details

- The **Approve** box, which can be accessed via the **Approve/Deny** button in the **Investigation Closure** screen, must be checked.
- **Investigation Closure Approval Date** must be within 45 days of the report date.
 - If an extension has been approved in the **Overdue** screen, the **Investigation Closure Approval Date** must be within 60 days of the report date.
- Reports are only considered for compliance once.

COMPLIANCE OUTCOME REPORT (COR) USER GUIDE

1b – Priority I investigations are initiated within 24 hours, unless documented.

Screen Path: Workload / Investigate / Interview / Vctm Intv

Compliance Universe

- All Priority I reports accepted for investigation and assigned to CACD during the previous reporting month.
- Excludes:
 - Reports involving the death of the victim child.
 - Victims identified after the initial acceptance of report.

Compliance Requirements/Details

- All alleged victim children must be interviewed face to face within 24 hours of a Priority I report.
- **Contact Type** in the child's **Interview** screen must be either *Face to Face (Other)*, *Face to Face (Court)*, *Face to Face (Hospital/Medical Facility)*, *Face to Face (Observed, too young/intv)*, *Face to Face (Day Care)*, *Face to Face (Home)*, *Face to Face (Placement Provider)*, *Face to Face (School)*, *Face to Face (DHS Office)*, *Face to Face (Law Enforcement Office)*, *Face to Face (Mental Health Facility)*, *Face to Face (Child Advocacy Center)*, *Face to Face (Placement Provider ICPC)*, or *Face to Face (Other ICPC)*.
- In order for the **Contact Type** of *Contact Attempted/Unable to Locate* or *Face to Face (Failed Attempt)* to be in compliance, there must be at least three attempted contacts documented for each victim child within 24 hours of the report date.
- **Status** of the interview must be approved.
- Reports are only considered for compliance once.

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2b – Priority II investigations are initiated within 72 hours, unless documented.

Screen Path: Workload / Investigate / Interview / Vctm Intv

Compliance Universe

- All Priority II reports accepted for investigation and assigned to CACD during the previous reporting month.
- Excludes:
 - Reports involving the death of the victim child.
 - Victims identified after the initial acceptance of the report.

Compliance Requirements/Details

- All alleged victim children must be interviewed face to face within 72 hours of a Priority II report.
- **Contact Type** in the child's **Interview** screen must be either *Face to Face (Other)*, *Face to Face (Court)*, *Face to Face (Hospital/Medical Facility)*, *Face to Face (Observed, too young/intv)*, *Face to Face (Day Care)*, *Face to Face (Home)*, *Face to Face (Placement Provider)*, *Face to Face (School)*, *Face to Face (DHS Office)*, *Face to Face (Law Enforcement Office)*, *Face to Face (Mental Health Facility)*, *Face to Face (Child Advocacy Center)*, *Face to Face (Placement Provider ICPC)*, or *Face to Face (Other ICPC)*.
- In order for the **Contact Type** of *Contact Attempted/Unable to Locate* or *Face to Face (Failed Attempt)* to be in compliance, there must be at least three attempted contacts documented for each victim child within 72 hours of the report date.
- **Status** of the interview must be approved.
- Reports are only considered for compliance once.

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3b – All children in the home are seen during investigations of alleged maltreatment.

Screen Path: Workload / Investigate / Interview

Compliance Universe

- All reports accepted for investigation and assigned to CACD during the previous reporting month.
- All children (alleged victim, sibling, other person in home) residing in the home of the alleged victim child are considered as long as the following two boxes are checked for each child in the referral's **Demo** screen:
 - **In Household** checkbox
 - **Participating as Child** checkbox
- Excludes:
 - Children who refused an interview.
 - Reports where the incident involved an out-of-home offender.
 - Children identified as an alleged offender.

Compliance Requirements/Details

- Each child in the home must be interviewed within 30 days of the report date.
- **Contact Type** in the child's **Interview** screen must be either *Face to Face (Other)*, *Face to Face (Court)*, *Face to Face (Hospital/Medical Facility)*, *Face to Face (Observed, too young/intv)*, *Face to Face (Day Care)*, *Face to Face (Home)*, *Face to Face (Placement Provider)*, *Face to Face (School)*, *Face to Face (DHS Office)*, *Face to Face (Law Enforcement Office)*, *Face to Face (Mental Health Facility)*, *Face to Face (Child Advocacy Center)*, *Face to Face (Placement Provider ICPC)*, or *Face to Face (Other ICPC)*.
- In order for the **Contact Type** of *Contact Attempted/Unable to Locate* or *Face to Face (Failed Attempt)* to be in compliance, there must be at least three attempted contacts documented for each child within 30 days of the report date.
- **Status** of the interview must be approved.
- Reports are only considered for compliance once.

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4b – Alleged victim children are interviewed/observed outside the presence of the offender.

Screen Path: Workload / Investigate / Interview / Vctm Intv

Compliance Universe

- All alleged victim children involved in a report accepted for investigation and assigned to CACD during the previous reporting month.
- Excludes reports in which the **Overall Finding** in the **Investigation Findings** screen is *Inactive (Unable to Locate)*.

Compliance Requirements/Details

- Each alleged victim must have at least one interview with the **Child Interviewed / Observed Outside Presence of Alleged Offender** prompt marked as **Yes**.
- **Status** of the interview must be approved.
- Reports are only considered for compliance once.

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5b – Parents/Caretakers are interviewed in all investigations.

Screen Path: Workload / Investigate / Interview / O/P Intv

Compliance Universe

- All reports accepted for investigation and assigned to CACD during the previous reporting month.
- All parents or caretakers of alleged victim children.
 - All PRFC clients qualify as parents or caretakers.
- Excludes:
 - Parents/caretakers who refused an interview.
 - Parents/caretakers whose names are *Unknown*.

Compliance Requirements/Details

- Each PRFC must be interviewed face to face within 30 days of the report date.
- **Contact Type** in the PRFC's **Interview** screen must be either *Face to Face (Other)*, *Face to Face (Court)*, *Face to Face (Hospital/Medical Facility)*, *Face to Face (Day Care)*, *Face to Face (Home)*, *Face to Face (Placement Provider)*, *Face to Face (School)*, *Face to Face (DHS Office)*, *Face to Face (Law Enforcement Office)*, *Face to Face (Mental Health Facility)*, *Face to Face (Child Advocacy Center)*, *Face to Face (Placement Provider ICPC)*, or *Face to Face (Other ICPC)*.
- In order for the **Contact Type** of *Contact Attempted/Unable to Locate* or *Face to Face (Failed Attempt)* to be in compliance, there must be at least three attempted contacts documented for each parent/caretaker within 30 days of the report date.
- **Status** of the interview must be approved.
- Reports are only considered for compliance once.

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6b – Investigations (Priority I and II) are concluded within 45 days of report.

Screen Path: Workload / Investigate / Inv. Close

Compliance Universe

- All reports accepted for investigation and assigned to CACD during the month that occurred two months prior to the reporting month.

Compliance Requirements/Details

- The **Approve** box, which can be accessed via the **Approve/Deny** button in the **Investigation Closure** screen, must be checked.
- **Investigation Closure Approval Date** must be within 45 days of the report date.
 - If an extension has been approved in the **Overdue** screen, the **Investigation Closure Approval Date** must be within 60 days of the report date.
- Reports are only considered for compliance once.

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7 – Initial risk assessments are completed and documented within 30 days of case opening.

Screen Path: Workload / Client / HSA / Risk Assessment

Compliance Universe

- Protective services cases that opened during the month previous to the reporting month and stayed open for at least 30 days.
- Excludes cases in which all children are in foster care at any time during the reporting month.

Compliance Requirements/Details

- The **Risk Assessment** is located as a tab in the **Health and Safety Assessment Screen**.
- **Risk Assessment Date** must be within 30 days of the case open date to be in compliance.
 - The initial risk assessment can be completed within the 30 day timeframe prior to the case opening or within the 30 day period following the case opening.
- Cases are only considered for compliance once.

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8 – FASTs are completed and documented within 30 days of case opening.

Screen Path: Workload / Assess/Plan / FAST

Compliance Universe

- Protective services cases that opened during the month previous to the reporting month and stayed open for at least 30 days.
- Excludes cases in which all children are in foster care at any time during the reporting month.

Compliance Requirements/Details

- The FAST's **Approval Status** must be *Approved*. The **Approval Date** must be within 30 days of the case open date to be in compliance. The FAST must be approved by the worker's supervisor.
- Cases are only considered for compliance once.

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9 – Protective services cases have initial staffings within 30 days of case opening.

Screen Path: Workload / Services / Contacts

Compliance Universe

- Protective services cases that opened during the month previous to the reporting month and stayed open for at least 30 days.
- Excludes cases in which all children are in foster care at any time during the reporting month.

Compliance Requirements/Details

- Staffing must be held within 30 days after the case **Open Date** in the **Case Summary** screen.
- **Contact Type** in the **Contacts** screen must be either *Face to Face (other)*, *Face to Face (Court)*, *Face to Face (Hospital/Medical Facility)*, *Face to Face (Observed, too young/intv)*, *Face to Face (Day Care)*, *Face to Face (Home)*, *Face to Face (Placement Provider)*, *Face to Face (School)*, *Face to Face (DHS Office)*, *Face to Face (Mental Health Facility)*, or *Face to Face (Child Advocacy Center)*.
- **Purpose** must be *Initial Staffing*.
- **Status** must be *Completed*.
- Cases are only considered for compliance once.

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10 – Protective services cases include current case plans.

Screen Path: Workload / Assess/Plan / Case Plan informed CANS/FAST

Compliance Universe

- Protective services cases must be open for at least 30 days as of the end of the reporting month.
- Excludes cases in which all children are in foster care at any time during the reporting month.

Compliance Requirements/Details

- The case must have a case plan that was approved within 3 months previous to reporting month.
- The **Approval Date** can be found via the **Approve** button on the **Needs/Svcs** part of the **CANS/FAST Initiated Case Plan** screen.

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11 – Protective services cases have required case staffings.

Screen Path: Workload / Services / Contacts

Compliance Universe

- Protective services cases that have been open for at least five consecutive months and remain open at the end of the reporting month.
- Excludes cases in which all children are in foster care at any time during the reporting month.

Compliance Requirements/Details

- Staffing must have been held within 3 months of the first day of the reporting month.
- **Contact Type** in the **Contacts** screen must be either *Face to Face (other)*, *Face to Face (Court)*, *Face to Face (Hospital/Medical Facility)*, *Face to Face (Observed, too young/intv)*, *Face to Face (Day Care)*, *Face to Face (Home)*, *Face to Face (Placement Provider)*, *Face to Face (School)*, *Face to Face (DHS Office)*, *Face to Face (Mental Health Facility)*, or *Face to Face (Child Advocacy Center)*.
- **Purpose** must be either *Subsequent Staffing*, *90 Day Staffing*, *Other Staffing*, or *Special Staffing*.
- **Status** must be *Completed*.

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12 – Protective services cases have required monthly visit.

Screen Path: Workload / Services / Contacts

Compliance Universe

- Protective service cases that are open during entire reporting month and open for at least 30 days.
- Excludes cases in which all children are in foster care at any time during the reporting month.

Compliance Requirements/Details

- **Contact Type** in **Contacts** screen must be either *Face to Face (Home)*, *Face to Face (Hospital/Medical Facility)*, or *Face to Face (Placement Provider)*.
- **Contact Date** must be during the reporting month.
- **Purpose** must be either *Family Contact – Monthly*, *Family Contact – Weekly*, or *Family Contact - Every Other Week*.
- **Status** must be *Completed*.
 - *Attempted* is not compliant.
- The contact must be made by an agency employee whose position is *Family Service Worker* or higher.

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13 – Children in foster care have a CANS completed and documented within 30-day time frame.

Screen Path: Workload / Assess/Plan / CANS

Compliance Universe

- All children who entered foster care during the month previous to the reporting month and have been in care for at least 30 days.

Compliance Requirements/Details

- The CANS's **Approval Status** must be *Approved*. The **Approval Date** must be within 30 days of the child's entry into foster care. The CANS must be approved by the worker's supervisor.
- Children are only considered for compliance once for each foster care episode.

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14 – Children in foster care have initial staffings within 30-day time frame.

Screen Path: Workload / Services / Contacts

Compliance Universe

- All children who entered foster care during the month previous to the reporting month and have been in care for at least 30 days.

Compliance Requirements/Details

- **Contact Type** in the **Contacts** screen must be either *Face to Face (other)*, *Face to Face (Court)*, *Face to Face (Hospital/Medical Facility)*, *Face to Face (Observed, too young/intv)*, *Face to Face (Day Care)*, *Face to Face (Home)*, *Face to Face (Placement Provider)*, *Face to Face (School)*, *Face to Face (DHS Office)*, *Face to Face (Mental Health Facility)*, or *Face to Face (Child Advocacy Center)*.
- The child must be selected as a participant for the staffing in the **Contacts** screen.
- **Purpose** must be *Initial Staffing*.
- **Status** must be *Completed*.
- **Contact Date** must be within 30 days of the child's removal date.
- Children are only considered for compliance once for each foster care episode.

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15 – Children in foster care have initial case plans within 30-day time frame.

Screen Path: Workload / Assess/Plan / Case Plan informed CANS/FAST

Compliance Universe

- All children who entered foster care during the month previous to the reporting month and have been in care for at least 30 days.

Compliance Requirements/Details

- The child must be identified in a case plan that was approved within 30 days of the child's entry into foster care.
- The **Approval Date** can be found via the **Approve** button on the **Needs/Svcs** part of the **CANS/FAST Initiated Case Plan** screen.

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16 – Children in foster care have required case staffings.

Screen Path: Workload / Services / Contacts

Compliance Universe

- All children who have been in foster care for at least 30 days.

Compliance Requirements/Details

- **Contact Type** in **Contacts** screen must be either *Face to Face (Other)*, *Face to Face (Court)*, *Face to Face (Hospital/Medical Facility)*, *Face to Face (Observed, too young/intv)*, *Face to Face (Day Care)*, *Face to Face (Home)*, *Face to Face (Placement Provider)*, *Face to Face (School)*, *Face to Face (DHS Office)*, *Face to Face (Mental Health Facility)*, or *Face to Face (Child Advocacy Center)*.
- **Status** must be *Completed*.
- **Contact Date** must be within 3 months of the last day of the reporting month.
- **Purpose** must be either *Initial Staffing*, *90 Day Staffing*, *Special Staffing*, *Permanency Planning Staffing*, *Subsequent Staffing*, or *Other Staffing*.

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17 – Children in foster care have current case plans.

Screen Path: Workload / Assess/Plan / Case Plan informed CANS/FAST

Compliance Universe

- All children who have been in foster care during the entire reporting month (and are still residing in care as of the last day of the month) and who have been in care for at least 30 days.

Compliance Requirements/Details

- The child must be identified in a case plan that was approved within 3 months of the reporting month's begin date to be in compliance.
- The **Approval Date** can be found via the **Approve** button on the **Needs/Svcs** part of the **CANS/FAST Initiated Case Plan** screen.

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18 – Parents of children in foster care are invited to attend staffings.

Screen Path: Workload / Other / Doc.Trkg

Compliance Universe

- All children in foster care who had any staffing during the reporting month.
- All children in foster care at the end of the reporting month who have been in care for 30 days or longer.
- The child's biological parents must be involved and participating in the case at the end of the reporting month.
- Excludes:
 - Children with non-participating biological parents.
 - Children with a **Case Type** of *Transitional Youth Services Program*.
 - Children ages 18 or older.
 - Children with TPR.

Compliance Requirements/Details

- A CFS-590 "Invitation to Family-Centered Meeting" must be sent to the parents or caretakers within 14-35 days before the staffing date. Invitations are monitored and pulled from the **Recipients** box in the **Document Tracking** screen.
 - For example, if the meeting is on April 15th, any invitations that were sent between March 11th and April 1st are in compliance. If invitations were sent more than 35 days before the staffing or if they were sent after the staffing was held, they are **not** in compliance.

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19 – Foster parents of children in foster care are invited to attend staffings.

Screen Path: Workload / Other / Doc.Trkg

Compliance Universe

- All foster care children who have been in care over 30 days and who are in a foster home.
- All children who had any staffing during the report month.
- Excludes:
 - Children in Trial Home Visit.
 - Out of state ICPC children.
 - Children with a **Case Type** of *Transitional Youth Services Program*.
 - Children on Runaway status.
 - Children ages 18 or older.

Compliance Requirements/Details

- A CFS-590 “Invitation to Family-Centered Meeting” must be sent to the foster parents or caretakers within 14-35 days before the staffing date. Invitations are monitored and pulled from the **Recipients** box in the **Document Tracking** screen.
 - For example, if the meeting is on April 15th, any invitations that were sent between March 11th and April 1st are in compliance. If invitations were sent more than 35 days before the staffing or if they were sent after the staffing was held, they are **not** in compliance.

COMPLIANCE OUTCOME REPORT (COR) USER GUIDE

20 – Children in foster care age 10 and older are invited to attend staffings.

Screen Path: Workload / Other / Doc.Trkg

Compliance Universe

- Considers all children who have been in foster care for at least 30 days and who are in care at the end of the reporting month.
- All children who had any staffing during the reporting month.
- Children must be at least 10 years old by the reporting month's begin date.
- Excludes:
 - Children with a **Case Type** of *Transitional Youth Services Program*.
 - Children ages 18 or older.
 - Children on Runaway status.
 - Children in ICPC cases

Compliance Requirements/Details

- A CFS-590 "Invitation to Family-Centered Meeting" must be sent to age-appropriate children within 14-35 days before the staffing date. Invitations are monitored and pulled from the **Recipients** box in the **Document Tracking** screen.
 - For example, if the meeting is on April 15th, any invitations that were sent between March 11th and April 1st are in compliance. If invitations were sent more than 35 days before the staffing or if they were sent after the staffing was held, they are **not** in compliance.

COMPLIANCE OUTCOME REPORT (COR) USER GUIDE

21 – Foster care cases comply with judicial reviews (hearings) every six months.

Screen Path: Workload / Court / Hearing / Detail

Compliance Universe

- All foster care cases that have been open for at least 30 days and have children who are under 18 and who have been in care for at least 6 months.

Compliance Requirements/Details

- **Hearing / Review Date** in the **Court / Hearing / Detail** screen must be within 183 days before the reporting month's end date to be in compliance.
- **Hearing / Review Type** must be *Adoption, Juvenile Delinquency, FINS, Termination Parental Rights, Adjudicatory Foster Care, Court Review, Dispositional Hearing, or Permanency Planning.*

COMPLIANCE OUTCOME REPORT (COR) USER GUIDE

22 – Children in foster care have required monthly visits (once a month).

Screen Path: Workload / Services / Contacts

Compliance Universe

- All children who have been in foster care for at least 30 days and who are in care at the end of the reporting month.
- Excludes:
 - Out of state ICPC children.
 - Children ages 18 or older.
 - Children on Runaway status.

Compliance Requirements/Details

- **Contact Type** in **Contacts** screen must be either *Face to Face (Home)*, *Face to Face (Hospital/Medical Facility)*, or *Face to Face (Placement Provider)*.
 - *Face to Face (Failed Attempt)* is **not** compliant.
- **Contact Date** must be during the reporting month.
- **Status** must be *Completed*.
 - *Attempted* is not compliant.
- The contact must be made by an agency employee whose position is *Family Service Worker* or higher.

COMPLIANCE OUTCOME REPORT (COR) USER GUIDE

23 – Children in foster care whose goal is reunification have weekly visits with parents.

Screen Path: Workload / Services / Contacts

Compliance Universe

- All children who have been in foster care for at least 30 days and who are in care at the end of the reporting month with the permanency goal of *Reunify with parent or principle caretaker*.
- Excludes:
 - Out of state ICPC children.
 - Children with TPR.
 - Children in Trial Home Visit.
 - Children on Runaway status.
 - Children ages 18 or older.
 - Children with a parental visitation waiver for any contact during the month (the **Contact Type** must be *Parental/Sibling Visitation Waiver Request* and the **Weekly Parental Visitation Waiver** box must be checked).

Compliance Requirements/Details

- Visits must be documented in the **Contacts Log** on the **Contacts** screen.
- **Contact Purpose** must be *Family Visitation (foster child/parent/sibling/etc)*.
- Visits must occur during each week of the reporting month to be in compliance.
 - Each week runs from Sunday through Saturday.
- **Visitation Type** must be *Father –All Children, Father –Child, Father –Multiple Children (not all), Mother –All Children, Mother –Child, Mother –Multiple Children (not all), Parents –All children, Parents –Multiple children (not all), Parents – Child, or None*.
- **Visit Status** must be *Completed, Cancelled by Family, Cancelled Otherwise, No-Show, or Waived*.
 - *Canceled by Agency* is **not** compliant.
- Compliance percentages are distinguished categorically.
 - 100 percent compliance → All weekly visits were made.
 - 75 percent compliance → At least three weekly visits were made.
 - 50 percent compliance → Two weekly visits were made.
 - 25 percent compliance → One weekly visit was made.
 - 0 percent compliance → No weekly visits were made.

COMPLIANCE OUTCOME REPORT (COR) USER GUIDE

24 – Children in foster care who are separated from siblings have bi-weekly visits.

Screen Path: Workload / Services / Contacts

Compliance Universe

- All children in foster care who have been in care for at least 30 days and who were still in care at the end of the reporting month.
- Considers only (1) children who have been in foster care for the full month, (2) children who have at least one sibling in foster care, and (3) children who are not placed with the same provider as their siblings.
- Excludes:
 - Children in the same placement as their siblings.
 - Out of state ICPC children, children on Runaway status, and children in a Trial Home Visit.
 - Children with a **Case Type** of *Transitional Youth Services Program*.
 - Children ages 18 or older.
 - Children in any of the following placement settings: *Acute Psychiatric Hospital, Acute CRT, Sub-Acute Psychiatric Hospital, Sub-Acute CRT, Comprehensive Residential Treatment, Hospital (Inpatient), Substance Abuse Treatment (Inpatient), Incarceration, Sex Offender Treatment (Inpatient), SRP Residential Treatment, SRP CRT, SRP-Therapeutic Foster Care, ILP Sponsor, ILP (Residential), Youth Services/Serious Offender Program, or DYS After Care.*
 - Children with a biweekly sibling visitation waiver for any contact during the month (the **Contact Type** must be *Parental/Sibling Visitation Waiver Request* and the **Bi Weekly Sibling Visitation Waiver** box must be checked).

Compliance Requirements/Details

- Visits must be documented in the **Contacts Log** on the **Contacts** screen.
- **Contact Purpose** must be *Family Visitation (foster child/parent/sibling/etc)*.
- Visits must occur during each of two 15-day intervals during the reporting month to be in compliance.
 - The first interval runs from the 1st until the 15th day of the month; the second interval runs from the 16th until the last day of the month.
- **Visitation Type** must be *Father -All Children, Mother -All Children, Parents -All Children, or Sibling*.
- **Visit Status** must be *Completed, Cancelled by Family, Cancelled Otherwise, No-Show, or Waived*.
 - *Canceled by Agency* is **not** compliant.
- Compliance percentages are categorized into the following:
 - 100 percent compliance → A visit was made during each of the two intervals during the reporting month.
 - 50 percent compliance → A visit was made during one of the two intervals during the reporting month.
 - 0 percent compliance → No visits were made during the reporting month.

COMPLIANCE OUTCOME REPORT (COR) USER GUIDE

25 – Children in foster care 14 years of age or older are provided with instruction for development of independent living skills.

Screen Path: Workload / Assess/Plan / Placement Plan / Child Info

Compliance Universe

- All children 14 years or older who have been in foster care for at least 30 days and are in foster care at the end of the reporting month.
- Excludes:
 - Out of state ICPC Children.
 - Children ages 18 or older.
 - Children on Runaway status.
 - Children who are not capable of receiving independent living services (see checkbox **Client Not Capable of Receiving IL Services** in the **Independent Living Checklist** screen).

Compliance Requirements/Details

- Child must be receiving independent living skills.
 - Any training listed under the **Life Skills Training** box, located in the **Placement Plan Child Information** screen, is in compliance.

COMPLIANCE OUTCOME REPORT (COR) USER GUIDE

26 – Children in foster care 16 years of age or older are evaluated every 12 months to determine independent living skills.

Screen Path: Workload / Services / IL / IL Checklist

Compliance Universe

- All children in foster care 16 years or older who have been in care for at least 6 months and are in care at the end of the reporting month.
- Excludes:
 - Out of state ICPC children.
 - Children on Runaway status.
 - Children ages 18 or older.
 - Children who are not capable of receiving independent living services (see checkbox **Client Not Capable of Receiving IL Services** in the **Independent Living Checklist** screen).
 - Children who refuse to receive or participate in independent living services (see checkbox **Youth Refused To Participate in ILP** in the **Independent Living Checklist** screen).

Compliance Requirements/Details

- The **Life Skills Assessment Date** in the **Independent Living Checklist** screen must have been completed within 12 months prior to the first day of the reporting month.

COMPLIANCE OUTCOME REPORT (COR) USER GUIDE

27 – Children with siblings in foster care are placed together.

Screen Path: Workload / Placement / Place

Compliance Universe

- Considers only (1) children who have been in foster care for at least 30 days, (2) children who have at least one sibling in foster care, and (3) children who were still in care at the end of the reporting month.
- Excludes:
 - Out of state ICPC children.
 - Children on Runaway status.
 - Children in a Trial Home Visit.
 - Children with a **Case Type** of *Transitional Youth Services Program*.
 - Children in foster care ages 18 or older.
 - Children in any of the following placement settings: *Acute Psychiatric Hospital, Acute CRT, Sub-Acute Psychiatric Hospital, Sub-Acute CRT, Comprehensive Residential Treatment, Hospital (Inpatient), Substance Abuse Treatment (Inpatient), Incarceration, Sex Offender Treatment (Inpatient), SRP Residential Treatment, SRP CRT, SRP-Therapeutic Foster Care, ILP Sponsor, ILP (Residential), Youth Services/Serious Offender Program, DYS After Care, DDS Specialized Community Home, DDS Supportive Living, DDS Service-ICF-MR, Education Services (Residential), Maternity Services (Residential), Vocational/Technical (Residential), Therapeutic Foster Care, or Pre-Adoptive Home.*

Compliance Requirements/Details

- This COR element uses the Resource IDs of each child's placement provider to determine whether (1) all siblings are placed together, (2) a sibling is placed with at least one sibling, or (3) none of the eligible siblings are placed together.

COMPLIANCE OUTCOME REPORT (COR) USER GUIDE

28 – Notice is given for cases in which a change in placement occurs (Placement Plan).

Screen Path: Workload / Assess/Plan / Placement Plan / Notices

Compliance Universe

- All foster care cases open for at least 30 consecutive days from the child's most recent home removal date.
- The placement change is made in the month previous to the reporting month.

Compliance Requirements/Details

- **28A** Notice of placement change must be given to the foster parent/provider
 - Measured from the **Placement Information to Provider** in the **Placement Notifications** screen.
 - Notice must be sent between the date of the placement change and 20 days before the move.
- **28B** Notice of placement change must be given to biological parents (CFS 300)
 - Measured from the **Placement Notifications** screen.
 - Notice must be sent between the date of the placement change and 20 days before the move.
 - Excludes notices for parents with a TPR.
- **28C/28D** Notice of placement change must be given to Court Appointed Special Advocate (CASA) and Attorney Ad Litem to be in compliance (CFS 300A).
 - Measured from the **Placement Notifications** screen.
 - Notice must be sent between the date of the placement change and 20 days before the move.
- **Exit Reason** must be either *Discharged to Less Restrictive Placement, Independent Living, Placement Contract Ended, Placement with Siblings/Proximity to Family, Placement cannot meet the child's behavioral treatment, Placement cannot meet the child's medical treatment, or Placement with Relative (Foster Care).*

COMPLIANCE OUTCOME REPORT (COR) USER GUIDE

29 – Children entering foster care due to severe maltreatment or evidence of acute illness or injury receive Initial Health Screening within 24 hours.

Screen Path: Workload / Client / Medical / Med. Visits (*Visit designation*)
Workload / Removal (*Priority Type designation*)

Compliance Universe

- Children who are removed from the home for at least 24 hours during the reporting month.
- The child's **Assigned Investigation Priority Level Response** must be set to **One** in the **Child's Removal from PRFC** screen.

Compliance Requirements/Details

- The medical **Visit Reason** must be *Initial Health Screening* on the child's **Medical Visits** screen.
- Children must undergo the medical visit within 24 hours of their removal from home to be in compliance.
- Children are only considered for compliance once for each foster care episode.

COMPLIANCE OUTCOME REPORT (COR) USER GUIDE

30 – Children entering foster care receive Initial Health Screening within 72 hours.

Screen Path: Workload / Client / Medical / Med. Visits (*Visit designation*)
Workload / Removal (*Priority Type designation*)

Compliance Universe

- Children who are removed from the home for at least 72 hours during the reporting month.
- The child's **Assigned Investigation Priority Level Response** must be set to **Two** in the **Child's Removal from PRFC** screen.
- Excludes any children considered for **COR Element #29**.

Compliance Requirements/Details

- The medical **Visit Reason** must be *Initial Health Screening* on the child's **Medical Visits** screen.
- Children must undergo the medical visit within 72 hours of their removal from home to be in compliance.
- Children are only considered for compliance once for each foster care episode.

COMPLIANCE OUTCOME REPORT (COR) USER GUIDE

31 – Foster care children have Comprehensive Health Assessments completed within 60 days.

Screen Path: Workload / Client / Medical / Med. Visits

Compliance Universe

- All children who entered foster care two months prior to reporting month and in care for 60 days or longer.
- Excludes:
 - Any child who had been in foster care previously during the last six months.
 - Children on Runaway status.

Compliance Requirements/Details

- The medical **Visit Reason** must be *Comprehensive Health Assessment* on the child's **Medical Visits** screen.
- Children must undergo the medical visit within 60 days of their removal from the home.
- Children are only considered for compliance once for each foster care episode.

COMPLIANCE OUTCOME REPORT (COR) USER GUIDE

32 – Foster care children have Medical History and Current Health Status completed within 30 days.

Screen Path: Workload / Client / Medical / History

Compliance Universe

- All children who have been in foster care for 30 days or longer at the end of the reporting month.

Compliance Requirements/Details

- The **Medical History** text box and **Medical Conditions** text box—both located in the **Current Medical / Medical History Information** screen—must **not** be left blank.

COMPLIANCE OUTCOME REPORT (COR) USER GUIDE

33 – A Permanency Planning Hearing is conducted for foster children who have been in care for 12 months or more.

Screen Path: Workload / Court / Hearing / Detail

Compliance Universe

- All children in foster care under the age of 18 who have been in care for at least 12 months and are still in care at the end of the reporting month.

Compliance Requirements/Details

- In the **Court / Hearing / Detail** screen, a **Hearing / Review Type** of *Permanency Planning* must be documented for children who meet the above criteria.
- The **Hearing / Review Date** must be any date after the removal date.
- Children are only considered for compliance once for each foster care episode.

COMPLIANCE OUTCOME REPORT (COR) USER GUIDE

34 – A petition for TPR (Termination of Parental Rights) has been filed for all children who have been in foster care for 15 of the most recent 22 months.

Screen Path: Workload / Court / Par Rights / Terminate

Compliance Universe

- All children who have been in foster care for at least 15 of the most recent 22 months and are in care during the reporting month. If the child has multiple episodes of removal in the past 22 months, the sum of all episodes in the last 22 months will be considered.
- Excludes:
 - Children whose TPR pertains to a previous adoption and the TPR date is before the removal date.
 - Children for whom there was a compelling reason for not petitioning for TPR (see checkbox **Compelling Reason For No TPR Petition** in the **Courts / Hearing / Hearing Child Information** screen).
 - Children for whom reasonable efforts were not made to reunite the child with the family (see checkbox **Reasonable Efforts Not Made to Reunite Child with Family** in the **Courts / Hearing / Hearing Child Information** screen).

Compliance Requirements/Details

- A TPR petition must be filed any date after the child's removal for children who are less than 18 years of age and who fit the above criteria.

COMPLIANCE OUTCOME REPORT (COR) USER GUIDE

35 – Foster homes have had an annual evaluation.

Screen Path: Provider / Serv. Mgmt / Re-Eval

Compliance Universe

- Foster homes are considered for compliance each year.
 - Foster homes must be open at the end of the reporting month to be considered for compliance.
 - Foster homes do not need to have any children in placement to be considered for compliance.
 - The type of **Service Provided** must be Foster Family Home, Therapeutic Foster Home, Pre-Adoptive Home, or DDS Specialized Community Home to be considered for compliance.

Compliance Requirements/Details

- The foster home's **Re-Evaluation Status**, located in the **Provider Re-evaluation** screen, must be *Current*.