Purpose of Child Welfare Data Dashboard Aid

The purpose of this document is to aid local child welfare agencies in understanding federal and state performance measures, specifically the key data entry fields within the Social Services Information System (SSIS).

Child Welfare Data Dashboard Description

Minnesota’s public child welfare system is designed to serve the state’s children and families as well as the communities in which they live and work. Performance measures help monitor the outcomes of children touched by the child welfare system: The department, and its county and tribal partners, are responsible to ensure children:

- Are safe
- Remain with their families when safe to do so
- Receive services so children can return safely home and receive support to remain at home safely
- Live in safe, stable homes with relatives whenever possible
- Achieve permanency through adoption, if needed.

The Child Welfare Data Dashboard is intended to provide information to the public as well as county and tribal decision-makers on nine state measures and seven federal measures used to monitor the status of children served by Minnesota’s child welfare system. The Child Welfare Data Dashboard is split into two separate dashboards: federal performance measures and state performance measures. The federal performance dashboard contains all seven of the new Child Family Services Review Round 3 performance measures. The state performance dashboard contains measures pertaining timeliness to face-to-face contact, caseworker contact, relative care, maltreatment re-reporting, physical health exams, and aging out of foster care. Additionally, the dashboards are updated monthly, by the 15th of each month and data entry done between updates is automatically updated and performance is adjusted to reflect the data changes.

For additional information, including measure calculations, refer to the Minnesota Child Welfare Data Dashboard Help Document. Resources for data entry may be found on the Social Service Information System (SSIS) Resource Page, including training and system documentation.

State Performance Measures

This section describes the key data entry points for each of the state measures and includes relevant screen-shots from SSIS.

Timeliness Measures: Overall Timeliness, 24 hour response (Family Investigations), Five day response (Family Investigation), Five day response (Family Assessment). The denominator for the three Timeliness measures is a count of children identified as an alleged victim in a child maltreatment report (CMR) that was closed during a year time period. The closed date is based on the End date in the Child Maltreatment Report when the Report status is “Assessment completed”. Refer to the Minnesota Child Maltreatment Intake, Screening and Response Path Guidelines for more information.

- Overall timeliness: calculations are made to determine if the first face-to-face contact with the alleged child victim occurred within the specified time frame (according to allegations and response path)
- 24 hour response (Family Investigations with a substantial child endangerment allegation): calculations are made to determine if the Date/Time of the first face-to-face contact with the child was fewer than 24 hours from the CP Intake Close Date/Time field.
- Five day response (Family Investigation without a substantial child endangerment allegation): calculations are made to determine if the Date/Time of the “child observation Interview” was less than 5 days (120 hours) different from the CP Intake Close Date/Time field.
• **Five day response (Family Assessment without a substantial child endangerment allegation):** calculations are made to determine if the **Date/Time** of the “Child observation Interview” was less than 5 days (120 hours) different from the CP Intake **Close Date/Time** field.

The key to this measure is timely contact with the child and accurate entry of the Child Observation/Interview in the **Chronology** folder. The **Contact** section should be accurately completed, with particular attention to selecting the child’s name in the **Contact With** box. Additionally, the child should be selected in the **Regarding** field. It is also suggested that the **Purpose** field is completed with a short description such as “Initial face to face Child Observation of Vanessa Greene”, so it is easier to locate the child interview in Chronology.

**Chronology> Child Maltreatment Report/Victim Information tab (Child Observation/Interview)**

![Chronology screenshot](image)

If a child interview does not occur, it should be recorded in the **Child Maltreatment Report**, in the **Victim Information** folder. Children for whom there was a reason indicated why the child was unable to be interviewed or observed, or whom were subjects of a report that was unable to be concluded are excluded from the analysis altogether (MN Rule 9560.0220, Subp. 3).

**Case Worker Visits**

This measures looks at what percentage of months included a face-to-face visit with a case worker for all children in out-of-home care, during the given period, for every month which required a face-to-face contact with a child. For purposes of this measure any full month that a child was in out-of-home care is included. For example, if a child entered care on February 1 and was discharged on March 1, February would be included as a month a case worker visit was required, but March would not be.

Children on runaway status or on trial home visit status continue to be included in the data calculation. However, a visit must be made each month by a case worker; this includes any caseworker the title IV-B/IVE agency has assigned or contracted with for case management or visitation responsibility.

The key to this measure is to ensure entry of visits with children in out-of-home care (including Trial home visits) as Activities in Chronology. For the **Status** field, Completed should be selected. For the **Method** field, **Face-to-face**
should be selected. The child should be selected in the **Regarding** field and in the **Contact With** field. Additionally, the **Date field** should be completed to accurately reflect the time the visit occurred.

**Chronology> Activity**

![Activity screenshot](image)

**Relative Care**

This state measure looks at the percentage of days children, under age 18, spent in a relative care setting (i.e.: Pre-adoptive home – relative, Pre-Kinship home – relative, and Foster family home – relative), out of all of the days they spent in all family foster care setting during the year. The key to this measure is accurate data entry in the **Placements/Locations/Absences** folder.
Physical Health at Entry

This state measure looks at the percentage of the children entering out-of-home care in a year, who stayed for at least 30 days, what percentage received either a medical exam or a comprehensive child and teen checkup within 30 days of entering or in the 12 months prior to entering out-of-home care. The performance standard is 70% or greater. The key to this measure is documenting the child’s medical or Child and Teen Check-up in their Medication/Check-up folder.

Maltreatment Rereporting

This measure looks at the percentage of children who had a screened in and completed maltreatment report in the prior year and then had a subsequent report within 12 months. If an alleged victim is identified in multiple screened-in and completed reports, the first report is used. Reports that occur within 14 days after the initial report are considered to be “related” and are not considered as a “re-report”. If alleged victims are identified in multiple follow-up reports (the 12 months follow-up window) the first subsequent report is used. The performance standard is 15.2%
or less. The state performance standard: 15.2% or less. The key to this measure is accurate entry of Child maltreatment reports, specifically the Child Maltreatment Report tab (status field), and the Allegations tab, in all Family Investigations and Facility Investigations.

*Child Maltreatment report > Allegations tab*

![Image of Allegations tab]

**Aging Out of Foster Care**

This measure looks at what percentage of children had been in out-of-home care for one or more years, of children who were discharged from foster care to emancipation or turned 18 while in foster care during a year. The performance standard is 70.0% or less.

The key to this measure is to accurately enter birth dates, to accurately enter Continuous Placement start and end dates within 30 days of occurring, as well as selecting the correct Reason Discharged.

*Continuous Placement > Reason Discharged*

![Image of Continuous Placement]

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*Child Welfare Dashboard Aid 8/10/2017*
Federal Measures

This section describes the key data entry points for each of the federal measures, including relevant screen-shots from SSIS.

Maltreatment Recurrence

This measure looks at the percentage of determined victims in screened in and completed maltreatment reports that had a subsequent maltreatment report within 12 months, in which they were again determined victims of maltreatment. If a determined victim is identified in multiple screened-in and completed reports, the first report is used. Reports that occur within 14 days after the initial report are considered to be “related” and are not considered as a “re-report”. If determined victims are identified in multiple follow-up reports (the 12 months follow-up window) the first subsequent report is use. The federal standard is 9.1% or less. The key to this measure is accurate entry of Child maltreatment reports, specifically the Victim Information tab and the Allegations tab, in all Family Investigations and Facility Investigations.

Child Maltreatment report> Conclusions tab

Maltreatment in Foster Care

This measure looks at how many children had a maltreatment determination while in care per 100,000 days spent in foster care, of all children in foster care during the year. The Federal Performance Standard: 8.5 victimizations or less per 100,000 days in care. The key to this measure is timely and accurate entry of Child Maltreatment reports as well as accurately and timely entry of Continuous Placements and Placement/Locations/Absences.

Foster Care Re-Entry

This measure looks at what percentage of children who were discharged from foster care re-entered within 12 months. Only cases where a) a child was discharged to reunification, living with a relative, or guardianship and b) the continuous placement episode lasted less than 12 months are considered for this measure. The federal performance standard: 8.3% or less. The key to this measure is timely and accurate entry of Continuous Placements and Placement/Locations/Absences.

Permanency Measures:

The three permanency measures all look at timeliness of discharge of children from foster care. All three measures have different numerators and denominators. The key to these three measures, however, are timely and accurate entry of Continuous Placements and Placement/Locations/Absences.
- **Permanency: 12 months:** This measure looks at what percent are discharged to permanency (i.e., reunification with parents, caregivers, living with relative, guardianship, adoption) within 12 months of entering foster care of all children who enter foster care in the year. The federal performance standard: 40.5% or greater.

- **Permanency: 12-23 months:** This measure looks at what percent are discharged to permanency (i.e., reunification with parents, caregivers, living with relative, guardianship, adoption) within 12 months of entering foster care for all the children that had been in foster care between 12 and 23 months on the first day of the year. The federal performance standard: 43.6% or greater.

- **Permanency: 24 months:** This measure looks at what percent are discharged to permanency (i.e., reunification with parents, caregivers, living with relative, guardianship, adoption) within 12 months of entering foster care for all the children that had been in foster care between 12 and 23 months on the first day of the year. The federal performance standard: 30.3% or greater.

**Placement Stability**

This performance measure looks at the number of placement moves per 1,000 days spent in foster care for all the children who entered foster care in the year. The federal performance standard is 4.12 moves per 1,000 days in care. The key to this measure is timely and accurate entry of Continuous Placements and Placement/Locations/Absences.