

APPENDICES

Appendix 1: Quarterly Report/Self Evaluation Form and Work Sheets

Appendix 2: Sample Experiences Report

Appendix 1:

QUARTERLY REPORT/SELF EVALUATION FORM AND WORK SHEETS

The purpose of the quarterly report is to provide Families for Kids and Title IV-E Waiver Demonstration counties with a framework to discuss, document and evaluate activities in system reform. The accompanying worksheets allow counties to match reform actions with major goal areas, anticipated results and measurements, and system outcomes. The following describes each of the items for reporting.

Goal Area: There is a separate page for each of the five FFK/Waiver goals.¹ Although some actions may apply to more than one goal, list an action only once.

Type?: For each of the actions that occurred in a quarter, the type codes give additional description. Choose the code that is most applicable to the action. Use more than one code if needed.

A=Advocacy

C=Communication

D=Development or planning activities (including fundraising)

J=Joint collaborative activities with other agencies

O=Organizational or staffing issues, including restructure or team development

P=Policy and procedural changes, and major practice changes

S=Services, i.e. when a new services is implemented

Init?: Show what initiative provides the most support for this action. This is helpful to distinguish specific outcomes of separate initiatives. If the action is part of more than one initiative, report both in this column.

New?: If this a new activity, one that is attributable to system reform, write “new” in the column? If the action was already common practice in the agency write “ongoing”.

Input?: If this activity was initiated based on input from key stakeholders, i.e. families, other community agencies, write “yes” in this column.

Anticipated Results/Measures: In this column describe the results you have or expect to experience, and how you know you have achieved the expected result. For example, a result of identifying all parenting classes in the county might be to increase parenting class enrollment by 25% by the end of the year. How are you tracking the effects of the action? (Attendance sheets? Surveys and questionnaires? Interviews? Other data collection methods) Please describe using any systems that your agency has developed to track change on Waiver goals in your agency.

In this column, also note examples of interim progress your agency has made toward Waiver goals as a result of work that took place earlier in the demonstration. For example, earlier planning for parenting classes has now resulted in a 10% increase in enrollments and/or the last class included 6 fathers who completed the class. (In previous classes, only 1 or two fathers attended and usually they did not all the sessions.)

¹ FFK counties are also working on three goals in addition to those adopted for statewide system reform: Legal Reform, Children of Color, and Creative Use of Funding. The sheets for those goals are not included here.

Outcomes (Entry, LOS, Reentry): The three major quantitative outcomes identified for FFK and the Waiver project are to reduce entry of children into care, reduce lengths of stay, and prevent reentry. While activities could ultimately cause positive changes in all three outcomes, usually an action will affect one more than another. For each of the actions listed on the self-evaluation worksheet, indicate which of these outcomes is the activity is intended to affect.

In the example above on parenting classes, the most directly related system reform outcome might be reduced entry of children into care. Attention to this part of the self evaluation will allow counties to analyze actions documented on their quarterly reports with trends identified using the analytic county data files.

Goal Area: Community Based Services for Families

Action(s) this Quarter	Type?	Init?	New?	Input?	Results, Measurements, & Follow-up (Interim progress and or obstacles)	Outcomes (Entry, LOS, Reentry)

**A=Advocacy C=Communication D=Development/planning J=Joint w/other agencies O=Organizational/staffing P=Policy
S=Service**

Goal Area: One Coordinated Assessment Process

Action(s) this Quarter	Type?	Init?	New?	Input?	Results, Measurements, & Follow-up (Interim progress and or obstacles)	Outcomes (Entry, LOS, Reentry)

A=Advocacy **C=Communication** **D=Development/planning** **J=Joint w/other agencies** **O=Organizational/staffing** **P=Policy**
S=Service

Goal Area: One Single Social Worker or Social Work Team

Action(s) this Quarter	Type?	Init?	New?	Input?	Results, Measurements, & Follow-up (Interim progress and or obstacles)	Outcomes (Entry, LOS, Reentry)

A=Advocacy **C=Communication** **D=Development/planning** **J=Joint w/other agencies** **O=Organizational/staffing** **P=Policy**
S=Service

Goal Area: One Single, Stable Foster Care Placement

Action(s) this Quarter	Type?	Init?	New?	Input?	Results, Measurements, & Follow-up (Interim progress and or obstacles)	Outcomes (Entry, LOS, Reentry)

A=Advocacy **C=Communication** **D=Development/planning** **J=Joint w/other agencies** **O=Organizational/staffing** **P=Policy**
S=Service

Goal Area: One Year to Permanence

Action(s) this Quarter	Type?	Init?	New?	Input?	Results, Measurements, & Follow-up (Interim progress and or obstacles)	Outcomes (Entry, LOS, Reentry)

A=Advocacy **C=Communication** **D=Development/planning** **J=Joint w/other agencies** **O=Organizational/staffing** **P=Policy**
S=Service

Appendix 2: Sample Experiences Report

Experiences of Children Entering Child Welfare Custody in North Carolina: 1995 - 1999*

	North Carolina					Level 1 Counties					County XXX				
	FY95	FY96	FY97	FY98	FY99	FY95	FY96	FY97	FY98	FY99	FY95	FY96	FY97	FY98	FY99
Pattern of Initial Placements															
Own Home	5%	5%	5%	5%	6%	7%	7%	9%	7%	5%	13%	0%	15%	9%	9%
Relative	14%	14%	15%	18%	19%	14%	16%	13%	24%	21%	22%	10%	0%	17%	25%
Foster Home	42%	41%	40%	43%	41%	44%	38%	41%	36%	38%	17%	30%	38%	30%	41%
Group Homes	3%	5%	4%	6%	6%	3%	4%	4%	8%	6%	0%	0%	0%	9%	13%
Other	17%	15%	12%	8%	10%	14%	14%	10%	6%	8%	13%	25%	8%	9%	6%
Unknown/Missing	18%	20%	23%	20%	19%	18%	20%	22%	20%	21%	35%	35%	38%	26%	6%
Total	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%
Number of children	5237	5155	5269	5290	5232	825	813	789	825	877	23	20	13	23	32
Length of Time in Custody/Placement Authority															
Median Number of Days	483	426	402	398	412	404	351	340	349	302	977	511	236	341	167
% remaining in custody/pa after 3 months	84%	84%	83%	84%	82%	81%	80%	79%	81%	81%	96%	95%	85%	83%	84%
% remaining in custody/pa after 6 months	76%	74%	73%	74%	71%	70%	70%	69%	69%	66%	83%	95%	62%	70%	50%
% remaining in custody/pa after 12 months	60%	57%	54%	53%	53%	53%	49%	48%	49%	45%	69%	58%	31%	43%	25%
% remaining in custody/pa after 18 months	46%	42%	40%	40%	NA	43%	34%	35%	35%	NA	60%	42%	23%	39%	NA
% remaining in custody/pa after 24 months	35%	33%	32%	32%	NA	33%	26%	26%	28%	NA	60%	26%	0%	22%	NA
% remaining in custody/pa after 36 months	22%	20%	20%	NA	NA	20%	15%	NA	NA	NA	28%	16%	NA	NA	NA
% in custody when record checked 3/31/00	10%	14%	19%	30%	48%	9%	10%	15%	24%	39%	9%	15%	0%	17%	19%
Experiences of Children Ever Placed in Non-Family Care															
Number of children	1039	1053	1022	1136	1132	140	167	154	166	194	8	5	5	8	8
Proportion of children	20%	20%	19%	21%	22%	17%	21%	20%	20%	22%	35%	25%	38%	35%	25%
Median number of days in non-family care	107	119	141	142	111	153	125	211	185	134	336	331	130	182	102
Median number of days in custody/pa	675	618	621	585	594	690	473	574	594	458	NA	NA	NA	NA	NA
Disruptions in Care															
% remaining in own home only	3%	3%	3%	3%	3%	4%	4%	4%	4%	2%	13%	0%	15%	9%	0%
% remaining with relative only	8%	8%	9%	10%	11%	9%	10%	7%	11%	12%	4%	10%	0%	4%	22%
% in other/non facility arrangements	10%	11%	11%	10%	10%	9%	14%	13%	14%	9%	17%	35%	15%	9%	9%
% with only 1 licensed facility	39%	40%	40%	38%	42%	41%	39%	44%	36%	49%	39%	35%	31%	48%	56%
% with 2 licensed facilities	17%	16%	17%	18%	18%	15%	16%	15%	20%	16%	0%	0%	38%	22%	6%
% with 3 licensed facilities	8%	9%	9%	10%	8%	9%	8%	9%	8%	6%	13%	5%	0%	0%	3%
% with four or more licensed facilities	15%	14%	12%	12%	8%	13%	9%	7%	7%	7%	13%	15%	0%	9%	3%
Re-entry to Custody/Placement Authority															
# of children who left custody/pa	4690	4445	4255	3722	2696	748	728	673	624	NA	21	17	13	19	NA
# of children who re-entered custody/pa	348	310	314	226	165	54	63	68	NA	NA	1	1	0	NA	NA
Re-entry rate	7%	7%	7%	6%	6%	7%	9%	10%	NA	NA	5%	6%	0%	NA	NA

*This report tracks the experiences of children each fiscal year who entered DSS custody/placement authority for the first time in their lives.

NA = data not available due to insufficient follow-up time

Note: Percentage totals may be slightly greater than or less than 100% due to rounding.

Data from SIS on 03/31/00