

	INDIANA DEPARTMENT OF CHILD SERVICES CHILD WELFARE MANUAL	
	Chapter 11: Independent Living	Effective Date: July 1, 2006
	Section 11: Chafee Foster Care Independence Program Data Reporting	Version: 1

POLICY [REVISED]	OLD POLICY: 404.56
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The Indiana Department of Child Services (DCS) will require that outcome measures be collected for all youth being provided Chafee Independent Living (IL) services.

DCS will compile data submitted by Chafee IL contracted service providers.

Code References

[42 USC 677: Chafee Foster Care Independence Program](#)

PROCEDURE

The Chafee IL contracted service provider will:

1. Assure the assessment for Child in Need of Services (CHINS) or Probation youth is completed by:
 - a. Providing the means for the CHINS or Probation youth to complete the Youth in Care Assessment at <http://www.caseylifeskills.org/pages/assess/whatis.htm>, or
 - b. Completing the Adult Reporter for Youth in Care Assessment if the youth is not available or cannot be located; and

2. Assure the assessment for emancipated youth is completed by:
 - a. Providing the means for all youth receiving voluntary services to complete the Emancipated Young Adult or Youth Adult in Aftercare Assessment at <http://www.caseylifeskills.org/pages/assess/whatis.htm>, or
 - b. Completing the Adult Reporter for Emancipated Young Adult or Young Adult in Aftercare Assessment will be completed by the service provider, if the youth is not available or cannot be located to complete the assessment personally.

The DCS Permanency Manager will:

1. Obtain data pulls from the <http://www.caseylifeskills.org/pages/assess/whatis.htm> quarterly; and
2. Compare reported information to information provided by the [Discharge Summary \(SF53247\)](#) in the Indiana Child Welfare Information System.

PRACTICE GUIDANCE

When to Complete the Assessment

The Chafee IL contracted service provider must have the assessment completed following six (6) months of service provision to the referred youth and at the dismissal of service provision to the

youth. The service provider will make every effort to have the assessment completed by the youth.

Accessing the Assessment Websites

Most contracted agencies have been assigned an agency code to identify the region and county from which the youth was referred and the agency providing services. Agencies without assigned agency codes must develop a code for each region and county served using the following information: **IN + Region + County + Your Own Agency ID**. When new agency codes are developed, the new codes must be provided to the State IL Coordinator. Examples of agency codes are as follows:

1. **IN0145DCS, Region 1, Lake County, Agency Name;**
2. **IN1831DCS, Region 18, Harrison County, Agency Name; and**
3. **IN1148DCS, Region 11, Madison County, Agency Name.**

When a youth begins an assessment or an agency worker is completing an assessment as an Adult Reporter, a youth ID must be established to identify the youth's assessment. Each assessment will be identified by the youth's ID and the agency ID. This will allow for comparison of the initial assessment at six (6) months with the closure assessment to determine outcomes based on the services provided.

Each agency may register on the website in order to obtain data pulls of each type of assessment that has been completed for their agency in a given time period. This will also allow DCS to obtain data pulls to gather information across the State regarding the outcomes of youth being provided Chafee IL services.

Providing the Assessment to DCS

The assessment may be automatically emailed to the Family Case Manager (FCM) or the Probation Officer for all CHINS and Probation youth by entering the worker's email address on the initial page of the assessment. The assessment that is completed by youth receiving voluntary services is to be emailed to the IL Specialist.

FORMS AND TOOLS

1. All assessment tools are available at <http://www.caseylifeskills.org/pages/assess/whatis.htm>.
2. [Discharge Summary \(SF53247/CW 3347\)](#) – Available in the Indiana Child Welfare System.

RELATED INFORMATION

Outcome Measures Report

Entry into this website replaces the paper Outcome Measures Report that was previously required by all Chafee IL contracted service providers.