

AFCARS TIMELINESS ERRORS

AFCARS = Adoption Foster Care Analysis Reporting System

The CAPS system submits information to the ACF (Administration for Children and Families) AFCARS system for statistical purposes. AFCARS checks to make sure that certain information in CAPS has been entered in a timely manner. If the information is not entered in a timely manner, AFCARS flags it as a timeliness error, and the State of Montana can be penalized by having federal monies withheld.

The following can create a timeliness error:

1. If the removal service information is entered on SERN more than 60 days after the removal actually took place.
EXAMPLE: Removal actually took place on 01/01/2008
Removal not entered on system until 03/15/2008
2. If the placement exit information is entered on PLAD more than 60 days after the exit actually took place.
EXAMPLE: Placement actually ended on 01/01/2008
Placement exit date not entered until 03/15/2008
3. On IARL/IARD, a FCR (Foster Care Review) or a PER (Periodic Review) must be entered in the system every six months.
4. For Youth Court/DOC clients, all of these timeliness errors apply, with the exception of detention placements.