

Report 5319 – Detail Report Timeliness of CPS Investigations

Last Updated: 8/4/2008

Report Number: 5319
Report Name: CAPS – Detail Report Timeliness of CPS Investigations
Agency: DPHHS
Division Using Report: Child and Family Services
Report Sponsor: Ryan Tofflemire
Report Type: RDS

Report Summary:

This report summarizes report/referrals with statistical information to ensure that CPS investigations are being completed in a timely manner. Totals are provided for the number of children reported, females, males and unknowns. The total number of referrals is also reported.

Totals are also reflected for the number of referrals where investigation started within 14 days of being received, started after 14 days of being received, was determined within 60 days, was determined after 60 or is still open and the number of referrals that were not transferred to a field worker from CI.

Report Purpose:

This report will display details about CPS investigations to ensure that the reports are being completed in a timely manner on a monthly basis.

Please Note:

Per CFSD policy effective September 2007, Investigation Length is derived from the report received date of a referral and the investigation end date.

DocuAnalyzer Model Available: No
Screens Used to Generate Report: RRD1, RRD2, CID1, PERD, USMD
Frequency: Monthly
Run Date: 10th Calendar day
Reporting Period: Three months prior to run date. Example: run date is August 8, CCYY the reporting period would be 5/1/CCYY – 5/31/CCYY

Criteria for Extracting Data

It is important to note that the extract programs for this are used by other reports. For this report only the ‘CPS’ report/referrals will appear.

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- The referral must be received within the reporting period
- The referral must be ‘CPS’
- There must be a person attached to the referral with a client category of ‘CH’ (Child)
- There must be a worker assigned to the report/referral

Report Data Fields

Field Name	Field Length	Notes
REGION	1	This is the region code for the county on the referral on RRD1.
REGION DESCRIPTION	20	This is the region description for the county on the referral on RRD1.
COUNTY	3	This is the county code on the referral on RRD1.
COUNTY DESCRIPTION	28	This is the county description on the referral on RRD1.
WORKER	8	This is the identification number of the worker assigned to the referral on RRD1.
WORKER NAME	30	This is the name of the worker assigned to the referral on RRD1. Name is from USMD.
REPORT NUMBER	7	This is the referral number on RRD1.
CAPS ID	7	This is the CAPS ID of the client on the referral on RRD2.
R/R DATE	8	This is the referral report request received date on RRD1.
SENT TO FIELD DT	8	This is the date the referral was transferred from centralized intake to the field. (When ASSIGNED TO field is updated on RRD1.)
DAYS BEFORE TRNSFR	4	This is a calculated value and is the number of days between the report request received date and the sent to the field date, both from RRD1.
INV STR	8	This is the investigation start date for a referral on RRD1.
INV END	8	This is the investigation end date for a referral on RRD1.
R/R DT TO INV STR	4	This is a calculated value and is the number of days between the report request received date and the investigation start date, both on RRD1.
TOTL INV DAYS	4	This is a calculated value and is the number of days between the report request received date and investigation end date, both on RRD1.
CHILDREN REPORTED	5	This is a calculated value and is the number of children on a CPS referral whose role is ‘V’ or ‘B’ on RRD2. This will display for region, county and state.
FEMALES	5	This is a calculated value and is the number of children reported that have a sex code of F (female) on RRD2.

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MALES	5	This is a calculated value and is the number of children reported that have a sex code of M (male) on RRD2.
SEX UNKNOWN	4	This is a calculated value and is the number of children reported that have a sex code of U (unknown/unborn) on RRD2.
TOTAL REFERRALS	4	This is a calculated value and is the total number of referrals per county, region or state on this report.
# OF REFERRALS WHERE INVESTIGATION STARTED WITHIN 14 DAYS OF BEING RECEIVED	5	This is a calculated value and is the number of report referrals where the investigation began within 14 days of the report request received date on RRD1.
# OF REFERRALS WHERE INVESTIGATION STARTED AFTER 14 DAYS OF BEING RECEIVED	5	This is a calculated value and is the number of report referrals where the investigation began after 14 days of the report request received date on RRD1.
# OF REFERRALS WHERE DETERMINATION OCCURRED WITHIN 60 DAYS	5	This is a calculated value and is the number of report referrals where the total number of investigation days is 60 or less. This is calculated using the report request received date and the investigation end date, both on RRD1.
# OF REFERRALS WHERE DETERMINATION OCCURRED OVER 60 DAYS OR INVESTIGATION IS STILL OPEN	5	This is a calculated value and is the number of report referrals where the total number of investigation days is greater than 60 or the report referral is still open. This is calculated using the report request received date and the investigation end date, both on RRD1.
# OF REFERRALS THAT WERE NOT TRANSFERRED TO THE FIELD	5	This is calculated and is the number of report referrals that were not transferred from centralized intake to the field according to RRD1.

RDS Report Layout –

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DEPARTMENT OF PUBLIC HEALTH AND HUMAN SERVICES
CHILD AND ADULT PROTECTIVE SERVICES
DETAIL REPORT TIMELINESS OF CPS INVESTIGATIONS
REPORTING PERIOD: 02/01/2008 TO 02/28/2008

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REGION - 4: SOUTHWESTERN REGION
COUNTY - 25: LEWIS & CLARK
WORKER - C74142SW: WORKER,SOCIAL

REPORT NUMBER	CAPS ID	R/R DATE	SENT TO FIELD DT	DAYS BEFORE TRNSFR	INV STR	INV END	R/R DT TO INV STR	TOTL INV DAYS
1061	1065	02/03/08	06/12/08	130	02/05/08	02/20/08	2	17
1062	1066	02/03/08	06/12/08	130	02/10/08	02/21/08	7	18
1063	1065	02/03/08	06/12/08	130	02/15/08	02/22/08	12	19
1064	1066	02/03/08	06/12/08	130	02/20/08	04/03/08	17	60
1065	1065	02/03/08	06/12/08	130	02/25/08	04/04/08	22	61
1066	1066	02/04/08	06/12/08	129	02/25/08		21	

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STATE TOTALS

CHILDREN REPORTED : 6
FEMALES : 3
MALES : 3
SEX UNKNOWN : 0
TOTAL REFERRALS : 6

OF REFERRALS WHERE INVESTIGATION STARTED WITHIN 14 DAYS OF BEING RECEIVED : 3
OF REFERRALS WHERE INVESTIGATION STARTED AFTER 14 DAYS OF BEING RECEIVED : 3
OF REFERRALS WHERE DETERMINATION OCCURRED WITHIN 60 DAYS : 4
OF REFERRALS WHERE DETERMINATION OCCURRED OVER 60 DAYS OR INVESTIGATION IS STILL OPEN : 2
OF REFERRALS THAT WERE NOT TRANSFERRED TO THE FIELD : 0

TOTAL REPRESENTS THE NUMBER OF REFERRALS AND IS NOT AN UNDUPLICATED CLIENT COUNT.
INVESTIGATION TIMELINES START WITH R/R DATE PER CFSD POLICY EFFECTIVE SEPTEMBER 2007.