

Tracked Child Roster

Report Background	The Tracked Child Roster report can help supervisors and managers monitor the children currently being tracked by their District/Agency.
Report Purpose	Provides Local Districts and Voluntary Agencies with a detailed list of tracked children in open Family Services Stages in CONNECTIONS.
Target Users	Managers and supervisors from Local Districts and Voluntary Agencies
Classification	Operational report
Prompts	<p>Upon opening the report, users are asked to select one or more values from a list of choices for the following report prompts:</p> <ul style="list-style-type: none"> • <u>District/Agency</u>: Select the name of the Local District or Voluntary Agency for which you want to run the report. Local Districts are listed alphabetically by name with ACS under “New York City DSS”; Voluntary Agencies are listed alphabetically by agency code. • <u>Site Code/Unit Number(s)</u>: Select the office Unit codes that you want to include in the report. Hold down the Ctrl key on your keyboard to select multiple Units or leave the prompt blank to select all. The list is alphabetical by Site ID and Unit Number to uniquely display the office Units for a particular Local District or Voluntary Agency. • <u>Stage type(s)</u>: Select the Stage types (CCR, CWS) that you want to include in the report. • <u>Program Choice(s)</u>: Select one or more Program Choices. If your selections match any of the three Program Choices for a tracked child, the child is included in the report. Choices include: Placement, Preventive Mandated, Preventive Non-Mandated, Protective, and Non-LDSS Custody – Relative Resource Placement.

Notes A tracked child is defined as a child in a Family Services Stage (FSS) with a Type of CWS or CCR *and* who has an active Program Choice and PPG *and* who is receiving Child Welfare services. There is one row of data for each tracked child for each Site/Unit that has a role in the FSS. Therefore, tracked children may be listed multiple times throughout the report – once for each Site/Unit that is involved. This report focuses on the child; worker information is not included.

Data Item	Data Definition
LDSS/Agency Name	<p>The name and 3-digit agency code for the Local District or Voluntary Agency selected at the report prompt. (ACS is listed alphabetically as “New York City DSS”.) This report can be run for only one District or Agency at a time.</p> <p>Since this report provides detailed information, Local District staff must run this report for their own District, and Voluntary Agency staff must run this report for their own Agency.</p>

Data Item	Data Definition
Site Code/ Unit Number	The office Units selected at the report prompt. The drop-down list includes all the Units for the selected District/Agency, not just those Units with tracked children.
Stage Type	The Stage types selected at the report prompt. By definition, a tracked child is linked to a Stage type of CWS (Child Welfare Services) or CCR (Child Case Record). The user may select one or both Stage types for inclusion in the report.
# Tracked Children	A distinct count of the Person ID-Stage ID combination for children currently in open Family Services Stages for the District/Agency selected at the prompt. If a child is part of more than one open Stage, the child is counted more than once. (Although a child should be in only one open Stage at a time, the data may show otherwise.)
# Distinct Children	A distinct count of the Person ID for children currently in open Family Services Stages for the District/Agency selected at the prompt. If a child is part of more than one open Stage, the child is counted only once.
Report Date	The date on which the report was run.
Data as of Date	The latest refresh date of the OCFS Data Warehouse – that is, the last time data was retrieved from CONNECTIONS. Data for this report is refreshed each morning, so data is accurate as of “yesterday”.
Child Name	The last name, first name, and middle initial of the tracked child.
Child Person ID	A unique identifier for the tracked child that is generated from the CONNECTIONS application.
Child CIN	Child Client Identification Number; a unique identifier for the tracked child that is generated from the CCRS application.
Gender	The gender of the tracked child.
DOB	The date of birth of the tracked child.
Race	<p>A description of the tracked child’s race. Values include:</p> <ul style="list-style-type: none"> • Alaskan Native • American Indian • Asian • Asian - Chinese • Asian - Indian • Asian - Japanese • Asian - Korean • Black or African American • Black or African American - Caribbean • Black or African American - Haitian • Black or African American - Native African • Multiple

Data Item	Data Definition
	<ul style="list-style-type: none"> • Native Hawaiian/Pacific Islander • White • Other - Asian • Other - Black or African American • Not Reported
Ethnicity	<p>A description of the tracked child's Latino/Hispanic origin. Values include:</p> <ul style="list-style-type: none"> • Hispanic or Latino • Non-Hispanic or Latino • Not Reported
PPG	<p>Permanency Planning Goal; the goal of the permanent living arrangement for the tracked child. Only children with an active PPG are in the report. Values include:</p> <ul style="list-style-type: none"> • Legalize Living Arrangement with Relative/Resource • Permanent Living Arrangement (Non-Guardianship/Non-Custodian) • Place in another planned living arrangement • Placement for Adoption • Placement with a fit and willing Relative (Non-Guardianship/Custody) • Prevent Placement • Prevent Return to Placement • Protect Child • Referral for Legal Guardianship/Custody • Return to Parent • Reunite with Parent
Program Choice (1, 2, 3)	<p>The purpose for providing services to the tracked child. A tracked child can have between one and three Program Choices. Only children with at least one active Program Choice are in the report. Values include:</p> <ul style="list-style-type: none"> • Placement • Preventive Mandated • Preventive Non-Mandated • Protective • Non-LDSS Custody – Relative Resource Placement
CONN Case ID	A unique number assigned to child welfare cases by CONNECTIONS.

Data Item	Data Definition
WMS Case ID	A unique number assigned to child welfare cases by Welfare Management System (WMS). If there is no WMS Case ID for a particular child, the Case Manager at the Local District has not used the CONNECTIONS "WMS App Reg" or "WMS Sych" buttons to bring this information in from WMS.
Case Name	The family name by which a child welfare case is identified.
CID	The Case Initiation Date of the Family Services case, which takes on the value of the earliest of four possible dates: <ul style="list-style-type: none"> • Date of Application for Services • Date of CPS Indication • Date of Court Order • Date of Placement
Stage ID	The Family Services Stage ID associated with the tracked child's open FSS.
Stage Type	The Stage types associated with the tracked child's open FSS. The value is either CWS (Child Welfare Services) or CCR (Child Case Record).
Stage Start Date	The date the FSS was opened in CONNECTIONS.
Site Code / Unit Number	The 3-digit site code and 3-digit office Unit code for the worker with a role in the FSS of the tracked child. Tracked children will be listed multiple times in the report if more than one Unit is involved with the child.