

APPENDIX A

Case Elimination Criteria

Cases may be excluded in limited circumstances as follows:

- In-home services case open for fewer than 45 consecutive days during the period under review.
- In-home services case in which any child in the family was in foster care for more than 24 hours during the period under review.
- A foster care case that was discharged or closed according to agency policy before the sample period.
- A case open for subsidized adoption payment only and not open to other services.
- A case in which the target child reached the age of 18 before the period under review.
- A case in which the selected child is or was an “incoming” Interstate Compact on the Placement of Children (ICPC) case where the responsibility for that child lies in another state.
- A case appearing multiple times in the sample, such as a case that involved siblings in foster care in separate cases or an in-home services case that was opened more than one time during the sampling period.
- A foster care case in which the child’s adoption or guardianship was finalized before the period under review and the child is no longer under the care of the child welfare or probation agency.
- A case in which the child was placed for the entire period under review in a locked juvenile facility or other placement that does not meet the federal definition of foster care.

Because the state is responsible for the selection of cases, it should be rare that local reviewers encounter these situations. On occasion, reviewers may not be able to arrange key participant interviews. When this occurs, the local reviewer must contact the state for a decision on whether to eliminate the case. Local reviewers do not have the final authority to exclude cases. Under any circumstance where a case is excluded from review, the appropriate tracking document will be completed and submitted to the state in a timely manner.