



Technical Bulletin #1

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Title IV-E Prevention Program Data Elements

March 24, 2025

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¹ OMB Approval number: 0970-0529, Expiration Date: 05/31/2025

Background

On February 9, 2018, the Family First Prevention Services Act was enacted to authorize new optional title IV-E funding for time-limited (1 year) prevention services for mental health/substance abuse, and in-home parent skill-based programs for:

1. a child who is a candidate for foster care (as defined in section 475(13) of the Act),
2. pregnant or parenting youth in foster care, and
3. the parents/kin caregivers of those children and youth (sections 471(e), 474(a)(6), and 475(13) of the Act).

The prevention program authorized by Family First is referred to as the title IV-E prevention program, and the services being provided under this program are referred to as title IV-E prevention services. The title IV-E agencies that elect to implement the title IV-E prevention program are required to submit a 5-year prevention program plan. Additionally, they must provide an assurance in the plan that agencies will report child-specific data to the Department of Health of Human Services as required by section 471(e)(4)(E) of the Act for each child who receives title IV-E prevention services. This data is referred to as Title IV-E prevention services data (IV-E PSD). Please see the following resources for more information:

- [PI-24-10](#) - Published: December 10, 2024 – The purpose of this Program Instruction (PI) is to instruct state title IV-E agencies on the title IV-E prevention program requirements and on the flexibility such agencies may provide to tribes with whom they have agreements under section 472(a)(2)(B)(ii) of the Act.
- [PI-24-11](#) - Published: December 20, 2024 – The purpose of this Program Instruction (PI) is to instruct tribal title IV-E agencies administering or supervising the administration of title IV-E under sections 479B and 471(a) of the Act on the title IV-E prevention program requirements, the exemption of tribal title IV-E agencies from the evaluation waiver and continuous quality improvement requirements, and on the flexibility title IV-E agencies may provide to tribes with whom they have agreements under section 472(a)(2)(B)(ii) of the Act.

The Children's Bureau (CB) will use the information from agencies operating a title IV-E prevention program to calculate annual title IV-E prevention services measures in accordance with section 471(e)(6)(A) of the Act. In addition, CB may use this data to assess the extent to which the provision of the services and programs reduces the likelihood of foster care placement, increases kinship arrangements, or improves child well-being in accordance with section 476(d)(3) of the Act.

Overview of Technical Bulletin

The purpose of this Technical Bulletin is to provide detailed information on the data elements and information that is required to create and submit the IV-E PSD files. Agencies must submit data files in a format that meets Administration for Children and Families (ACF) specifications. CB revised this technical bulletin to explain these specifications, including the Extensible Markup Language (XML) structure of the IV-E PSD files to be used in the transmission of data to the system ([Appendix C](#)) and data elements to be reported ([Appendix B](#)). Agencies will be required to submit data on all children with a prevention plan on a 6-month (per federal fiscal year) basis with a transmission period of 45 days.

Reporting Population

There are two distinct reporting populations that agencies must include in their submissions. These are the populations for whom or on whose behalf prevention services are provided:

1. a child who is a candidate for foster care (as defined in section 475(13) of the Act)
2. pregnant or parenting youth in foster care.

Agencies must include program and services data for any candidate for foster care (as defined in section 475(13) of the Act) whose title IV-E prevention plan is active during the reporting period. Thus, for the first reporting period that an agency is required to submit data, the reporting population includes any candidate whose prevention plan started before the reporting period and whose plan was still active on the first day of the reporting period. The submissions should include all the programs and services that were provided to or on behalf of the candidate as part of their prevention plan.

For example, if a candidate had a prevention plan that began in May, prior to the October 1 reporting period start date, and that plan was still active, then that candidate should be included in the reporting period.

Agencies must continue to include data related to the candidate's prevention plan for each reporting period until the candidate exits the reporting population, which occurs 24 months after the prevention plan start date. This means that agencies will submit services data from prior reporting periods even after the prevention plan ends, for as long as the candidate remains in the reporting population.

A pregnant or parenting foster youth enters the reporting population on the title IV-E prevention plan start date (element 8) and exits the reporting population 12 months after the start date. Agencies must submit program and services data for any pregnant or parenting youth whose title IV-E prevention plan start date falls in the reporting period or is active on the first day of the first reporting period. For the first reporting period that an agency is required to submit data, the reporting population includes any pregnant or parenting youth whose prevention plan started before the reporting period and whose plan was still active on the first day of the reporting period. The submissions should include all the program and services that the pregnant or parenting youth received as part of their prevention plan.

Agencies are not required to provide information for elements 13, 14, and 14a for pregnant or parenting youth who are in foster care. Therefore, agencies should indicate null values for these elements. The following sections provide additional information about entering null values.

Data File Structure

Information Common to other Children's Bureau's Data Sets

Information that is in the title IV-E prevention services dataset and is also reported in the

Adoption and Foster Care Analysis and Reporting System (AFCARS), National Child Abuse and Neglect Data System (NCANDS), and/or National Youth in Transition Database (NYTD) needs to be consistent across data systems. This information includes, but may not be limited to:

- Title IV-E Agency (element 1). This is the title IV-E agency responsible for submitting the IV-E PSD. For state and territorial agencies, the title IV-E agency identifier is the 2-digit state Federal Information Processing Standards (FIPS) 2 code. The state FIPS codes can be located on the Census Bureau's website and are maintained by the American National Standards Institute.² For Tribal agencies, the title IV-E agency identifier is the last three digits of the Environmental Protection Agency (EPA) Tribal identifier data code standard. The "Tribal Entity Mapping" Excel spreadsheet is maintained and updated on the EPA's website.³
- Child Identifier (element 2). This identifier should be the unique identifier associated with the candidate or pregnant or parenting youth in foster care. For candidates, the AFCARS record number should be used if it has already been assigned. If an AFCARS identifier/record number has never been assigned to a candidate, the title IV-E agency should assign a unique value that will become their AFCARS record number if they enter foster care. For pregnant or parenting youth in foster care, the AFCARS record number will be their child identifier for this data file.

This supports the CB's ability to follow the experiences of individuals through our data systems. The agency must apply and retain the same encryption routine or method for the child identifier across all report periods. The child identifier must be encrypted in accordance with ACF standards.⁴

Overview of XML

XML uses tags (angle brackets) to mark up, structure, and annotate data in a way that is both readable by computers and legible to users. Extensible means that users can define and extend markup elements to meet their own requirements.

XML was chosen for use with the IV-E PSD file because it offers distinct advantages as a file format.

- XML is stored in plain text for maximum system compatibility.
- XML is widely used and is based on defined standards.
- Because of its extensibility, XML may be tailored to the requirements of the title IV-E prevention services system.

² Census FIPS Codes: <https://www.census.gov/geographies/reference-files/2021/demo/popest/2021-fips.html>

³ EPA Tribal identifier data standards: <https://www.epa.gov/data-standards/tribal-identifier-data-standard>

⁴ For information on encryption, see AFCARS Technical Bulletin #21 - Technical Bulletin 21: XML File Structure & Encryption: <https://www.acf.hhs.gov/cb/laws-policies/technical-bulletins/afcars>

- XML is self-documenting, so the markup provides semantic information on the file contents.
- XML provides a flexible means of providing contextual structure to hierarchical and other complex data.
- XML is easily parsed, so the marked-up information may be read and extracted from the file without difficulty.

Requirements for the Structure of Title IV-E Prevention Services XML Data Files

- A valid transmission will consist of a IV-E PSD file.
- The data file will be well-formed XML documents in accordance with defined World Wide Web Consortium (W3C) XML standards (see <http://www.w3.org/TR/REC-xml>).
- The overall structure of the XML-based data file is dictated by an associated W3C XML Schema (Family_First_XMLSchema.xsd); see [Appendix C](#).
- The XML structure must begin with a proper XML declaration, including the appropriate character encoding.
- The required encoding is UTF-8 Unicode, with the corresponding initial declaration:
 - Only the 128 characters defined by the ASCII encoding schema may be included in the data, except for the record number (element F2 – Child Identifier). The record number must contain only printable UTF-8 characters and exclude the defined control characters (such as 0 to 31 and 127) and unassigned characters (such as 129, 141, 143, 144, 157).
- Except for characters used in the encrypted child identifier (data element F2), all other data in the file should be standard (not extended) printable ASCII and should exclude the defined control characters (0 to 31 and 127).
- Additionally, the data within XML element tags must exclude several characters with special syntactic meaning in XML:
 - the ampersand character (&),
 - the left-angle bracket character (<),
 - the right-angle bracket character (>),
 - the single quotation mark ('), and
 - the double quotation mark (").
- To indicate a null value in XML, there should be nothing between the opening and closing tags of an element. Below is an example for “null” in element 12:
 - <F12_service_end_date></F12_service_end_date>

XML Data Tags

The naming convention for XML tags is based on the title IV-E prevention services data elements, as defined in [Appendix B](#). The name of the XML tag for a title IV-E prevention services data element consists of an initial “F,” plus the element number, followed by a descriptive name in lowercase with underscores separating words, for example:

<F1_title_iv_agency> = Element 1: Title IV-E Agency

A list of the XML tags for each IV-E PSD element is provided in [Appendix B](#).

Grouping of Elements

The XML schema for each file groups some of the elements for two purposes:

1. to logically group a set of related elements; and
2. to nest an element, or series of elements, that can occur more than once, e.g., services.

The IV-E PSD file consists of a top level (root) element, <acf:data>. Data elements containing data global to the whole file are included directly under <acf:data>, e.g., <F1_title_iv_agency>. Beneath <acf:data> each file includes a group element, <records>, which contains multiple <record> group elements: each child <record> corresponds to all the title IV-E prevention service data for an individual child on a given prevention plan. [Appendix A](#) shows diagrams of the groupings.

Appendix A – Title IV-E Prevention Services Data File Structural Hierarchy and Element Groupings

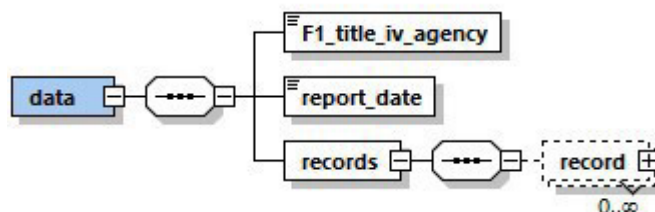
Data

XML provides a structural hierarchy to a data file by organizing the data into nested sets of tags to reflect one-to-many and other dependent relationships between elements. For example, one child may have multiple service records. The following figures show the grouping of the elements for the IV-E PSD file.

Figure 1 shows the root element and its direct child elements. The data for the title IV-E PSD service XML files are nested within the root XML tag, <acf:data>. Directly within this are two data elements pertaining to the entire file:

- (1) the title IV-E agency, and
- (2) the reporting period, as well as the records element that contains a record element for every child and prevention plan.

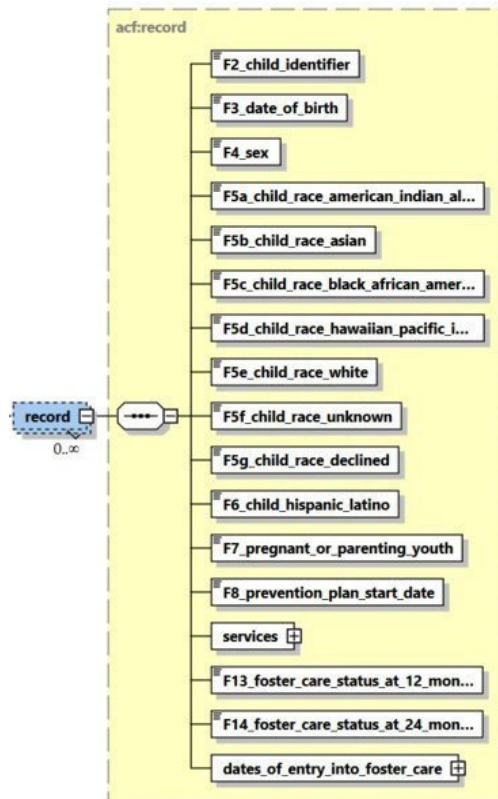
Figure 1 - The root element data and its child elements



Record

Figure 2 shows the structure of the record element and its associated child elements. Since a child can receive more than one service during a prevention plan, service information is nested within the services element. Likewise, since there can be multiple dates of entry into foster care, they are nested within the dates_of_entry_into_foster_care element.

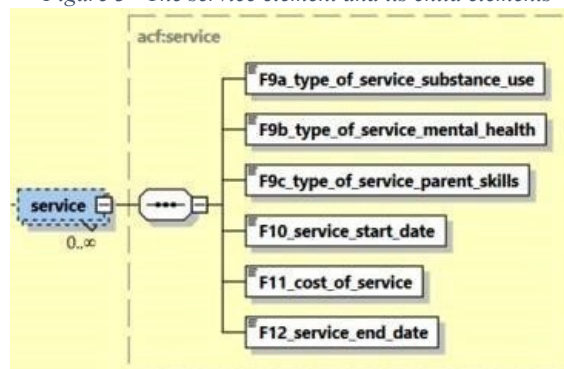
Figure 2 - The record element and its child element



Services

The services element contains 0 or more service elements that contain the details of each service provided during the prevention plan. Figure 3 shows the service element and its child elements.

Figure 3 - The service element and its child elements



Dates of Entry into Foster Care

Figure 4 shows the element dates_of_entry_into_foster_cares consist of 0 or more elements of F14a_date_of_entry_into_foster_care.

Figure 4 - The dates of entry into foster care elements and its child element



Appendix B – Data Elements and XML Tags for Title IV-E Prevention Services Data File

Element No.	Element name	Definition	XML tag name	Data Constraint
1	Title IV-E Agency	Indicate the title IV-E agency responsible for submitting the data.	F1_title_iv_agency	<u>String</u> State agencies: 2-digit state FIPS code ⁵ Tribal agencies: 3-digit EPA Tribal standard code ⁶
	Report Date	Indicate the date that corresponds with the end of the report period.	report_date	<u>Date</u> YYYYMM
2	Child Identifier	Indicate the child's identifier/record number. This is an encrypted, unique person identification number that is the same for the child across all report periods agencywide.	F2_child_identifier	<u>String</u> Encrypted (by ACF Standards), unique within title IV-E agency
3	Date of Birth	Year, month, and day of the child's birth.	F3_date_of_birth	<u>Date</u> YYYYMMDD
4	Sex	Indicate as appropriate.	F4_sex	<u>Numeric</u> 1 = Male 2 = Female
5a	Race – American Indian or Alaska	A person having origins in any of the original peoples of North or South America (including	F5a_child_race_american_indian_alaska_native	<u>Numeric</u> 0 = No 1 = Yes

⁵ Census FIPS Codes: <https://www.census.gov/geographies/reference-files/2021/demo/popest/2021-fips.html>

⁶ EPA Tribal identifier data standards: <https://www.epa.gov/data-standards/tribal-identifier-data-standard>

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Element No.	Element name	Definition	XML tag name	Data Constraint
	Native	Central America), and who maintains tribal affiliation or community attachment.		
5b	Race – Asian	A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent, including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.	F5b_child_race_asian	<u>Numeric</u> 0 = No 1 = Yes
5c	Race – Black or African American	A person having origins in any of the black racial groups of Africa.	F5c_child_race_black_african_american	<u>Numeric</u> 0 = No 1 = Yes
5d	Race – Native Hawaiian or Other Pacific Islander	A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.	F5d_child_race_hawaiian_pacific_islander	<u>Numeric</u> 0 = No 1 = Yes
5e	Race – White	A person having origins in any of the original peoples of Europe, the Middle East, or North Africa.	F5e_child_race_white	<u>Numeric</u> 0 = No 1 = Yes
5f	Race – Unknown	The child's race is unknown because the race, or at least one race of the child, is unknown or the child and/or parent is not able to communicate the child's race.	F5f_child_race_unknown	<u>Numeric</u> 0 = No 1 = Yes
5g	Race – Declined	The child or parent(s) or legal guardian(s) has declined to identify a race.	F5g_child_race_declined	<u>Numeric</u> 0 = No 1 = Yes

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Element No.	Element name	Definition	XML tag name	Data Constraint
6	Hispanic or Latino Ethnicity	<p>Answer “yes” if the child is of Mexican, Puerto Rican, Cuban, Central or South American origin, or a person of other Spanish cultural origin regardless of race. Whether or not a person is Hispanic or Latino is determined by how they define themselves or by how others define them. In the case of young children, parents determine the ethnicity of the child.</p> <p>Declined – The child or parent(s) or legal guardian(s) has declined to identify ethnicity.</p> <p>Unknown – The child and/or parent is unable to communicate the child’s ethnicity</p>	F6_child_hispanic_latino	<u>Numeric</u> 0 = No 1 = Yes 8 = Declined 9 = Unknown
7	Pregnant or Parenting Youth in Foster Care	Is the child a pregnant or parenting youth in foster care as described in section 471(e)(2)(B) of the Act?	F7_pregnant_or_parenting_youth	<u>Numeric</u> 0 = No 1 = Yes
8	Prevention Plan Start Date	Indicate the year, month, and day that the title IV-E agency identified the child in a prevention plan.	F8_prevention_plan_start_date	<u>Date</u> YYYYMMDD
9a	Type of Service – Substance abuse prevention and treatment services	Identify the title IV-E prevention service category for each service provided during the 12-month period beginning on the prevention plan start date.	F9a_type_of_service_substance_use	<u>Numeric</u> 0 = No 1 = Yes
9b	Types of Service – Mental Health	Identify the title IV-E prevention service category for each service provided during the 12-month period beginning on the prevention plan start date.	F9b_type_of_service_mental_health	<u>Numeric</u> 0 = No 1 = Yes

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Element No.	Element name	Definition	XML tag name	Data Constraint
9c	Types of Service – In-home parent skill-based programs	Identify the title IV-E prevention service category for each service provided during the 12-month period beginning on the prevention plan start date.	F9c_type_of_service_parent_skills	<u>Numeric</u> 0 = No 1 = Yes
10	Service Start Date(s)	Enter the start date(s) of the title IV-E prevention service(s).	F10_service_start_date	<u>Date</u> YYYYMMDD
11	Cost of Service(s)	Enter the total expenditures for each title IV-E prevention service provided within the 12 months following the prevention plan start date.	F11_cost_of_service	<u>Numeric</u> Dollar amount (round to the nearest dollar)
12	Service End Date(s)	Enter the date(s) that each title IV-E prevention service ended. Note: This date cannot be after the 12 months following the prevention plan start date. If the title IV-E prevention service is still being provided as of the end of the report period, please indicate Null.	F12_service_end_date	<u>Date</u> YYYYMMDD Null
13	Foster Care Placement Status at 12 months from prevention plan start date	Indicate whether the candidate was in foster care exactly 12 months from the prevention plan start date.	F13_foster_care_status_at_12_months	<u>Numeric</u> 0 = No 1 = Yes Null
14	Foster Care Entry	Indicate whether the candidate entered foster care as defined in 45 CFR 1355.20 within 24 months of the prevention plan start date.	F14_foster_care_status_at_24_months	<u>Numeric</u> 0 = No 1 = Yes Null
14a	Date of Entry into Foster Care	If yes to #14, enter year, month, and day of each entry into foster care.	F14a_date_of_entry_into_foster_care	<u>Date</u> YYYYMMDD

Appendix C – XML Schema Definition for the Title IV-E Prevention Services Data File

The schema document can be downloaded from the Children’s Bureau [website](#).

```
<?xml version="1.0" encoding="UTF-8" ?>
<xs:schema xmlns:acf="http://www.acf.hhs.gov"
targetNamespace="http://www.acf.hhs.gov"
xmlns:xs="http://www.w3.org/2001/XMLSchema"
xmlns:vc="http://www.w3.org/2007/XMLSchema-versioning"          vc:minVersion="1.1">
  <xs:element name="data">
    <xs:complexType>
      <xs:sequence>
        <xs:element name="F1_title_iv_agency" type="acf:twoOrThreeChars" />
      </xs:sequence>
    </xs:complexType>
  </xs:element>
  <xs:element name="report_date" type="acf:dateYM" />
  <xs:element name="records">
    <xs:complexType>
      <xs:sequence>
        <xs:element name="record" type="acf:record"          minOccurs="0" maxOccurs="unbounded"/>
      </xs:sequence>
    </xs:complexType>
  </xs:element>
  <xs:complexType name="record">
    <xs:sequence>
      <xs:element name="F2_child_identifier" type="acf:twelveChars" />
      <xs:element name="F3_date_of_birth" type="acf:dateYMD" />
      <xs:element name="F4_sex" type="acf:domainOneTwoOrNull" />
      <xs:element name="F5a_child_race_american_indian_alaska_native" type="acf:noYesNumeric" />
      <xs:element name="F5b_child_race_asian" type="acf:noYesNumeric" />
      <xs:element name="F5c_child_race_black_african_american" type="acf:noYesNumeric" />
      <xs:element name="F5d_child_race_hawaiian_pacific_islander" type="acf:noYesNumeric" />
      <xs:element name="F5e_child_race_white" type="acf:noYesNumeric" />
      <xs:element name="F5f_child_race_unknown" type="acf:noYesNumeric" />
      <xs:element name="F5g_child_race_declined" type="acf:noYesNumeric" />
      <xs:element name="F6_child_hispanic_latino" type="acf:domainZeroOneEightNine" />
      <xs:element name="F7_pregnant_or_parenting_youth" type="acf:noYesNumeric" />
      <xs:element name="F8_prevention_plan_start_date" type="acf:dateYMD" />
      <xs:element name="services">
        <xs:complexType>
          <xs:sequence>
            <xs:element name="service" type="acf:service" minOccurs="0" maxOccurs="unbounded"/>
          </xs:sequence>
        </xs:complexType>
      </xs:element>
      <xs:element name="F13_foster_care_status_at_12_months" type="acf:noYesNumericOrNull" />
      <xs:element name="F14_foster_care_status_at_24_months" type="acf:noYesNumericOrNull" />
      <xs:element name="dates_of_entry_into_foster_care">
        <xs:complexType>
          <xs:sequence>
            <xs:element name="F14a_date_of_entry_into_foster_care" type="acf:dateYMD"          minOccurs="0" maxOccurs="unbounded"/>
          </xs:sequence>
        </xs:complexType>
      </xs:element>
    </xs:sequence>
  </xs:complexType>
</xs:schema>
```

```

<xs:complexType name="service">
  <xs:sequence>
    <xs:element name="F9a_type_of_service_substance_use" type="acf:noYesNumeric"/>
    <xs:element name="F9b_type_of_service_mental_health" type="acf:noYesNumeric"/>
    <xs:element name="F9c_type_of_service_parent_skills" type="acf:noYesNumeric"/>
    <xs:element name="F10_service_start_date" type="acf:dateYMD" /
  > <xs:element name="F11_cost_of_service" type="xs:int" />
  <xs:element name="F12_service_end_date" type="acf:dateYMDOrNull" /> </xs:sequence>
</xs:complexType>

<xs:simpleType name="dateYM">
  <xs:restriction base="xs:string">
    <xs:pattern value="\d{6}" /> </
  xs:restriction>
</xs:simpleType>

<xs:simpleType name="dateYMD">
  <xs:restriction base="xs:string">
    <xs:pattern value="\d{8}" /> </
  xs:restriction>
</xs:simpleType>

<xs:simpleType name="dateYMDOrNull">
<xs:restriction base="xs:string">
  <xs:pattern value="\d{8}|\s{0}" />
  </xs:restriction>
</xs:simpleType>

<xs:simpleType name="twoOrThreeChars">
  <xs:restriction base="xs:string">
    <xs:pattern value=".{2,3}" />
  </xs:restriction>
</xs:simpleType>

<xs:simpleType name="twelveChars">
<xs:restriction base="xs:string">
  <xs:pattern value=".{12}" />
  </xs:restriction>
</xs:simpleType>

<xs:simpleType name="noYesNumeric">
<xs:restriction base="xs:string"> <xs:pattern value="[01]" />
  </xs:restriction>
</xs:simpleType>

<xs:simpleType name="domainOneTwoOrNull">
  <xs:restriction base="xs:string">
    <xs:pattern value="[12]\s{0}" /> </
  xs:restriction>
</xs:simpleType>

<xs:simpleType name="domainZeroOneEightNine">
  <xs:restriction base="xs:string">
    <xs:pattern value="[0189]" /> </
  xs:restriction>
</xs:simpleType>

<xs:simpleType name="noYesNumericOrNull">
  <xs:restriction base="xs:string">
    <xs:pattern value="[01]\s{0}" /> </
  xs:restriction>
</xs:simpleType>
</xs:schema>

```

Appendix D – Examples of What to Report and for How Long

What to Report and for How Long: Pregnant or Parenting Youth

Figure 5 is an example of what should be reported for a pregnant or parenting youth and for how long. It consists of a series of adjacent boxes designed to represent consecutive 6-month prevention program data collection periods. A solid black line shows a sample prevention plan for a pregnant or parenting youth that starts on January 1, 2022, and ends 12 months later on December 31, 2022.

Figure 5 - What to Report and For How Long Pregnant or Parenting Youth Example



Based on this sample prevention plan, Table 1 shows for each submission what services (elements 9a–9c), costs (element 11), and foster care entries elements to report (elements 13, 14, and 14a).

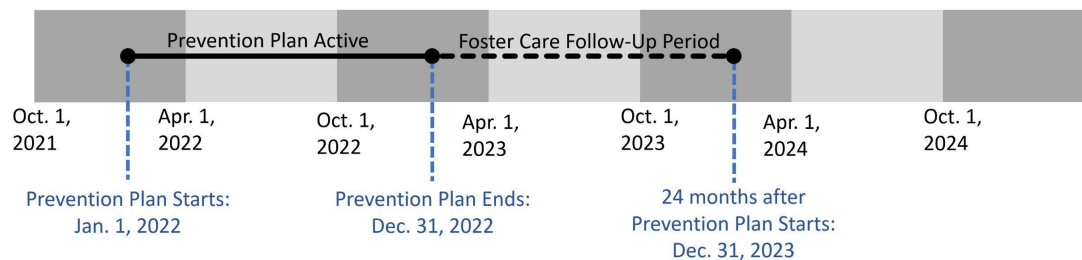
Table 1 - What to Report and For How Long Pregnant or Parenting Youth Example

Submission Date	Window Start	Report Services/Costs From	Foster Care Entries Elements
Apr. 1, 2022		Jan. 1, 2022, to Mar. 31, 2022	Not Applicable
Oct. 1, 2022		Jan. 1, 2022, to Sept. 30, 2022	Not Applicable
Apr. 1, 2023		Jan. 1, 2022, to Dec. 31, 2022	Not Applicable
Oct. 1, 2023		Out of the reporting population	Not Applicable

What to Report and for How Long: Candidate for Foster Care

Figure 6 is an example of what to report for a candidate for entry into foster care and for how long. It consists of a series of adjacent boxes designed to represent consecutive 6-month prevention program data collection periods. A solid black line shows a sample prevention plan for a candidate for entry into foster care that starts on January 1, 2022, and ends 12 months later on December 31, 2022. A dotted line shows the foster care follow-up period extending an additional 12 months until December 31, 2023.

Figure 6 - What to Report and For How Long Candidate for Foster Care Enters Foster Care Example



Based on this sample prevention plan, Table 2 shows for each submission what service (elements 9a–9c), costs (element 11), and foster care entries elements to report (elements 13, 14, and 14a).

Table 2 - What to Report and For How Long Candidate for Foster Care Enters Foster Care Example

Submission Date	Window Start	Report Services/Costs From	Foster Care Entries Elements
Apr. 1, 2022		Jan. 1, 2022, to Mar. 31, 2022	Not Applicable
Oct. 1, 2022		Jan. 1, 2022, to Sept. 30, 2022	Not Applicable
Apr. 1, 2023		Jan. 1, 2022, to Dec. 31, 2022	Foster Care Placement Status at 12 Months
Oct. 1, 2023		Jan. 1, 2022, to Dec. 31, 2022	Foster Care Placement Status at 12 Months
Apr. 1, 2024		Jan. 1, 2022, to Dec. 31, 2022	Foster Care Placement Status at 12 Months, Foster Care Entry
Oct. 1, 2024		Out of the reporting population	Out of the reporting population

What to Report and for How Long: Candidate for Foster Care Who Enters Foster Care

Figure 7 is an example of what to report for a candidate for entry into foster care who enters foster care, and for how long to report the data. It consists of a series of adjacent boxes designed to represent consecutive 6-month prevention program data collection periods. A solid black line shows a

sample prevention plan for a candidate for entry into foster care that starts on January 1, 2022, and ends on July 1, 2022, due to the candidate entering foster care. A dotted line shows the foster care follow-up period extending until December 31, 2023, 24 months after the prevention plan start date.

Figure 7 - What to Report and For How Long Candidate for Foster Care Example



Based on this sample prevention plan, Table 3 shows for each submission what service (elements 9a–9c), costs (element 11), and foster care entries elements to report (elements 13, 14, and 14a).

Table 3 – What to Report and For How Long Candidate for Foster Care Example

Submission Window Start Date	Report Services/Costs From	Foster Care Entries Elements
Apr. 1, 2022	Jan. 1, 2022, to Mar. 31, 2022	Not Applicable
Oct. 1, 2022	Jan. 1, 2022, to July 1, 2022	Foster Care Entry
Apr. 1, 2023	Jan. 1, 2022, to Dec. 31, 2022	Foster Care Placement Status at 12 Months, Foster Care Entry
Oct. 1, 2023	Jan. 1, 2022, to Dec. 31, 2022	Foster Care Placement Status at 12 Months, Foster Care Entry
Apr. 1, 2024	Jan. 1, 2022, to Dec. 31, 2022	Foster Care Placement Status at 12 Months, Foster Care Entry
Oct. 1, 2024	Out of the reporting population	Out of the reporting population

What to Report and for How Long: Candidate for Foster Care Sequential Prevention Plans

Prevention plans are limited to 12-month periods at a time. However, it may be necessary to have sequential prevention plans in cases where services are still needed after the end of the first prevention plan. If the prevention plan is for a candidate for entry into foster care, each of these prevention plans

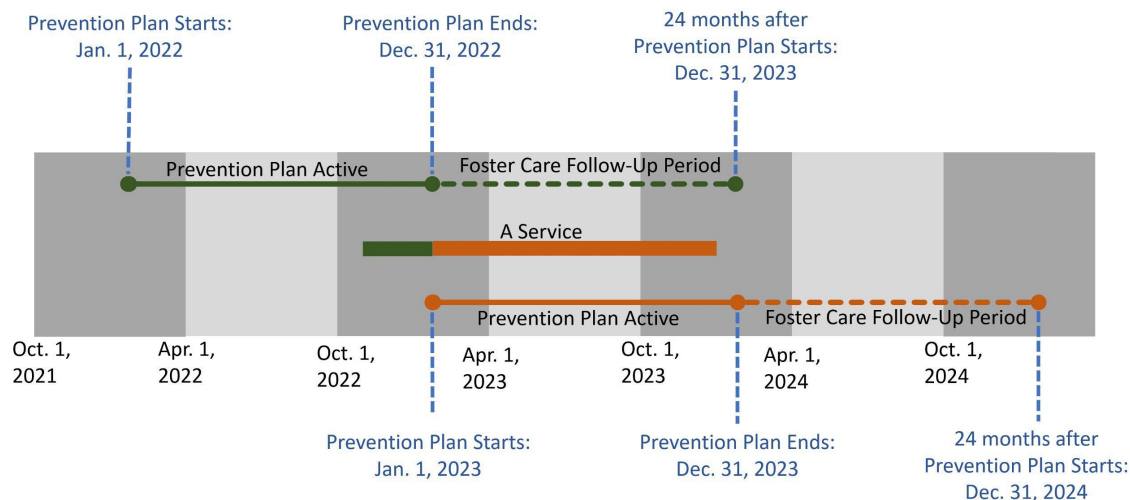
require separate reporting for the foster care elements. This can result in a single entry to foster care being reported for two different prevention plans for the same child.

Figure 8 shows two sequential prevention plans. It consists of a series of adjacent boxes designed to represent consecutive 6-month prevention program data collection periods. The solid green line shows a sample prevention plan for a candidate for entry into foster care that starts on January 1, 2022, and ends on December 31, 2022, 12 months later. The solid orange line shows another prevention plan for the same child starting on January 1, 2023, and ending on December 31, 2023.

Both prevention plans depicted also have separate foster care follow-up periods. The dotted green line shows the first prevention plan's follow-up period ending December 31, 2023, 24 months after its associated prevention plan started. The dotted orange shows the first prevention plan's follow-up period ending December 31, 2024, 24 months after its associated prevention plan started.

The thick solid line represents a service that starts as part of the first prevention plan but continues into the second prevention plan. Since the first prevention plan ends on December 31, 2022, data on this service provided up to that date should be included as part of the first prevention plan. Data on this service provided after December 31, 2022, should be included as part of the second prevention plan.

Figure 8 - What to Report and For How Long Candidate for Foster Care Sequential Prevention Plans Example



Program and services data associated with the first prevention plan should be reported in each of the three reporting periods. Foster care elements should be reported through the end of the fifth reporting period, which is when 24 months have elapsed from the first prevention plan start date.

Additionally, program and services data for the second prevention plan should be reported in the third, fourth, and fifth reporting periods. Foster care elements for the second prevention plan should be reported through the end of the seventh reporting period, which is when 24 months have elapsed from the second prevention plan start date.

Appendix E – Data Quality Rules as of March 6, 2025

Appendix E lists the data quality rules that will be applied to elements contained in the uploaded files.

F2_missing_or_empty

F2_child_identifier cannot be missing or empty.

F2_missing_or_empty

F2_child_identifier should be 12 characters long and should not contain illegal characters in XML [<, >, “, ’, `].

F2_F8_unique_inconsistency

There should be only one record with the same F2_child_identifier and F8_prevention_plan_start_date in the file.

F3_missing_or_empty

F3_date_of_birth cannot be missing or empty.

F3_out_of_range

F3_date_of_birth should be a valid YYYYMMDD.

F3_out_of_range_100_years

F3_date_of_birth cannot be any date after the transmission processing date or more than 100 years before the transmission processing date.

F3_report_date_inconsistency

F3_date_of_birth should be before the reporting period end date.

F3_F7_inconsistency

If F7_pregnant_or_parenting_youth = 1 (Yes), current age of pregnant or parenting youth should be > 8.

F4_out_of_range

F4_sex should be 1 (Male) or 2 (Female) or null (Other).

F5_inconsistency

At least one of data elements F5a - F5g should be 1 (Yes).

F5a_missing_or_empty

F5a_child_race_american_indian_alaska_native cannot be missing or empty.

F5a_out_of_range

F5a_child_race_american_indian_alaska_native should be 0 (No) or 1 (Yes).

F5b_missing_or_empty

F5b_child_race_asian cannot be missing or empty.

F5b_out_of_range

F5b_child_race_asian should be 0 (No) or 1 (Yes).

F5c_missing_or_empty

F5c_child_race_black_african_american cannot be missing or empty.

F5c_out_of_range

F5c_child_race_black_african_american should be 0 (No) or 1 (Yes).

F5d_missing_or_empty

F5d_child_race_hawaiian_pacific_islander cannot be missing or empty.

F5d_out_of_range

F5d_child_race_hawaiian_pacific_islander should be 0 (No) or 1 (Yes).

F5e_missing_or_empty

F5e_child_race_white cannot be missing or empty.

F5e_out_of_range

F5e_child_race_white should be 0 (No) or 1 (Yes).

F5f_missing_or_empty

F5f_child_race_unknown cannot be missing or empty.

F5f_out_of_range

F5f_child_race_unknown should be 0 (No) or 1 (Yes).

F5g_inconsistency

If F5g_child_race_declined = 1 (Yes), data elements F5a - F5g should all be 0 (No).

F5g_missing_or_empty

F5g_child_race_declined cannot be missing or empty.

F5g_out_of_range

F5g_child_race_declined should be 0 (No) or 1 (Yes).

F6_missing_or_empty

F6_child_hispanic_latino cannot be missing or empty.

F6_out_of_range

F6_child_hispanic_latino should be 0 (No) or 1 (Yes) or 8 (Declined) or 9 (Unknown).

F7_missing_or_empty

F7_pregnant_or_parenting_youth cannot be missing or empty.

F7_out_of_range

F7_pregnant_or_parenting_youth should be 0 (No) or 1 (Yes).

F8_missing_or_empty

F8_prevention_plan_start_date cannot be missing or empty.

F8_out_of_range

F8_prevention_plan_start_date should be a valid YYYYMMDD.

F8_out_of_range_100_years

F8_prevention_plan_start_date cannot be any date after the transmission processing date or more than 100 years before the transmission processing date.

F8_report_date_inconsistency

F8_prevention_plan_start_date should be on or before the reporting period end date.

F8_F3_inconsistency

F8_prevention_plan_start_date should be on or after F3_date_of_birth.

F9_inconsistency

At least one of data elements F9a_type_of_service_substance_use, F9b_type_of_service_mental_health, and F9c_type_of_service_parent_skills should be 1 (Yes).

F9a_missing_or_empty

F9a_type_of_service_substance_use cannot be missing or empty.

F9a_out_of_range

F9a_type_of_service_substance_use should be 0 (No) or 1 (Yes).

F9b_missing_or_empty

F9b_type_of_service_mental_health cannot be missing or empty.

F9b_out_of_range

F9b_type_of_service_mental_health should be 0 (No) or 1 (Yes).

F9c_missing_or_empty

F9c_type_of_service_parent_skills cannot be missing or empty.

F9c_out_of_range

F9c_type_of_service_parent_skills should be 0 (No) or 1 (Yes).

F10_missing_or_empty

F10_service_start_date should not be missing or empty.

F10_out_of_range

F10_service_start_date should be a valid YYYYMMDD.

F10_out_of_range_100_years

F10_service_start_date cannot be any date after the transmission processing date or more than 100 years before the transmission processing date.

F10_report_date_inconsistency

F10_service_start_date should be on or before the reporting period end date.

F10_F3_inconsistency

F10_service_start_date should be on or after F3_date_of_birth.

F10_F8_inconsistency

F10_service_start_date should be on or after F8_prevention_plan_start_date.

F10_F12_inconsistency

F10_service_start_date should be on or before F12_service_end_date.

F11_missing_or_empty

F11_cost_of_service cannot be missing or empty.

F11_out_of_range

F11_cost_of_service should be a whole number.

F12_out_of_range

F12_service_end_date should be a valid YYYYMMDD.

F12_out_of_range_100_years

F12_service_end_date cannot be any date after the transmission processing date or more than 100 years before the transmission processing date.

F12_report_date_inconsistency

F12_service_end_date should be on or before the reporting period end date.

F12_F8_inconsistency

F12_service_end_date should be within 12 months after F8_prevention_plan_start_date.

F12_missing_F14a_inconsistency

If there are one or more valid YYYYMMDD entries for F14a_date_of_entry_into_foster_care, F12_service_end_date should not be null (Service has not ended).

F12_F14a_inconsistency

If F7_pregnant_or_parenting_youth = 0 (No), all entries for F12_service_end_date should be before the earliest entry for F14a_date_of_entry_into_foster_care.

F13_out_of_range

F13_foster_care_status_at_12_months should be 0 (No) or 1 (Yes) or null (Not applicable).

F13_F7_F8_after_followup_inconsistency

If F7_pregnant_or_parenting_youth = 0 (No) and report_date > 12 months after F8_prevention_plan_start_date, F13_foster_care_status_at_12_months should be 0 (No) or 1 (Yes).

F13_F7_F8_before_followup_inconsistency

If F7_pregnant_or_parenting_youth = 0 (No) and report_date < 12 months after F8_prevention_plan_start_date, F13_foster_care_status_at_12_months should be null (Not applicable).

F14_out_of_range

F14_foster_care_status_at_24_months should be 0 (No), 1 (Yes) or null (Not applicable).

F14a_out_of_range_100_years

F14a_date_of_entry_into_foster_care cannot be any date after the transmission processing date or more than 100 years before the transmission processing date.

F14a_F7_inconsistency

If F7_pregnant_or_parenting_youth = 0 (No), F14a_date_of_entry_into_foster_care should be a valid YYYYMMDD.

F14a_F7_report_date_inconsistency

All entries for F14a_date_of_entry_into_foster_care should be on or before the reporting period end date.

F14_F7_F8_after_followup_inconsistency

If F7_pregnant_or_parenting_youth = 0 (No) and report_date > 24 months after
F8_prevention_plan_start_date, F14_foster_care_status_at_24_months should be 0 (No) or 1 (Yes).

F14_F7_F8_before_followup_inconsistency

If F7_pregnant_or_parenting_youth = 0 (No) and report_date < 24 months after
F8_prevention_plan_start_date, F14_foster_care_status_at_24_months should not be 0 (No).

F14a_F7_F8_inconsistency

All entries for F14a_date_of_entry_into_foster_care should be on or after
F8_prevention_plan_start_date.

F14a_F7_F14_false_inconsistency

If F7_pregnant_or_parenting_youth = 0 (No) when F14_foster_care_status_at_24_months = 0 (No),
there should be no entry for F14a_date_of_entry_into_foster_care.

F14a_F7_F14_true_inconsistency

If F7_pregnant_or_parenting_youth = 0 (No) when F14_foster_care_status_at_24_months = 1 (Yes),
there should be at least one entry for F14a_date_of_entry_into_foster_care.

Dropped_Prevention_Plans

At least one prevention plan reported in the prior period's submission is missing from this period's
submission.