AFCARS TIMELINESS ERRORS
AFCARS = Adoption Foster Care Analysis Reporting System

CAPS submits information to the ACF (Administration for Children and Families) AFCARS system for statistical purposes. AFCARS checks to make sure that certain information put into CAPS has been done in a timely manner. If the information is not put into the system 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 <u>more than 60 days</u> after the removal actually took place.

        EXAMPLE: Removal actually took place on 1/1/98
                              Removal not entered on system until 3/2/98

2. If the placement exit information is entered on PLAD <u>more than 60 days</u> after the exit actually took place.

        EXAMPLE: Placement actually ended on 1/1/98
                              Placement exit date not entered until 3/2/98

3. On IARL/IARD, either a FCR (Foster Care Review), CRT (Court Review) or DIS (Dispositional Review) must be entered on the system <u>every six months</u>.

        *   Court Reviews (CRT) will automatically update IARL when a review is entered on CRTD (Court Detail)

4. For Department of Corrections clients, all of these timeliness errors apply, but <u>only if the client is receiving IV-E funding</u>.