

CALIFORNIA DEPARTMENT OF CHILD SUPPORT SERVICES

P.O. Box 419064, Rancho Cordova, CA 95741-9064



October 11, 2006

CSS LETTER: 06-34

ALL IV-D DIRECTORS
ALL COUNTY ADMINISTRATIVE OFFICERS
ALL BOARDS OF SUPERVISORS

SUBJECT: CHANGES TO QUARTERLY DATA RELIABILITY REVIEW

Legislation requires that state-submitted data used to calculate incentive measures be reliable and complete. As outlined in CSS Letter 03-09 dated August 12, 2003, the Department of Child Support Services (DCSS) requires local child support agencies (LCSA) to conduct quarterly case reviews that ensure the accuracy and reliability of reported data. The intent is to rectify problem areas early on in order to meet the federal data reliability standard of 95 percent accuracy, thereby earning State incentives and avoiding penalties.

Currently, the quarterly data reliability reviews include the annual Office of Child Support Enforcement (OCSE) 157 report line items used to calculate individual State performance in the five federal performance measures: Lines 1 and 2 for the Support Orders measure, Lines 24 and 25 for the Current Support measure, and Lines 28 and 29 for the Arrears Support measure. These line items are the same ones reviewed by the federal auditors. Line 16 is also reviewed as it is used to calculate the Statewide Paternity Establishment measure. Refer to OCSE-AT-01-01; and Title IV-D of the Social Security Act, sections 409, 452(a) and (g), 458, and 469 of the for detailed information on incentive formulas and requirements.

Reason for this Transmittal

- State Law or Regulation Change
- Federal Law or Regulation Change
- Court Order or Settlement Change
- Clarification requested by One or More Counties
- Initiated by DCSS

OCSE Action Transmittal (AT) 05-09 dated September 6, 2005, announced in relevant part the following new information related to federal performance measures and data reporting:

- Two new medical support measures have been proposed:
 - medical support establishment, and
 - medical support enforcement
- OCSE-157 reporting mandates have been revised to include the data lines that will be used to calculate performance in the proposed medical support performance measures:
 - (2e) Arrears only IV-D Cases With Orders Established Open at the End of the Fiscal Year (as a subset of Line 2, this data element is already included in the quarterly data reliability reviews);
 - (21) Cases Open at the End of the Fiscal Year In Which Medical Support is Ordered, and;
 - (21a) Cases Open at the End of the Fiscal Year in Which Medical Support is Ordered and Provided (a subset of Line 21).
- States are required to report on the new data lines by October 30, 2006.
- Data lines used to calculate the proposed medical support measures will be subject to data reliability audits.

To ensure the continued completeness and reliability of California's child support program data, the scope of the quarterly data reliability reviews is being expanded to include Line 21 and its subset, Line 21a. Beginning with the Q406 Quarterly Data Reliability Review, LCSA reviewers will examine case data related to Line 21, and record findings on a new screen in the Compliance Review Tool for Child Support (CRTCS) system developed for this purpose. A facsimile of the new screen is attached for your review.

DCSS staff is working with the California Child Support Automated System (CCSAS) design team to ensure that these changes are reflected in Version 2 of the statewide system.

In addition to the new audit area described above, one other change has been implemented that affects the quarterly data reliability reviews: the "Not applicable" answer option has been removed from the Form Entry screens in the CRTCS/DRA system to ensure uniform interpretation and the identification of as many data errors as

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possible. For example, in answering the questions in Audit Area 4 (current support owed and distributed), if current support is owed in a particular case but nothing has been paid or distributed during the report period, some LCSAs have interpreted this to mean the questions are therefore “not applicable” to that case, when in fact, the case should be reviewed to determine that the correct amount is being charged, that past payments have been applied correctly, and that the information on the order matches what is reported in the consortia system.

If you have any questions or concerns regarding these changes, please contact Elizabeth Hepworth via email at elizabeth.hepworth@dcss.ca.gov, or by phone at (916) 464-5807.

Sincerely,

/s/ by Karen Echeverria

KAREN ECHEVERRIA
Deputy Director
Child Support Services Division

cc: IV-D Directors, District Attorneys
County Administrative Offices (CAOs)
Boards of Supervisors

Attachment

Line 21

Please Check One:

All data were found to be correct.

Case contained incorrect data and the following errors were noted:

Number of Cases with Errors by Error Type:

Case should not have been reported as an open case.

Medical support was reported as ordered but was not ordered.

Medical support was reported as provided but was not provided.

Medical support was reported as provided but was not ordered.

Other error type (describe in "Comments" below):

Cause of Error(s):

Data input error

Conversion error

System error other than conversion

Other cause of error (describe in "Comments" below):
