

CPS Reports Run Chart Guide:

Percent of CPS Access Reports that document the non-custodial parent identity.

Instructions:

The 2023 PDSA Collaborative seeks to understand the extent to which non-custodial parents (NCP)s are identified, located, contacted, and engaged at different points in CPS and YJ. As the information we seek to track is not housed within eWiSACWIS, we are asking all PDSA Collaborative members who take Access Reports to track information related to NCPs in the **CPS Report Run Chart_2023 PDSA Collaborative Spreadsheet**.

This document provides definitions regarding the information to gather and examples of what the dataset looks like when filled out. Your data and the data from other agencies will be gathered by WCWPDS and compiled into a run chart to provide insight on this measure over the months of the PDSA Collaborative. An example of a completed run chart is available on the next page as well.

Definitions:

Non-custodial parent(s) are defined as a parent who does not have placement of, live in the home with, or have legal physical custody of their child(ren)/youth. When a family may have multiple non-custodial parents, please consider any of the non-custodial parents when assessing the measure below.

Access Measure #1 Description: Percent of CPS Access Reports where there was documentation of the NCP.

Numerator Statement: Number of CPS Reports initiated during the month where the CPS Professional documented the NCP's identity at the time of the CPS Report, or that information was already documented.

Denominator Statement: Number of CPS Reports initiated during the month where the family may have a NCP. Exclude service reports.

Measure Period: Monthly measure – All CPS Reports received in the one-month timespan.

Data Collection Process

- 1) Each PDSA Collaborative team's Access professional(s) will fill in the chart, every day, to track data in real time.
- 2) The PDSA Team will upload all monthly spreadsheets to PDS Online by the 6th day of the following month.
- 3) WCWPDS will calculate figures each month and place the data within a run chart. This will be discussed with agencies.

Example of Filled in Data Sheet

Case ID	Worker Name	Date Report Received	Reporter	Does this family potentially have a NCP?	Did the CPS Professional document the NCP identity OR was this already documented?
1233455	Worker A	1-Mar-23	Mental Health Professional	YES	YES
1233456	Worker A	2-Mar-23	Relative	YES	YES
1233457	Worker A	3-Mar-23	Other Caregiver of Child Victim	YES	YES
1233458	Worker A	4-Mar-23	Parent of Child Victim	YES	YES
1233459	Worker A	5-Mar-23	Neighbor/Friend	YES	YES
1233460	Worker A	6-Mar-23	Medical Personnel	YES	No
1233461	Worker B	7-Mar-23	Medical Personnel	No	N/A
1233462	Worker B	8-Mar-23	Mental Health Professional	No	N/A
1233463	Worker B	9-Mar-23	Relative	No	N/A
1233464	Worker B	10-Mar-23	Relative	N/A	N/A
1233465	Worker B	11-Mar-23	Social Service Worker	YES	No
1233466	Worker B	12-Mar-23	Social Service Worker	YES	No
TOTAL				8	5

5 CPS Reports with NCP documented / 8 CPS Reports with potential NCP(s) = 63% of CPS Reports with NCP documented for County A in May 2023.

Example Run Chart Combining Data on this Measure, Over Time, Across Multiple Agencies

