

Instructions and Tips for Running the CFSR Round 4 Statewide Data Indicators Syntax



Purpose

These step-by-step directions provide detailed guidance for running the Child and Family Services Review (CFSR) Round 4 SPSS syntax for specific statewide data indicators. Running the syntax allows users to calculate observed performance for an individual state on all or selected CFSR 4 statewide data indicators using data submissions from the Adoption and Foster Care Analysis and Reporting System (AFCARS) and the National Child Abuse and Neglect Data System (NCANDS).

Intended to support child welfare data and IT staff, this publication provides:

- ▶ Detailed information on the key steps for establishing the file structure, preparing files and defining cohorts for analysis, and running the observed performance syntax for desired indicators (see Instructions below)
- ▶ Descriptions of folders, files, and syntax used to calculate data quality (DQ) and observed performance (appendix A)
- ▶ Guidance for documenting data extraction files and executing syntax (appendix B)

The National Child Welfare Center for Innovation and Advancement (NCWCIA) is available to assist with running the syntax and any required troubleshooting.

Instructions

The Children's Bureau (CB) has released a [zip file with the SPSS syntax and supporting files](#) needed to complete data quality checks and calculate observed performance values for a state. CB does not provide the data for analysis. You will need your state's AFCARS and NCANDS data submissions or similarly structured state-generated files. AFCARS and NCANDS data files used must be in SPSS format. For syntax that converts ASCII (text) files to SPSS, please contact NCWCIA at NCWCIA-Info@jbsinternational.com.

The SPSS syntax can only be used for generating a state's observed performance. The risk-standardized performance (RSP), which is reported on the CFSR 4 Data Profile produced by CB, requires access to child-level data from all states and jurisdictions and therefore can only be calculated by CB. The Stata syntax included in the syntax package is used by CB to calculate RSP for each state and is not required to perform data quality checks and calculate observed performance for a single state. It is included only to demonstrate how CB calculates RSP.

There are six observed performance syntax files:

- ▶ Maltreatment in foster care
- ▶ Maltreatment recurrence
- ▶ Permanency (entries)
- ▶ Permanency (first day)
- ▶ Reentry
- ▶ Placement stability

Software Requirements

- ▶ IBM® SPSS® Version 21.0 or higher
 - CFSR SPSS syntax also requires: Python Essentials for IBM® SPSS® Statistics (Please see "Create Source Data Files and Run the Data Quality Syntax" for minor adjustment if using SPSS 23/Python 2 or earlier)
 - CFSR SPSS syntax also requires these extensions: SPSSINC Split Dataset, and SPSSINC Process Files (using the drop down - Extensions\Extension Hub available when running SPSS)
- ▶ Microsoft Excel 2007 or higher

Download and Set Up the CFSR 4 Syntax Zip Folder and Establish the Subfolder and File Structure

The CFSR syntax requires a specific folder, subfolder, and file structure to be in place on the computer where the analysis is run. The location of the folder and subfolders is called the “path.”

Unzip and Save Files

The easiest way to create the folder and subfolder structure is by unzipping the [CFSR_4_Indicator_Syntax_2022.zip](#) file.

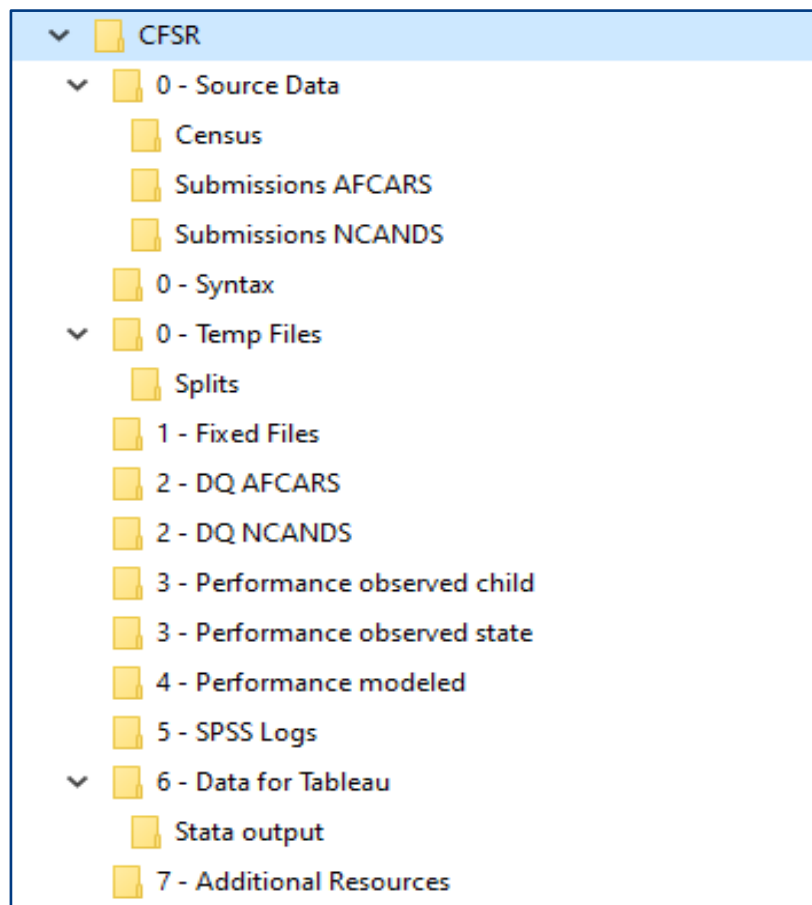
When the CFSR_4_Indicator_Syntax_2022.zip file is unzipped, it will create two folders:

- ▶ One folder named “CFSR Indicator Calculation Syntax” contains the syntax files with the primary code for completing data quality checks and calculating performance on the data indicators.
- ▶ One folder named “CFSR” contains the folders, subfolders, reference files, and auxiliary code called by the primary code.

For more information about this zip file, including a description of its contents, see appendix A.

The syntax contained in the zip folder is designed to work with this CFSR folder structure and its contents saved on the C drive (i.e., C:\CFSR). If you decide to save the CFSR folders in a different location, be aware that you will need to manually change the path location in the syntax where it refers to C:\CFSR. When saved, the folder structure will look like exhibit 1 below.

Exhibit 1. Folder Structure



Prepare Files

Each data indicator uses a specific set of data source files to compute the observed performance. Exhibit 2 describes the data submissions needed to calculate observed state performance. Some indicators use data submissions from earlier years than others because they require that sufficient time has passed to observe an outcome. To run the syntax for all CFSR Round 4 statewide data indicators and time periods, 5 consecutive AFCARS submissions and 2 corresponding NCANDS submissions are needed.

If you plan to run the syntax to produce observed performance for multiple time periods, then you will need to expand the range of AFCARS and NCANDS data submissions that are combined to create the source data files. We recommend that you combine all the files you expect to investigate when you create the source data files.

You can indicate the period of interest when you execute the syntax for a specific indicator, and the code will automatically ignore data outside of that timeframe. Combining many submissions into the source data files all at once can save time and effort later.

Exhibit 2: Cohorts and Corresponding State AFCARS and NCANDS Data Submissions

Data Indicator	AFCARS Semiannual Submissions Needed ¹	NCANDS Annual Submissions Needed ²	12-Month Cohort of Children Whose Outcome Is Evaluated	Special Considerations
Permanency in 12 months for children entering foster care	Five consecutive submissions For example: 19B, 20A, 20B, 21A, 21B	Not applicable (NA)	First two AFCARS periods For example: 19B/20A (04/1/19– 3/31/20)	Consecutive files may begin with either the “A” period or the “B” period
Permanency in 12 months for children in care 12–23 months	Two consecutive submissions For example: 21A, 21B	NA	Same two AFCARS periods For example: 21A/21B (10/1/20– 9/30/21)	Consecutive files may begin with either the “A” period or the “B” period
Permanency in 12 months for children in care 24 months or more	Two consecutive submissions For example: 21A, 21B	NA	Same two AFCARS periods For example: 21A/21B (10/1/20– 9/30/21)	Consecutive files may begin with either the “A” period or the “B” period
Reentry to foster care in 12 months	Four consecutive submissions For example: 20A, 20B, 21A, 21B	NA	First two AFCARS periods For example: 20A/20B (10/1/19– 9/30/20)	Consecutive files may begin with either the “A” period or the “B” period
Placement stability	Two consecutive submissions For example: 21A, 21B	NA	Same two AFCARS periods For example: 21A/21B (10/1/20– 9/30/21)	Consecutive files may begin with either the “A” period or the “B” period
Recurrence of maltreatment	NA	Two consecutive submissions For example: fiscal year (FY) 2019, FY 2020	First NCANDS period For example: FY 2019 (10/1/18–9/30/19)	Children can be first reported in either file as long as the first report date occurred during the time period covered by the first fiscal year included in analysis

¹ AFCARS files are submitted twice during the fiscal year. “A” refers to the 6-month report period, October 1 through March 31. “B” refers to the 6-month report period, April 1 through September 30.

² NCANDS data are submitted for federal fiscal years, October 1 through September 30.

Data Indicator	AFCARS Semiannual Submissions Needed ¹	NCANDS Annual Submissions Needed ²	12-Month Cohort of Children Whose Outcome Is Evaluated	Special Considerations
Maltreatment in foster care	Two consecutive submissions (same periods of time as NCANDS submission) For example: 19A, 19B	Two consecutive submissions For example: FY 2019, FY 2020	Same two AFCARS periods and records from NCANDS period with a report date during the two AFCARS periods For example: AFCARS 19A/19B, NCANDS FY 2019–2020 with report dates between 10/1/18–9/30/19	AFCARS files must represent the beginning and end of a fiscal year (i.e., must be A and B from the same fiscal year, always in AB order) and must correspond with first annual NCANDS file

Define the Cohort of Interest

Each indicator represents a cohort of children that spans a 12-month period. The latest 12-month period differs across the indicators. See exhibit 3 for sample data periods for each indicator and corresponding state AFCARS and NCANDS submissions needed to calculate observed performance.

If you are using the syntax to replicate a value reported by CB, be sure to use the same files that were submitted through the AFCARS and NCANDS submission process for the indicated time frame. Small updates to data may produce different observed values. The run date of the data file is needed to troubleshoot any discrepancies. The table in appendix B can be used to document the data submissions that are used in analysis for later reference.

Agencies may also be interested in using the syntax to monitor improvements over time. This requires running the syntax multiple times with different cohort years.

*Note: Syntax for the “Maltreatment in Foster Care” and “Recurrence of Maltreatment” indicators can only calculate performance for children in foster care during a federal fiscal year (e.g., 20A20B, 21A21B, etc.) and will not calculate performance for rolling 12-month periods (e.g., 20B21A). This is because the calculation for this indicator requires finding the same group of children in AFCARS and NCANDS data submissions for the same timeframe to identify whether they were victims of child maltreatment while in foster care, and NCANDS data is reported for a full fiscal year.

Save the Data Files

Once you have identified the cohort(s) of interest and collected your state’s AFCARS and NCANDS data submission files, you will need to convert the text AFCARS and NCANDS data files to SPSS files and save them to the “0 - Source Data\Submissions AFCARS” and “0 - Source Data\Submissions NCANDS” folders before

analysis. A syntax file is available that will convert a 6-month AFCARS txt file to the same format as the SPSS file used by CB staff. SPSS versions of a state’s annual NCANDS submissions are sent to the state in the validation packet provided by the NCANDS contractor after a submission is accepted. If you do not have an SPSS version of the NCANDS file available, syntax is available that will convert a txt version of the NCANDS file to SPSS. Both syntax files are available by contacting NCWCIA at NCWCIA-Info@jbsinternational.com.

In appendix B, you will find a table that can be used to record the data submissions that are converted and saved in the subfolder. This documentation may assist in record keeping and aid any troubleshooting that may be needed. If you are trying to recreate the observed performance results in CB-distributed documents, make sure that the files used to calculate performance correspond with submissions that were submitted to CB for that time frame.

Exhibit 3: Example of Data Periods and State AFCARS and NCANDS Submissions

This exhibit presents sample data periods and corresponding state AFCARS and NCANDS submissions needed to calculate performance on each statewide data indicator.

CFSR 4 Syntax File and Statewide Data Indicator		Data Periods *
CFSR 4 - 3 Observed perf for perm (first day).sps		
► Permanency in 12 months for children in care 12–23 months ► Permanency in 12 months for children in care 24 months or more		21A, 21B
CFSR 4 - 3 Observed perf for perm (entries).sps		
► Permanency in 12 months for children entering foster care		19B, 20A, 20B, 21A, 21B
CFSR 4 - 3 Observed perf for reentry.sps		
► Reentry to foster care in 12 months		20A, 20B, 21A, 21B
CFSR 4 - 3 Observed perf for maltx recurrence.sps		
► Recurrence of maltreatment		FY 2019, FY 2020
CFSR 4 - 3 Observed perf for placement stability.sps		
► Placement stability		21A, 21B
CFSR - 3 Observed perf for maltx in care.sps		
► Maltreatment in foster care		FY 2019, FY 2020 and 19A, 19B

* Fiscal year periods (e.g., FY 2020) refer to NCANDS data. All others refer to AFCARS data.

* NCANDS data are submitted for federal fiscal years, October 1 through September 30.

* "A" refers to the 6-month report period October 1 through March 31. Two-digit year refers to the calendar year in which the period ends.

* "B" refers to the 6-month report period April 1 through September 30. Two-digit year refers to the calendar year in which the period ends.

Prepare and Run Syntax

The syntax files needed to create the AFCARS and NCANDS source data files, run data quality checks, and compute observed performance are located in the “CFSR 4 Indicator Calculation Syntax” folder.

Confirm File Handle Path

The syntax files reference a directory to locate the data needed for analysis and produce new output files. The location of the directory is managed using a **file handle**. The file handle is identified at the start of the syntax and once defined, allows the syntax to use the file structure downloaded in the zip file.

Open each syntax file and confirm that the file handle is directed to the correct path. This step will need to be repeated before each syntax file can be executed. Near the top of each file is the following section of code:

```
*****
```

```
USER INPUT REQUIRED
```

```
FILE DIRECTORIES
```

```
*****
```

There are multiple file handle lines in the syntax file, but only the “Root_FH” needs to be examined. If the folders and subfolders extracted from the zip folder were saved to “C:\CFSR,” then no action is needed. If they are located elsewhere, then the “Root_FH” line must be changed to the correct path.

The syntax line that needs to be edited looks like this:

```
file handle Root_FH /name="C:\CFSR"
```

This step will need to be repeated before running the following syntax files located in the “CFSR 4 Indicator Calculation Syntax” folder:

- ▶ CFSR 4 - 1 Create AFCARS source data
- ▶ CFSR 4 - 1 Create NCANDS source data
- ▶ CFSR 4 - 2 Create AFCARS DQ files
- ▶ CFSR 4 - 2 Create NCANDS DQ files
- ▶ CFSR 4 - 3 Observed perf for maltx in care
- ▶ CFSR 4 - 3 Observed perf for maltx recurrence
- ▶ CFSR 4 - 3 Observed perf for perm (entries)
- ▶ CFSR 4 - 3 Observed perf for perm (first day)
- ▶ CFSR 4 - 3 Observed perf for placement stability
- ▶ CFSR 4 - 3 Observed perf for reentry

*Note: No changes are required to the syntax files located in the “CFSR/ 0 - Syntax” folder.

Create Source Data Files and Run the Data Quality Syntax

All the data indicator syntax files compute observed performance from a source data file. The source data syntax (i.e., “CFSR 4 - 1 Create AFCARS source data,” and “CFSR 4 - 1 Create NCANDS source data”) combines the multiple AFCARS and NCANDS submissions into two SPSS source data files: one each for the two submission types. You will need to combine multiple AFCARS 6-month files and NCANDS annual files. You only need to run the source data syntax once per file type (AFCARS and NCANDS) to create the source data files for all the indicators. The process will only need to be repeated if you update the AFCARS or NCANDS data or add additional years.

Beginning with SPSS 24, the SPSS package includes Python 3, which replaces the previous versions of Python 2. For those using Python 2, one minor adjustment must be made to the syntax files “CFSR 4 - 1 Create AFCARS source data” and “CFSR 4 - 1 Create NCANDS source data.”

In both syntax files, go to:

“Begin program python3.”

And change it to:

“Begin program.”

(No quotes)

There are two DQ syntax files (i.e., “CFSR 4 - 2 Create AFCARS DQ files” and “CFSR 4 - 2 Create NCANDS DQ files”) that must be executed to run necessary data quality tests. The AFCARS and NCANDS source data files must be created before you can run the DQ files. These tests alert you to any data quality issues that may need to be resolved before the observed performance values can be computed. The output of the DQ analysis is stored in the “2 - DQ NCANDS” or the “2 - DQ AFCARS” file depending on the file being evaluated. Issues need to be resolved in order for the syntax to calculate performance on corresponding data indicators. CB encourages states to resubmit AFCARS and NCANDS files if data quality issues impact CB performance calculations in one or more CFSR state data profiles.

To review, the files to create the source data files and run AFCARS and NCANDS data quality checks should be run in this order:

1. CFSR 4 - 1 Create AFCARS source data.sps
2. CFSR 4 - 1 Create NCANDS source data.sps
3. CFSR 4 - 2 Create AFCARS DQ files.sps
4. CFSR 4 - 2 Create NCANDS DQ files.sps

Run the Observed Performance Syntax

Once you reach this step, the observed performance indicator syntax can be run in any order or only for specific indicators. There are six indicator syntax files used to compute the seven indicators. These files are located in the “CFSR Indicator Calculation Syntax” folder and include:

- ▶ CFSR 4 - 3 Observed perf for maltx in care.sps
- ▶ CFSR 4 - 3 Observed perf for maltx recurrence.sps
- ▶ CFSR 4 - 3 Observed perf for perm (entries)
- ▶ CFSR 4 - 3 Observed perf for perm (first day).sps ³
- ▶ CFSR 4 - 3 Observed perf for placement stability.sps
- ▶ CFSR 4 - 3 Observed perf for reentry

In addition to updating the root file handle, you will need to update the period for which you are running the analysis in each observed performance syntax file. In each file, under the file handle syntax, the next section of syntax you will find begins with the line “***** START USER INPUT *****.” This indicates the portion of syntax that requires manual input related to the time period of interest. (See exhibit 4.)

³ CFSR - 3 Observed perf for perm (first day).sps runs the permanency indicators for both the 12–23 months cohort and 24+ months cohort.

Exhibit 4: Update Syntax With Time Periods of Interest

“X” placeholders represent where manual input will be entered. The number of Xs identifies the number of characters to enter.

Recurrence of Maltreatment	All Other Indicator Syntax
<pre>define YYYY () XXXX !enddefine. define YYstr () “XX” !enddefine. define YY2str () “XX” !enddefine.</pre>	<pre>define PeriodType () “XX” !enddefine. define YYYY () XXXX !enddefine. define YYstr () “XX” !enddefine.</pre>
Example of updated syntax: <pre>define YYYY () 2020 !enddefine. define YYstr () “20” !enddefine. define YY2str () “21” !enddefine.</pre>	Example of updated syntax: <pre>define PeriodType () “AB” !enddefine. define YYYY () 2021 !enddefine. define YYstr () “21” !enddefine.</pre>

Variable Definitions

YYYY is the name of the variable that holds the year of interest.

YYstr is the name of the variable that holds the last two digits of the year of interest. It is a string variable and must have quotation marks around the value you enter for it.

YY2str is the name of the variable for the second year of interest when you are required to enter 2 years. It is a string variable and must have quotation marks around the value you enter for it.

PeriodType is the name of the variable that identifies if you are running the analysis for an AB or BA period. It is a string variable and must have quotation marks around the value you enter for it.

Updating Time Periods

Instructions to Update Time Periods of Interest for Recurrence of Maltreatment

To define YYYY () XXXX, you will need to replace XXXX with the primary year of analysis. Since recurrence requires two fiscal years, this is the first of those fiscal years. For example, if you are running maltreatment recurrence for FYs 2020–2021, you would put 2020 in this line.

For YYstr () “XX” you will need to replace XX with the last two digits of the first fiscal year. For FYs 2020–2021 you should put “20.” The quotation marks must remain in the syntax.

For define YY2str () “XX” you will need to replace XX with the last two digits of the second fiscal year. For FYs 2020–2021, you would put “21.” The quotation marks must remain in the syntax.

Instructions to Update Time Periods of Interest for All Other Indicator Syntax

Identify the 12-month cohort of interest (e.g., children in care during 21A21B) by entering “AB” or “BA” for define PeriodType () “XX.” For 21A21B you would enter “AB.”

Identify the calendar year in which the 12-month period of interest ends. Enter the four-digit year for define YYYY () XXXX. For 21A21B you would enter 2021. Enter the two-digit year for define YYstr () XX. For 21A21B you would enter “21.” See “Additional Notes on Manual Input” section below for further help.

Once you have made these changes, highlight the entire syntax file, and hit run.

Additional Notes on Manual Input

- ▶ AB period (A file + B file) spans October 1 through September 30 of the following year. This is the same as a fiscal year.
- ▶ BA period (B file + A file) spans April 1 through March 31 of the following year.
- ▶ As a general rule, the year entered for YYYY and YYstr always corresponds with the year associated with the A file in the period of interest.
- ▶ Maltreatment in care is only run for AB time periods. All permanency indicators, reentry to foster care, and placement stability are run for both AB and BA time periods.

Exhibit 5: Examples of Period Types to Use

Period Children in Care	Period Type	YYYY	YYstr
17A17B	AB	2017	17
17B18A	BA	2018	18
18A18B	AB	2018	18
18B19A	BA	2019	19
19A19B	AB	2019	19
19B20A	BA	2020	20
20A20B	AB	2020	20
20B21A	BA	2021	21
21A21B	AB	2021	21

Viewing the Results

The results of observed performance syntax are available in the “CFSR\3 - Performance observed state” folder as SPSS data files (.sav). Your state’s performance is found in the Perf_State variable. Alternatively, observed performance and more details can be found in the “CFSR\3 - Performance observed child” folder. Within the SPSS data files (.sav) in this folder, the following results can be found for each individual child variable:

- ▶ Perf_Child – Child-level performance
- ▶ Num_State – Numerator
- ▶ Den_State – Denominator
- ▶ Perf_State_MP – scaled version of child-level performance for placement stability and maltreatment in care

Next Steps

NCWCIA is available to support public child welfare agencies in understanding the results of running the syntax as well as how to integrate this information with the existing continuous quality improvement (CQI) system. For more information on available services related to CQI, please contact your [innovation and advancement navigator](#) or NCWCIA-Info@jbsinternational.com.

Resources

Additional resources for running the CFSR Round 4 Statewide Data Indicator Syntax:

- ▶ [CB's Statewide Data Indicator Zip File](#)
- ▶ [CB's Round 4 of the CFSRs webpage "Statewide Data Indicators"](#)
- ▶ [CFSR Round 4 Statewide Data Indicator Dictionary](#)

For Additional Support

State public child welfare agencies may contact [NCWCIA](#) or their [innovation and advancement navigator](#) for assistance with the following:

- ▶ Obtaining a copy of the CFSR Round 4 SPSS Syntax files if needed
- ▶ Running the CFSR Round 4 SPSS Syntax
- ▶ Interpreting the results of observed performance calculations
- ▶ Addressing data quality
- ▶ Calculating observed performance by means other than SPSS
- ▶ Using the results to explore and monitor agency performance

State child welfare partner organizations, private agencies, and the public with questions about the CFSR Round 4 syntax and data indicators may contact the Children's Bureau, Data Analytics and Reporting Team at CBDataTeam@acf.hhs.gov.

Users may freely print and distribute this material crediting the Capacity Building Center for States.

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Appendix A: Descriptions of Folders, Files, and Syntax

Available in the CFSR 4 Indicator Syntax .zip File

.sav = SPSS data file •.sps = SPSS syntax •.dta = Stata data file⁴ •.do = Stata syntax

Folder/File	Description
CFSR 4 Indicator Calculation Syntax Folder	
CFSR 4 - 0 Create census child populations.sps	Shows how CB downloaded and prepared the child population data from the U.S. Census Bureau that is reflected in the child populations.sav data provided in the.zip file
CFSR 4 - 1 Create AFCARS source data.sps	Creates the source data file needed to calculate observed and RSP on all indicators except recurrence of maltreatment
CFSR 4 - 1 Create NCANDS source data.sps	Creates the source data file needed to calculate observed and RSP for maltreatment in foster care and recurrence of maltreatment
CFSR 4 - 2 Create AFCARS DQ files.sps	Creates the data quality files needed to examine state data quality results relative to the AFCARS data quality checks and limits to determine if a state should be excluded from the analysis for a particular indicator
CFSR 4 - 2 Create NCANDS DQ files.sps	Creates the data quality files needed to examine state's data quality results relative to the NCANDS data quality checks and limits to determine if a state should be excluded from the analysis for a particular indicator
CFSR 4 - 3 Observed perf for maltx in care.sps	Calculates observed performance for maltreatment in foster care
CFSR 4 - 3 Observed perf for maltx recurrence.sps	Calculates observed performance for recurrence of maltreatment
CFSR 4 - 3 Observed perf for perm (entries)	Calculates observed performance for permanency in 12 months for children entering foster care
CFSR 4 - Observed perf for perm (first day).sps	Calculates observed performance for permanency in 12 months for children in foster care 12–23 months and permanency in 12 months for children in foster care 24 months or more
CFSR 4 - 3 Observed perf for placement stability.sps	Calculates observed performance for placement stability
CFSR 4 - 3 Observed perf for reentry.sps	Calculates observed performance for reentry to foster care in 12 months
CFSR 4 - 4 RSP for maltx in care.dta	Calculates risk-standardized performance for maltreatment in foster care
CFSR 4 - 4 RSP for maltx recurrence.dta	Calculates risk-standardized performance for recurrence of maltreatment
CFSR 4 - 4 RSP for perm (entries).dta	Calculates risk-standardized performance for permanency in 12 months for children entering foster care

⁴ The Stata (.dta) syntax used to calculate RSP is provided for informational purposes only. Calculating RSPs requires child-level data from every state.

Folder/File	Description
CFSR 4 - 4 RSP for perm (FD 12-23).dta	Calculates risk-standardized performance for permanency in 12 months for children in foster care 12–23 months
CFSR 4 - 4 RSP for perm (FD 24 or more).dta	Calculates risk-standardized performance for permanency in 12 months for children in foster care 24 months or more
CFSR 4 - 4 RSP for placement stability.dta	Calculates risk-standardized performance for placement stability
CFSR 4 - 4 RSP for reentry.dta	Calculates risk-standardized performance for reentry to foster care in 12 months
CFSR Folder	
0 - Source Data	Folder to store original source data files required to run the syntax
0 - Source Data\Census	Folder to store census data downloaded from the web
0 - Source Data\Submissions AFCARS	Folder to store state 6-month AFCARS submissions
0 - Source Data\Submissions NCANDS	Folder to store state 12-month NCANDS submissions
0 - Syntax	Folder to store additional program code required to run the data quality syntax
0 - Syntax\ CreateDQFiles.sps	Program used as part of CFSR 4 - 2 Create AFCARS DQ files.sps to calculate and tabulate the AFCARS DQ results
0 - Syntax\ NCANDS_ChildLevel_DQ.sps	Program used as part of CFSR 4 - 2 Create NCANDS DQ files.sps to calculate and tabulate the child-level NCANDS DQ results
0 - Syntax\ NCANDS_RecordLevel_DQ.sps	Program used as part of CFSR 4 - 2 Create NCANDS DQ files.sps to calculate and tabulate the record-level NCANDS DQ results
0 - Temp files	Syntax will save to this folder all SPSS data files (.sav) that are the result of temporary or intermediate steps in creating the analytic data files, calculating the data quality results, or calculating observed performance
0 - Temp files\Splits	Syntax will save to this folder all SPSS data files (.sav) that are the result of running a SPSS Splits command statement; results will be overwritten each time the code is run
1 - Fixed files	Some syntax calls the four fixed data files described below
1 - Fixed files\CFSR 4 AFCARS data quality checks.sav	Holds details about the AFCARS data quality checks, including data quality limits, descriptions, and the indicators to which they apply
1 - Fixed files\Child populations.sav	Holds U.S. Census Bureau child population estimates for 50 states, District of Columbia, and Puerto Rico
1 - Fixed files\CFSR 4 NCANDS data quality checks.sav	Holds details about the NCANDS data quality checks, including data quality limits, descriptions, and the indicators to which they apply
1 - Fixed files\states.sav	Holds states' FIP codes, full text name, and postal code abbreviations (SPSS version)

Folder/File	Description
2 - DQ AFCARS	Syntax will save to this folder SPSS data files (.sav) containing states' data quality results related to the AFCARS data quality checks for every 6-month period examined
2 - DQ NCANDS	Syntax will save to this folder SPSS data files (.sav) containing states' data quality results related to the NCANDS data quality checks for every 12-month period and fiscal year examined
3 - Performance observed child	Syntax will save to this folder child-level files produced after running the SPSS syntax to calculate states' observed performance
3 - Performance observed state	Syntax will save to this folder state-level files produced after running the SPSS syntax to calculate states' observed performance
4 - Performance modeled	Syntax will save to this folder child- and state-level files produced after running the Stata syntax to calculate states' RSP
5 - SPSS Logs	Syntax will save to this folder SPSS log files generated as part of running the CFSR code
6 - Data for Tableau	Folder to store state-level files formatted for using Tableau software
6 - Data for Tableau\Stata Output	Syntax will save to this folder state-level files produced after running the Stata syntax to calculate states' RSP; these files are formatted in a way to make using them in Tableau easier
7 - Additional Resources	Folder contains additional helpful resource documents including instructions for running the syntax and the data dictionary

Appendix B: Documentation (Optional)

You may want to consider recording the AFCARS and NCANDS submission files that are included in each source file. If changes are made to the submission data, the source data file will need to be recreated in order for that change to be reflected in the observed performance calculations. The “as of” date is the date the file was submitted to the CB.

(Optional) AFCARS and NCANDS Source File Documentation

Source File Detail	Submissions Included	Submission “as of” Date
Example Type: AFCARS Creation date: 2/1/2019 Created by: Riley Notes: 16A, 16B, and 20A were resubmitted on 05/13/2022 after an error in the compilation code was detected and resolved.	2016A	05/23/2016
	2016B	11/27/2016
	2017A	05/27/2017
	2017B	11/18/2017
	2018A	05/12/2018
	2018B	11/16/2018
	2019A	11/20/2020
	2019B	11/20/2020
	2020A	11/20/2020
	2020B	11/20/2020
	2021A	05/24/2021
	2021B	11/19/2021
Example Type: NCANDS Creation date: 06/01/2022 Created by: NAME Notes: FY 2020 file was resubmitted 10/22/18 due to a technical issue.	FY 2016	02/28/17
	FY 2017	02/24/18
	FY 2018	02/26/19
	FY 2019	02/23/20
	FY 2020	02/22/21
	FY 2021	02/21/22
Type: Creation date: Created by: Notes:		

(Optional) Observed Performance Run Documentation

You may want to consider recording the details for each time a syntax file is run to create a history that will assist in troubleshooting discrepancies and assist with monitoring performance over time.

Observed Performance File Details		Period of Interest	User Input
Example			
Syntax File: CFSR 4 - 3 Observed perf for maltx in care.sps			
Date of Source File(s):	AFCARS: 5/1/22 NCANDS: 5/12/22	Children in foster care during 20A and 20B	define PeriodType () "AB" !enddefine. define YYYY () 2020 !enddefine. define YYstr () "20" !enddefine.
Run Date:	5/20/22		
Notes:	Run by Mary for review during management meeting 5/28/22		
Example			
Syntax File: CFSR 4 - 3 Observed perf for perm (first day).sps			
Date of Source File(s):	AFCARS: 5/1/22	Children who are in foster care on the first day of 21A who have been in care for more than 12 months but less than 23 months and children who are in foster care on the first day of 21A who have been in care for more than 24 months	define PeriodType () "AB" ! enddefine. define YYYY () 2021! enddefine. define YYstr () "21!" enddefine.
Run Date:	5/20/22		
Notes:	Run by Mary for review during management meeting 5/28/22		
Syntax File:			
Date of Source File(s):			
Run Date:			
Notes:			