

U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES
Administration for Children and Families
Administration on Children, Youth and Families
Children's Bureau

NATIONAL CHILD ABUSE AND NEGLECT
DATA SYSTEM (NCANDS)

Summary Data Component
SURVEY
1999 Data Year

March 2000

INFORMATION ABOUT THE SDC SURVEY

1. States that receive the CAPTA State Child Abuse and Neglect Grant (the Basic State Grant) are required to annually work with the Secretary to provide, to the maximum extent practicable, a report that includes (the 12 data items listed in the statute). On the *Summary Data Component Survey*, questions corresponding to these required data items are *italicized* to identify them clearly. (The submission of other data items remains voluntary for these States.) Submission of all data items is voluntary for those States that do not receive the Basic State Grant.
2. State data should reflect information collected about child maltreatment for the period of January through December 1999, or for Fiscal Year 1999.
3. You are encouraged to use the Comments Section of the survey (Section 8) to provide feedback on the extent to which submission of requested data is practicable (including any information on the future availability of data not currently able to be reported). This information will assist the Children's Bureau to analyze results and make recommendations for any changes in the data elements in the future.
4. **The completed SDC survey is due by May 31, 2000. Failure to respond may result in exclusion of the State's data from Child Maltreatment 1999.**

National Child Abuse and Neglect Data System (NCANDS)
c/o Walter R. McDonald & Associates, Inc.
12300 Twinbrook Parkway, Suite 310
Rockville, Maryland 20852-1606

Phone: (301) 881-2590

Fax: (301) 881-0096

E-mail: LINGRAM@WRMA.COM

We would also appreciate your sending under separate cover a copy of your most recent State report on child abuse and neglect.

5. According to the Paperwork Reduction Act of 1995 (Public Law 104-13), the public reporting burden for information collection must be estimated. The collection of SDC information is estimated to average 60 hours per response, including the time for reviewing instructions, gathering and maintaining the data needed, and reviewing the collection of information. Respondents may direct comments concerning this estimate to: John A. Gaudiosi, Mathematical Statistician, Children's Bureau, 330 C Street, SW, Room 2425, Washington, D.C. 20447 (jgaudiosi@acf.dhhs.gov).

SECTION 1. PREVENTIVE SERVICES

1.1 *Children and Families Who Received Preventive Services From the State During the Year*

Enter the number of children and families who received services aimed at preventing child abuse and neglect during the reporting year. These services may be directed at specific populations identified as being at increased risk of becoming abusive and may be designed to increase the strength and stability of families, to increase parents' confidence and competence in their parenting abilities, and to afford children a stable and supportive environment. Include child abuse and neglect preventive services provided through Federal funds, such as the Child Abuse and Neglect State Grant, the Community-Based Family Resource and Support Grant, Family Support Services (title IV-B, part 2), Maternal and Child Health Block Grant, and the Social Services Block Grant (title XX), or State and local funds. Do not include public awareness campaigns.

Please specify the service programs you have included in the comments section at the end of the form.

A. Children Receiving Preventive Services []

B. Families Receiving Preventive Services []

SECTION 2. REPORTS AND INVESTIGATIONS

2.1 Reports Received by CPS by Initial Screening Decision

Enter the number of reports alleging child abuse and neglect that were received during the reporting period, including those that were screened out prior to an investigation or assessment. Indicate whether the State counts reports as family-based or child-based.

A “family-based” reporting system counts as a report each family unit involved in the child abuse or neglect allegation regardless of the number of children involved. A “child-based” reporting system counts as a report each child who is alleged to be a victim of maltreatment. A child-based report does not include multiple victims.

	Family-Based	Child-Based
A. Not Referred for CPS Investigation or Assessment	[]	[]
B. Referred for CPS Investigation or Assessment	[]	[]
TOTALS	[]	[]

2.2 Reports Referred for Investigation or Assessment by Report Source

Enter the number of reports referred for investigation or assessment by each reporting source below. If categories are grouped differently in your State, please provide the best estimate for each item listed below.

A. Social Services Personnel. Social workers, counselors, supervisors, etc.	[]
B. Medical Personnel. Physicians, nurses, emergency medical technicians, dentists, chiropractors, coroners, etc.	[]
C. Mental Health Personnel. Psychologists, psychiatrists, therapists, etc.	[]
D. Legal, Law Enforcement, or Criminal Justice Personnel. Personnel employed in local, county, State, Tribal or Federal law enforcement agencies, courts, probation agencies, etc.	[]
E. Education Personnel. Teachers, principals, school counselors, Head Start staff, etc.	[]
F. Child Day Care Providers. Day care staff, babysitters, etc.	[]
G. Substitute Care Providers. Foster parents, residential facility staff, etc.	[]
H. Alleged Victims. Children who allege they have been maltreated.	[]
I. Parents. Birth mother/father, adoptive mother/father, or stepmother/father of the child.	[]
J. Other Relatives. Siblings, grandparents, aunts, uncles, cousins, legal guardians, etc.	[]
K. Friends and Neighbors. Non-relatives who interact with the family or who live nearby. Includes non-relative household members, landlords, clergy, youth group workers, etc.	[]
L. Alleged Perpetrators. Self-reported abusers regardless of other relationship to the child.	[]
M. Anonymous or Unknown Reporters. Individuals who did not identify themselves, or where the source was not known.	[]
N. Other. Other sources not included above.	[]
TOTAL	[]

2.3 Investigations or Assessments by Disposition

This section requests data on the disposition of CPS investigations or assessments of child abuse and neglect reports received in 1999. Investigations may have been completed in 2000. If you use another data selection criterion, please explain in the comments section.

A. Investigations in Which the Allegation of Maltreatment or Risk of Maltreatment was Substantiated. Enter the number of investigations in which the allegation of maltreatment or risk of maltreatment was supported or founded according to State law or State policy. []

B. Investigations in Which the Allegation of Maltreatment Was Indicated. Enter the number of investigations for which the allegation of maltreatment was indicated, or there was reason to suspect maltreatment, but it was unable to be founded, under State law or State policy. NOTE: Use this category only if your State distinguishes between substantiated and indicated dispositions. If your State uses only "indicated," enter the number of indicated dispositions under A. []

C. Investigations in Which the Allegation of Maltreatment Was Not Substantiated. Enter the number of investigations for which the alleged maltreatment was unfounded or not substantiated. Investigations determined to be intentionally false should appear in D. []

D. Investigations in Which the Allegation Was Determined to Be Intentionally False. Do not include this number in C. []

E. Assessments in Which Children/Families Were Found to Be in Need of Services. Enter the number of assessments that resulted in a decision that the child or family is in need of services. NOTE: Use this category only if your State has a diversified response system (i.e., if the State allows assessments as well as investigations in response to a report). []

F. Investigations Closed Without a Finding. Enter the number of investigations that were concluded without a specific finding (e.g., family moved, investigation time exceeded that allowed, etc.). []

G. Other Dispositions. Enter the number of completed investigations or assessments for which the dispositions are not included in the above categories. These may include assessments that resulted in a decision that the family was not in need of services, as well as other dispositions. Please provide a breakout of the categories reported in the comments section at the end of the form. []

H. Unknown Dispositions. Enter here the number of investigations for which dispositions were not recorded. []

TOTAL []

SECTION 3. CHILDREN SUBJECT OF A REPORT REFERRED FOR INVESTIGATION OR ASSESSMENT

3.1 *Children Subject of a Report Referred for CPS Investigation or Assessment* Enter the number of children who were in the reports counted in Item 2.1.B. []

3.2 **Children Subject of a CPS Investigation or Assessment by Disposition Pertaining to the Child** Enter the number of children, by disposition, who were in the reports counted in Item 2.3.

A. **Children for Whom the Allegation of Maltreatment or Risk of Maltreatment was Substantiated.** Enter the number of children for whom the allegation of maltreatment or risk of maltreatment was supported or founded according to State law or State policy. []

B. **Children for Whom the Allegation of Maltreatment Was Indicated.** Enter the number of children for whom the allegation of maltreatment was indicated, or there was reason to suspect maltreatment, but it was unable to be founded under State law or State policy. NOTE: Use this category only if your State distinguishes between substantiated and indicated dispositions. If your State uses only "indicated," enter the number of indicated dispositions under A. []

C. **Children for Whom the Allegation of Maltreatment Was Not Substantiated.** Enter the number of children for whom the alleged maltreatment was unfounded or unsubstantiated. Allegations determined to be intentionally false should appear in D. []

D. **Investigations in Which the Allegation Was Determined to Be Intentionally False.** Do not include this number in C. []

E. **Children Who Were Found to Be in Need of Services.** Enter the number of children for whom the assessment resulted in a decision that the child is in need of services. NOTE: Use this category only if your State has a diversified response system (i.e., if the State allows assessments as well as investigations in response to a report). []

F. **Children for Whom the Investigation Was Closed Without a Finding.** Enter the number of children for whom the investigation was concluded without a specific finding (e.g., family moved, investigation time exceeded that allowed, etc.). []

G. **Other Dispositions.** Enter the number of children for whom the investigation or assessment disposition is not included in the above categories. These may include children whose assessments determined that the family was not in need of services. Please provide a breakout of the categories reported in the comments section at the end of the form. []

H. **Unknown Dispositions.** Enter here the number of children for whom dispositions were not recorded. []

TOTAL []

The sum of children counted by disposition in 3.3 and 3.4 should equal the comparable disposition in 3.2. For example, if 125 substantiated children are reported in 3.2.A, the sum of 3.3.A and 3.4.A must equal 125.

3.3 Children Who Received Services

Enter the number of children by disposition who were opened for or continued to receive services in addition to CPS investigation or assessment.

A. Substantiated	[]
B. Indicated	[]
C. Unsubstantiated	[]
D. Intentionally False	[]
E. In Need of Services	[]
F. No Finding	[]
G. Other	[]
H. Unknown	[]
TOTAL	[]

3.4 Children Who Did Not Receive Services

Enter the number of children by disposition who did not receive any services in addition to CPS investigation or assessment, e.g., were closed after the investigation or assessment.

A. Substantiated	[]
B. Indicated	[]
C. Unsubstantiated	[]
D. Intentionally False	[]
E. In Need of Services	[]
F. No Finding	[]
G. Other	[]
H. Unknown	[]
TOTAL	[]

3.5 Children Who Were Removed from the Home

Enter the number of children counted in 3.3 who were removed from their home during or as an immediate result of a CPS investigation or assessment. All children in 3.5 must also appear in 3.3.

A. Substantiated	[]
B. Indicated	[]
C. Unsubstantiated	[]
D. Intentionally False	[]
E. In Need of Services	[]
F. No Finding	[]
G. Other	[]
H. Unknown	[]
TOTAL	[]

SECTION 4. CHILD VICTIMS

All items refer to child victims of a substantiated or indicated maltreatment as reported in 3.2.A and 3.2.B. A State may also determine that child victims include children in need of services (i.e., 3.2.E).

4.1 Child Victims by Type of Maltreatment

Enter the number of children who were found to be victims of maltreatment by type of maltreatment and disposition. One or more types of maltreatment can be recorded for each child victim.

Physical Abuse. Enter the number of victims of physical acts that caused or could have caused physical injury.

Substantiated	Indicated	In Need of Services
[]	[]	[]

Neglect or Deprivation of Necessities. Enter the number of victims who failed to receive needed care even though their caretakers were financially able to do so or were offered means to do so.

Substantiated	Indicated	In Need of Services
[]	[]	[]

Medical Neglect. Enter the number of victims who failed to receive the appropriate health care even though their caretakers were financially able to do so or were offered means to do so. May include perinatal exposure to drugs.

Substantiated	Indicated	In Need of Services
[]	[]	[]

Sexual Abuse. Enter the number of victims of sexually exploitative activities.

Substantiated	Indicated	In Need of Services
[]	[]	[]

Psychological or Emotional Abuse or Neglect. Enter the number of victims of maltreatment that resulted in impaired psychological functioning and development.

Substantiated	Indicated	In Need of Services
[]	[]	[]

Other. Enter the number of victims of other forms of maltreatment not included above. Describe these in the comments section at the end of the form.

Substantiated	Indicated	In Need of Services
[]	[]	[]

Unknown. Enter the number of children for whom the type of maltreatment was not recorded.

Substantiated	Indicated	In Need of Services
[]	[]	[]

TOTALS

Substantiated	Indicated	In Need of Services
[]	[]	[]

4.2 Child Victims by Age

Enter the number of child victims by age at the time of the report or as of December 31 of the reporting year. If your State reports by age groups (e.g., 1-3, 4-6, etc.), please divide the number among the years in each group, putting the remainder into the oldest age in the group.

Age in Years	Number of Victims	Age in Years	Number of Victims
<1	[]	10	[]
1	[]	11	[]
2	[]	12	[]
3	[]	13	[]
4	[]	14	[]
5	[]	15	[]
6	[]	16	[]
7	[]	17	[]
8	[]	18 and older	[]
9	[]	Unknown	[]
		TOTAL	[]

4.3 Child Victims by Sex

Enter the number of child victims by sex.

A. Male	[]
B. Female	[]
C. Unknown	[]
TOTAL	[]

4.4 Child Victims by Hispanic or Latino Ethnicity

Enter the number of child victims by Hispanic or Latino ethnicity.

A. **Hispanic or Latino.** A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race. []

B. **Not Hispanic or Latino.** []

C. **Unable to Determine or Unknown.** The child victim is very young or is severely disabled and no other person is available to identify ethnicity, or the child victim's ethnicity was not recorded. []

TOTAL []

4.5 Child Victims by Race

Enter the number of child victims by race. A child victim may be counted in more than one racial group.

A. **African American.** A child having origins in any of the black racial groups of Africa. []

B. **American Indian or Alaska Native.** A child having origins in any of the original peoples of North and South America (including Central America), and who maintains tribal affiliation or community attachment. []

C. **Asian.** A child 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. []

D. **Native Hawaiian or Other Pacific Islander.** A child having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands. []

E. **White.** A child having origins in any of the original peoples of Europe, the Middle East, or North Africa. []

F. **Other.** A child having other or multi-racial origins, who has not been counted above. []

G. **Unable to Determine or Unknown.** The child victim is very young or is severely disabled and no other person is available to identify race, or the child victim's race was not recorded. []

TOTAL []

4.6 Child Victims Whose Families Received Family Preservation Services in the Previous Five Years

Enter the number of child victims whose families had received Family Preservation Services during the five (5) years preceding the report(s) of child abuse or neglect received in this reporting period. Family Preservation Services are services designed to protect children from harm and to assist families at risk or in crisis, including services to prevent placement, to support the reunification of children with their families, or to support the continued placement of children in adoptive homes or other permanent living arrangements. []

4.7 Child Victims Who Were Reunited with Their Families in the Previous Five Years

Enter the number of child victims who were abused by the parents or principal caretakers with whom they had been reunited in the previous five years. []

4.8 Child Victims for Whom Court Action Was Taken

Enter the number of child victims for whom court action was initiated either during or as an immediate result of an investigation. Court action is legal action initiated by a representative of the CPS agency on behalf of the child. This includes, for instance, authorization to place the child, filing for temporary custody, dependency, or termination of parental rights. It does not include criminal proceedings against a perpetrator. []

4.9 Child Victims Who Received Court-Appointed Representatives

Enter the number of child victims for whom an individual (guardian ad litem) was appointed by the court to represent the best interests of the child. A guardian ad litem may be an attorney, a court-appointed special advocate, or both. []

4.10 Average Number of Out-of-Court Contacts Between the Court-Appointed Representatives and the Child Victims They Represent

Enter the average number of out-of-court contacts which enable the court-appointed representatives to obtain first-hand an understanding of the situation and needs of the child victim, and to make recommendations to the court concerning the best interests of the child. []

SECTION 5. CHILD FATALITIES

5.1 Total Number of Child Victims Who Died as a Result of Maltreatment. []

Children counted in 5.2, 5.3, and or 5.4 are included in 5.1.

5.2 Child Victims Who Died as a Result of Maltreatment While in Foster Care

Enter the number of child victims whose death was caused by maltreatment that occurred while in foster care and was attributed to the foster care provider. Foster care is 24-hour substitute care for all children placed away from their parents or guardians and for whom the State agency has placement and care responsibility. This includes, but is not limited to, family foster homes, foster homes of relatives, group homes, emergency shelters, residential facilities, child care institutions, and pre-adoptive homes regardless of whether the foster care facility is licensed and whether payments are made by the State or local agency for the care of the child or whether there is Federal matching of any payments that are made. []

5.3 Child Victims Who Died as a Result of Maltreatment and Whose Families Had Received Family Preservation Services in the Previous Five Years

Enter the number of child victims whose death was caused by maltreatment and whose families had received Family Preservation Services during the five (5) years preceding the report(s) of child abuse or neglect received in this reporting period. Family Preservation Services are services designed to protect children from harm and to assist families at risk or in crisis, including services to prevent placement, to support the reunification of children with their families, or to support the continued placement of children in adoptive homes or other permanent living arrangements. []

5.4 Child Victims Who Died as a Result of Maltreatment and Had Been Reunited with Their Families in the Previous Five Years

Enter the number of child victims whose death was caused by the parents or principal caretakers with whom they had been reunited during the previous five years. []

SECTION 6. PERPETRATORS OF CHILD MALTREATMENT

6.1 Perpetrators by Relationship to Child Victim

This section requests data on the relationship of each perpetrator to each child victim. For example, if two children in one report are abused by their mother, count the mother twice.

A. **Parents.** Birth mother/father, adoptive mother/father, or stepmother/father of the child. []

B. **Other Relatives or Household Members in a Caretaking Relationship.** Relatives, guardians, household members, or paramours who have some responsibility for the care and supervision of the child. []

C. **Foster Parents.** Individuals licensed to provide a home for child victims, usually with the approval of the government. []

D. **Residential Facility Staff.** Employees of a public or private group residential facility, including emergency shelters, group homes, and institutions. []

E. **Child Day Care Providers.** Persons who work in a setting providing child day care services and who have temporary caretaker responsibility for the child, including day care center staff members, family day care providers, and baby sitters. []

F. **Non-Caretakers.** Persons who are not responsible for the care and supervision of the child, including school personnel, friends, neighbors, etc. []

G. **Those with Unknown Relationships to Child Victim.** Includes missing data. []

TOTAL []

SECTION 7. CHILD PROTECTIVE SERVICES WORKFORCE

Screening and intake represent the portion of the case flow from point of initial contact with the reporter (e.g., the phone call) to the time that the report is assigned to a worker or supervisor for investigation/assessment of the allegation. Investigation/assessment represents the portion of the case flow that begins upon assignment of the case and continues until the case is closed or transferred.

7.1 Number of Staff Responsible for CPS Functions (Screening, Intake, and Investigation/Assessment of Reports) During the Year

Enter the number of staff who carried out these functions during the year. Do not include clerical staff. Report the source of this number in the comments section.

[]

7.2 Number of Staff Responsible for the Screening and Intake of Reports During the Year

Enter the number of staff who were responsible for the screening and intake functions.

[]

7.3 Response Time with Respect to the Initial Investigation of Reports of Child Abuse or Neglect

“Response time” is defined as the time from “receipt of report” to “initial investigation.” “Receipt of report” is defined as the log-in of a call to the agency from a reporter alleging child maltreatment. “Initial investigation” is defined as face-to-face contact with the alleged victim, when this is appropriate, or contact with another person who can provide information essential to the disposition of the investigation or assessment.

Enter the average response time in hours and the number of reports on which the average is based.

A. Average Response Time []

B. Number of Reports on Which Average Is Based []

7.4 Response Time with Respect to the Provision of Services

“Response time” is defined as the time from “receipt of report” to “provision of services.” “Receipt of report” is defined as the log-in of a call to the agency from a reporter alleging child maltreatment. “Provision of services” is defined as the opening of a case for on-going services or the receipt of continuing services.

Enter the average response time in days to providing services (other than CPS investigation or assessment) to children who were the subject of an investigation or assessment and the number of reports on which the average is based.

A. Average Response Time []

B. Number of Reports on Which Average is Based []

SECTION 8. COMMENTS

Please use this section to clarify your responses. States are encouraged to provide feedback here on the extent to which submission of requested data is practicable, including information on the availability of data in the future.

Enter here comments on Item 1.1.
Enter here comments on Item 2.1.
Enter here comments on Item 2.2.
Enter here comments on Item 2.3.
Enter here comments on Item 3.1.
Enter here comments on Item 3.2.
Enter here comments on Item 3.3.
Enter here comments on Item 3.4.
Enter here comments on Item 3.5.
Enter here comments on Item 4.1.

Enter here comments on Item 4.2.
Enter here comments on Item 4.3.
Enter here comments on Item 4.4.
Enter here comments on Item 4.5.
Enter here comments on Item 4.6.
Enter here comments on Item 4.7.
Enter here comments on Item 4.8.
Enter here comments on Item 4.9.
Enter here comments on Item 4.10.
Enter here comments on Item 5.1.
Enter here comments on Item 5.2.
Enter here comments on Item 5.3.

Enter here comments on Item 5.4.

Enter here comments on Item 6.1.

Enter here comments on Item 7.1.

Enter here comments on Item 7.2.

Enter here comments on Item 7.3.

Enter here comments on Item 7.4.

ENTER HERE OTHER COMMENTS 8.0.