



THE SUPREME COURT *of* OHIO

Specialized Dockets

Data Collection and Reporting

Child Welfare Measures

The Data Collection Team



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Child Welfare Measures

Getting Started



- These fields are required only for FDTCs.
- The goal is to track information and outcomes for the children of participants.
- The measures are located on the third tab, “Child Welfare,” of the spreadsheet.
- There is an instructions document specifically for these elements.

Important Reminders



- The report is a running list of each child of an individual referred to the docket.
- Any one child may have multiple lines/rows in this report, depending on the child's situation.
- Dockets are not expected to update information for the children of individuals who are referred but do not ultimately participate in the docket.
 - In these cases, record at least one line of information about the children of the referred individual, if possible.

Column A (pages 1 & 2 of instructions)



Individual Record ID

- This field confidentially identifies the parent (individual) referred to the docket.
 - The ID number should be the same used under the Participant Information tab.

Column B (page 2 of instructions)



Child ID

- This column will be used to confidentially identify the child(ren) of the participant.
 - It is recommended that the identifier for the parent (FDC101) be used with an additional element for the child(ren) (FDC101a and FDC101b).
 - If both parents are participating in the docket all children should be listed under both parents.

Column C (page 2 of instructions)



Status

- Record the status from the dropdown menu of each minor child as it changes.
 - There may be many rows for the same child.
 - The permanent statuses should only be used once and will be the last entry for that child.

Column D (page 3 of instructions)



Date changed

- Enter the date that the status in the preceding column changed.

Column E (page 3 of instructions)



Child DOB

- Enter the date of birth for the child.

Columns F, G, and H (page 3 of instructions)



- Column F-Legal status-abused
 - Select yes (“Y”) if the child was adjudicated as abused. Otherwise, indicate no (“N”).
 - Column G-Legal status-neglected
 - Select yes (“Y”) if the child was adjudicated as neglected. Otherwise, indicate no (“N”).
 - Column H-Legal status-dependent
 - Select yes (“Y”) if the child was adjudicated as dependent. Otherwise, indicate no (“N”).
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- ❖ A child may be adjudicated in one or more categories.
 - ❖ If the case has not yet been adjudicated, select “adjudication has not yet occurred” from the dropdown menu.

Submitting Reports



- Anytime data is changed in the spreadsheet, be sure to save it!
- The most up to date spreadsheet can be submitted on the Specialized Dockets Data Collection homepage.
 - Dockets are required to upload at least once per month by the 15th of the month.
 - Dockets can submit updated reports as frequently as each time the spreadsheet is updated.
- To submit the spreadsheet, either drag your saved excel file from the location you saved it locally OR select “click here....and select your file.”
- You will receive an email confirmation and possible error messages within two hours of submission.
- If you do not receive an email notification in response to each submission, please contact Christine Hahn.
- To correct an error, make the correction to the spreadsheet and resubmit.
- Please contact Christine Hahn if you need assistance.