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12 IN THE ARIZONA SUPREME COURT

13 In the Matter of:

No. R-14-_____

14 PETITION TO AMEND RULE 44,
15 ARIZONA RULES OF PROCEDURE
16 FOR THE JUVENILE COURT

AFFIDAVIT OF DCS

17 I declare under oath that the following statements are true:

18 1. That I am employed as Data and Technology Administrator with the
19 Department of Child Safety (DCS or the Department) and am authorized to make this
20 Affidavit on its behalf. I have been employed in this capacity since 2011 and have 15
21 years of experience in state service. I have dedicated my career exclusively to building
22 and supporting of information systems for child welfare. Through the course of my
23 employment I have been made personally aware of the information contained in this
24 Affidavit.

25 2. As of December 2014, there were approximately 17,448 children in DCS's
26 custody pursuant to orders of the juvenile court.
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1 3. In 1996 and 1997, the Department (then part of the Department of Economic
2 Security, or "DES") developed a system to comply with federal criteria for a Statewide
3 Automated Child Welfare Information System (SACWIS). The SACWIS criteria
4 incorporated the requirements for both the Adoption and Foster Care Analysis and
5 Reporting System (AFCARS) and the National Child Abuse and Neglect Data System
6 (NCANDS). The project also provided a single case management, provider management,
7 and provider payment system. The resulting database is called the Children's Information
8 Library and Data Source ("CHILDS"). CHILDS was designed with multiple purposes in
9 mind—to facilitate reporting to the Federal Government as required by federal law, to
10 provide the Department with the ability to have a single system to manage case-related
11 data, to perform billing functions to contractors and other payees, and to manage
12 information about the contracted provider network.

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16 4. Since February 1998, Department staff has been required to use the
17 CHILDS/SACWIS system to document the status, demographic characteristics, location,
18 and goal for every child who is in foster care. CHILDS supports Hotline intake, initial
19 assessment/ investigation, case management, adoption, eligibility determination, staff
20 management, provider management and payment processing; and includes on-line help,
21 policy, a court document and forms directory, an alert system for key case events, and
22 other mechanisms to monitor and maintain data accuracy. In 2009, the automation of the
23 child welfare appeals process was included in CHILDS. The system also has several
24 interfaces that exchange data with other systems. This system continues to evolve to meet
25 the needs of users and new State and Federal requirements. These changes require
26 frequent and substantial changes to the system programming, resulting in changes to the
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1 functionality of the system and the way information is stored in and retrieved from
2 CHILDS.

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4 5. Because the CHILDS system was primarily designed for Federal reporting,
5 case management, provider management and provider payment; many of the screens and
6 information were not designed with a print capability. Numerous screens within CHILDS
7 also contain sensitive information, *i.e.*, provider Social Security Numbers, dates of birth,
8 and addresses. This information is necessary for making payments, but is not necessarily
9 needed in case management activities. CHILDS also stores information entered by Hotline
10 workers, investigators, and on-going workers, to assist them in doing their jobs, but that
11 information may otherwise be confidential under state and federal law, such as: criminal
12 conduct allegations; victims' identities, addresses, and phone numbers; domestic violence
13 allegations; Central Registry findings; confidential placement information; and income and
14 tax information of parents and placements. Additionally, other government entities, such
15 as the Administrative Office of the Courts, utilize the CHILDS system to apply for and
16 receive payment for Federal Title IV-E funds.

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20 6. The CHILDS system is utilized as a case management tool. Predominately
21 in dependency cases, the case manager inputs information into CHILDS that could be
22 found in the hard copy file or in the course of typical case management activities in order
23 to make information accessible in a central location. For example, there are several
24 CHILDS screens related to Juvenile Court cases. The Docket Numbers window is a
25 window in which the case manager can input the court docket number for a dependency or
26 delinquency case. This number can later be pre-populated into Court Reports that are
27 prepared by the case manager. The system also stores Case Notes—which document the
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1 agency's communications and case management activities. Inputting data into these
2 windows facilitates communication between case managers and agency staff when access
3 to the hard copy file is not always immediately available. Case managers can then access
4 this data in a central location, such as when preparing reports for the Juvenile Court.
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6 7. There are in excess of five hundred (500) windows in the CHILDS system.
7 A significant number of these windows (approximately 35%) would be considered
8 functional windows. These windows do not contain information, but rather are utilized to
9 conduct searches or data queries. There are also a number of obsolete windows
10 (approximately 10%) in the system. The majority of these windows have been replaced by
11 redesigned windows that better suit the needs of the user. Roughly 15% of the screens in
12 CHILDS could contain information that is captured in a printable report. To use a
13 printable report, a child safety worker can fill out a series of windows in which data can be
14 formatted at a later time into a final report, such as a Medical Summary Report to list all of
15 a foster child's medical or psychological data. Lastly, there are a number of windows
16 (approximately 20%) that do not contain case-specific information. These would include
17 staff information, budgetary information, and provider information. The remaining
18 windows are those that were designed with print capability, although the information
19 contained in those windows may also be included elsewhere in CHILDS or the hard-copy
20 file.
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25 8. The CHILDS project measures its success according to its ability to update
26 the system to respond to the evolving needs of its users while maintaining SACWIS
27 compliance, and is highly successful in this regard. This evolution has led to the creation
28 of new windows and new pieces of the system to meet the new needs and demands of the

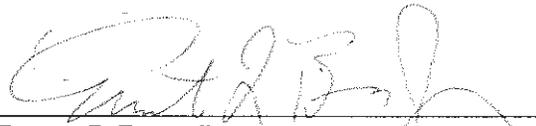
1 agency. This has resulted in some of the old windows becoming inactive or simply used as
2 displays for older data (as further described, above, in paragraph 7). All of these changes
3 have resulted from input and feedback from our field staff, as well as other stakeholders,
4 including the courts. Accordingly, the system has windows that are either entirely
5 obsolete, are now unusable, or contain only historic and outdated information. The process
6 to implement changes in CHILDS is lengthy and comprehensive, including development
7 of requirements and specifications, programming, and extensive testing. The Department
8 is actively working on replacing CHILDS; it is a multi-year project which won't be
9 completed for three to five years.

12 9. Currently, when CHILDS information is requested, it is taking about 8 hours
13 on average to process information in the CHILDS screens for a single request. This is
14 after streamlining the data gathering and production process over the last year is taken into
15 account. The time is expanded for each additional child whose information must be
16 produced. This includes time that it takes to manually review the data that is produced
17 from the system and then to redact confidential and privileged information from the
18 produced data. These requests are assigned to DCS's Central Records Coordination Unit
19 ("CRCU"), so that the expertise in processing these requests can be housed in one location.
20 CRCU currently receives about 50 requests a day on average.

23 10. The CRCU is also responsible for processing requests for disclosure of
24 interviews (audio and video) when those interviews contain confidential or privileged
25 information. Currently DCS does not have the capacity to redact information from
26 recordings and must send them off for transcription—at great expense and delay—before
27 redacting the protected information by hand.
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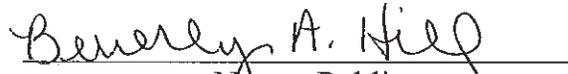
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11. I have read the foregoing and avow that the information stated herein is true and correct to the best of my knowledge and belief.



Ernest L. Baca Jr
Data and Technology Administrator
Department of Child Safety

SUBSCRIBED and sworn to before me this 30TH day of DECEMBER, 2014.


Notary Public

My Commission Expires ~~March 19, 2015~~
 **BEVERLY A. HILL**
NOTARY PUBLIC - State of Arizona
MARICOPA COUNTY
My Comm. Expires March 19, 2015