

Item	Description
Name	30-Day Visitation Report
ID	110d
Audience	Counselors, Supervisors and Managers
Frequency	Scheduled: Daily
Parameters/Prompts	District, Unit
Sort	District, Unit, Descending by Duration Not Seen
Levels/Breaks	None
Purpose	This is a listing report that provides information on documented face to face visits with children active in a Living Arrangement or Removal Episode/Out of Home Placement, as well as the duration since their last documents face to face visit.
Selection Criteria	<p>Universe</p> <p>1) All case participants that are active in an open living arrangement or removal episode/placement at the time the data is extracted and who were not in any of the exclusions below are included in the selection criteria. Face-to-face contacts documented on a note type of Child Investigation or Special Conditions are also counted.</p> <p>Children who are active in a case when the data is extracted will be excluded from the universe if:</p> <ul style="list-style-type: none"> ✓ The participant is over the age of 18 ✓ The child is in a closed case ✓ The child has an active legal status of Custody Other State ✓ The child has an active Family Support Status <p>The listing will display each record by Courtesy worker assignment type for child. If none exists, report for the district/agency/unit/county of primary caseworker for the case.</p> <p>2) Case Type = ICPC, In-Home-Court Order Supervision, Out-Of –Home-Court Ordered, In-Home – Voluntary, Out-Of-Home-Voluntary, Young Adults Formerly in Foster Care Age 18-22. Case status is either open or reopened. Select all active Case Participants who are less than 18 years of age that do not have a Living Arrangement or Out of Home Placement and have a Service Role of Child, Other or Null.</p>

Label/Field	Table	Column Name	Description
Detail Lines			
District			District associated to the courtesy worker for the child. If none exists primary worker for case.
Agency			Agency associated to the courtesy worker for the child. If none exists primary worker for case.
County			County associated to the courtesy worker for the child. If none exists primary worker for case. If more than one county exists, utilize Case County.
Unit			Unit associated to the courtesy worker for the child. If none exists primary worker for case.
Responsible Worker			Name of the courtesy worker for the child. If none exists primary worker for case.
Case Name			This is the name associated with the case
Case ID			This is the system generated number assigned to the case
Child Name	PERSON	PERSON.NM_LST, NM_FRST	Name of child
Person ID			System generated Id assigned to the child
Child Age	CALCULATED FIELD	N/A	This is calculated from the report end date
Child Service History Begin Date			Begin date of Initial Living Arrangement or Initial Removal (per case episode)

Label/Field	Table	Column Name	Description
Last Face to Face – Current Residence			<p>Date of last contact with child per the case episode by having a documented</p> <ul style="list-style-type: none"> • Case Note, Child Investigation or Special Conditions Note • Face-to-Face contact “Completed” • Note type of Home Visit – Current Residence <p>If Face-to-Face contact “Completed” row date is null, utilize Contact Begin Date for the note.</p>
Last Face to Face – Other Location			<p>Date of last contact with child per the case episode by having a documented</p> <p>:</p> <ul style="list-style-type: none"> • Case Note, Child Investigation or Special Conditions Note • Face-to-Face contact “Completed” • Note type of other than Home Visit – Current Residence, <p>If Face-to-Face contact “Completed” row date is null, utilize Contact Begin Date for the note.</p>
Duration Not Seen			<p>Count the number of days since last face to face per case episode until report run date. Count from most recent date in fields <i>Last Face to Face – Current Residence</i>, or <i>Last Face to Face – Other Location</i>. If there is no Face-to-Face completed, count number of days since Initial Service Begin Date.</p> <p>If the case status is reopened and the last visitation completed is before the service begins date the “duration” column will calculate from earliest service begin date within this case episode.</p>
Reason Not Seen In 30 Days			<p>Insert associated with most recent Reason Not Seen for children NOT SEEN in most recent 30-days</p>

Label/Field	Table	Column Name	Description
			Reason Codes = <ul style="list-style-type: none"> • Alert type of Abducted, Absconded, or Runaway • No Contact Order • Family Traveling • Family Moved • Out of State • LTL Custody • Other (not otherwise categorized) Note: If a Child has been seen, this field will be null, even if condition exists.
State of Primary Residence			Current location of the child. Display 2 character abbreviations for the state.
Possible Exception			If child is included in this report based on Selection Criteria #2, display "Y."