

Child Welfare Policy Manual

Questions & Answers

6.1 CCWIS Definitions

1. Question: 1355.52(b)(1)(iv) requires the title IV-E agency's CCWIS to maintain "Case management data to support federal audits, reviews, and other monitoring activities." What does "case management" mean?

Answer: ACF has not specifically defined the term "case management" because states and tribes define case management differently due to varying laws, policies, and practices.

ACF does, however, provide examples of case management activities. The CCWIS Notice of Proposed Rulemaking identifies activities considered "case management" to include the collection and updating of information such as child and family histories, assessments, contact notes, calendars, services recommended and delivered, eligibility for programs and services, and client outcomes.

- **Source/Date:** (9/14/16)
- **Legal and Related References:** Section 474 of title IV-E of the Social Security Act; Section 106 CAPTA; 45 CFR 1355.52(b)(1)(iv); 80 FR 48200 at 48213 (August 11, 2015); 58 FR 67939 at 67946 (December 22, 1993); ACYF-CB-PI-13-06.

2. Question: Is a foster family agency that provides for the daily care and supervision of foster children considered a child welfare contributing agency (CWCA)?

Answer: It depends. If a foster family agency has a contract or agreement with the title IV-E agency and provides child abuse and neglect investigations, placements, or child welfare case management services, this is a CWCA.

- **Source/Date:** (9/14/16)
- **Legal and Related References:** 45 CFR 1355.51(a); 81 FR 35450 at 35453 (June 2, 2016)

3. Question: Are county public entities, in county-administered states (such as County Children and Youth agencies), that provide child abuse and neglect investigations, placements, or child welfare case management services defined as child welfare contributing agencies (CWCAs)?

Answer: No. Counties are political subdivisions of the state, and the single state title IV-E agency designated in the state's title IV-B and title IV-E plan supervises the administration of county-administered title IV-B and IV-E programs. Therefore, counties in county-administered states are not considered CWCAs. Section 471(a)(2) of the Act and 45 CFR 205.100 provide the authority and parameters by which a single state title IV-E agency may delegate the administration of the title IV-E program to the state's political subdivisions and local agencies or offices.

- **Source/Date:** (9/14/16)
- **Legal and Related References:** Section 471(a)(2) of the Act; 45 CFR 205.100 and 1355.51(a); 81 FR 35450 at 35453 (June 2, 2016)

4. Question: Both a S/TACWIS and non-S/TACWIS project is defined in section 1355.51 as being "an 'active' automated data processing system or project." What does "active" mean in this context?

Answer: "Active" means a system that the state or tribe is using as of the effective date of these regulations (August 1, 2016), or the state or tribe is designing, developing or implementing the system as of the effective date of the regulations.

- **Source/Date:** (9/14/16)
- **Legal and Related References:** 45 CFR 1355.51; 80 FR 48200 at 48205 (August 11, 2015)

5. Question: Is a public or private entity that provides child abuse and neglect investigations, placement, or child welfare case management (or any combination of these) to children and families through contract or agreement with a county child welfare agency, considered a "child welfare contributing agency" (CWCA) as defined in section 1355.51?

Answer: Yes. CWCAs include public or private entities providing child abuse and neglect investigations, placement, or child welfare case management (or any combination of these) that have contracts or agreements with county child welfare agencies that are administering the IV-E program.

- **Source/Date:** 4/24/2017
- **Legal and Related References:** 45 CFR 1355.51; 81 FR 35450 at 35453 (issued June 2, 2016); 80 FR 48200 at 48205 (issued August 11, 2015)

6. Question: What is a non-CCWIS project?

Answer: A non-CCWIS project means a project to develop a child welfare information system that does not meet the requirements of sections 45 CFR 1355.52 and 1355.53.

- **Source/Date:** 09/19/2019

- **Legal and Related References:** 45 CFR 1355.57(f); 1356.60(e); 81 FR 35450 at 35473 - 35476 (issued June 2, 2016); 80 FR 48200 at 48206 - 48218 (issued August 11, 2016)

7. Question: Is a Federal tribe, Tribal organization or Tribal consortium (Tribes) a Child Welfare Contributing Agency (CWCA)?

Answer: No. Although a tribe may have a contract or agreement with the title IV-E agency to provide child abuse and neglect investigations, placement, or child welfare case management (or any combination of these) to children and families, they are sovereign nations and therefore are not CWCA's as defined at 45 CFR 1355.51.

- **Source/Date:** (4/17/20)
- **Legal and Related References:** 45 CFR 1355.51