

1969 NATIONAL YOUTH IN TRANSITION DATABASE (NYTD) INDEPENDENT LIVING SERVICES PROVIDED

Chapter: **Adolescent Services**

Section: **Supporting Transitions**



New Hampshire Division for Children, Youth and Families Policy Manual

Policy Directive: **10-25**

Effective Date: **October 1, 2010**

Scheduled Review Date:

Approved:

Maggie Bishop
Maggie Bishop, DCYF Director

Related Statute(s): [RSA 169-B](#), and [RSA 169-C](#)

Related Admin Rule(s):

Related Federal Regulation(s):

Related Form(s): [FORM 1969](#)

Bridges' Screen(s) and Attachment(s):

Purpose

In accordance with the John H. Chafee Foster Care Independence Act, States shall track the independent living services provided to youth. This is accomplished by collecting and reporting basic demographic data on each youth and the independent living services provided to them in thirteen broad categories.

Definitions

"Foster Care" means for the purpose of this policy, the supervised 24-hour substitute care of a child placed away from their parent or legal guardian for whom the State has placement and care responsibility. This includes: foster family homes, relative or kinship homes, pre-adoptive homes, shelters and residential facilities.

"Institutional Care" means for the purpose of this policy, facilities that are outside the scope of foster care, which include, but are not limited to: juvenile detention facilities; psychiatric hospitals; or facilities that are primarily for the detention or treatment of children who are adjudicated delinquent. These physically restrictive facilities provide for the care of children who require secure custody pending court adjudication, court disposition, and/or execution of a court order or after commitment.

"Monthly NYTD Checklist" (Form 1969) contains the list of independent living services to be tracked and recorded for NYTD purposes.

"National Youth In Transition Database (NYTD)" means the federal law that requires each state to:

1. Collect information on youth and the independent living services they receive paid for or provided by the State agencies that administer the Chafee Foster Care Independence Program (CFCIP); and
2. Collect outcomes information on youth who are in or who age out of foster care.

"Served Population" means DCYF youth age 14 or older and DJJS youth age 16 or older residing in "Foster or Institutional Care" or participating in Aftercare Services, that receive Independent Living services as defined by the "Monthly NYTD Checklist" regardless of case type or Title IV-E status that is paid for or provided by DCYF/DJJS or an agent of DCYF/DJJS.

"Service Provider" means a person or agency paid or contracted to provide a service by DCYF or DJJS. This includes foster parent, relative caregiver, ISO agency, residential, institutional or shelter care facility or any other service.

Policy

- I. CPSW/JPPPO must ensure that each "Service Provider" that is working with a youth in the served population has a copy of the "Monthly NYTD Checklist" (Form 1969) and understands that it is completed on a monthly basis.
- II. The CPSW/JPPPO must collect data monthly regarding independent living services provided to youth in the "Served Population" by obtaining the completed "Monthly NYTD Checklist" (Form 1969) from the foster parent, relative caregiver, ISO agency, residential, institutional or shelter care facility or other "Service Provider".
- III. The CPSW/JPPPO must enter the information in Bridges from the "Monthly NYTD Checklist" (Form 1969) before the end of the calendar month in which the information is received from the "Service Provider".
- IV. When the CPSW/JPPPO provides independent living services directly to a youth in the "Served Population" they must document either on Form 1969 or by entering directly into Bridges. The information MUST be in Bridges before the end of the calendar month in which the service was provided.
- V. The CPSW/JPPPO must record all independent living services provided, who provided them and the manner in which they were provided in the NYTD screens in Bridges. The CPSW/JPPPO must enter information about independent living services they have provided directly to the youth separately from what has been provided to the youth by a "Service Provider." Services provided more than once and in the same manner by the same person or agency only need to be recorded once.
- VI. The CPSW/JPPPO must ensure that the Bridges Education screens are kept up to date for all youth in the "Served Population."
- VII. The CPSW/JPPPO must ensure that completed adult living documentation is entered into the Bridges NYTD screens and that the information is kept up to date for all youth in the "Served Population."
- VIII. When DCYF and DJJS share cases and DCYF has a legal relationship with the family or if DCYF is the primary case manager, the CPSW is responsible for ensuring that the NYTD information is collected and recorded in Bridges.
- IX. ICPC youth whether placed here in NH or placed elsewhere by DCYF/DJJS are to be included in NYTD data collection if DCYF/DJJS provided any of the independent living services as identified by the Monthly Checklist.