

Health Service Executive

KPI Guidelines 2013

Child Protection and Welfare Services

[Version History](#)

Version 1: (26 March 2013)



Feidhmeannacht na Seirbhíse Sláinte
Health Service Executive

Children and Family Services - After Care

1	KPI Title	Number of young adults aged 18-20 (inclusive) in receipt of an aftercare service on the last day of the reporting period
2	KPI Description	This metric measures the number of young adults between the ages of 18-20 (inclusive) (18-20 up to and not including 21st Birthday) who are in receipt of an aftercare service as per section 45 of the Child Care Act 1991/HSE National After Care Policy.
3	KPI Rationale	To assess the provision of aftercare services.
	Indicator Classification	Please tick which Indicator Classification this indicator applies to, ideally choose one classification (in some cases you may need to choose two). <input checked="" type="checkbox"/> Person Centred Care <input checked="" type="checkbox"/> Effective Care <input type="checkbox"/> Safe Care <input type="checkbox"/> Better Health and Wellbeing <input type="checkbox"/> Use of Information <input type="checkbox"/> Workforce <input type="checkbox"/> Use of Resources <input type="checkbox"/> Governance, Leadership and Management
4	KPI Target	NSP 2013 target: 1363 (Expected Activity 2013)
5	KPI Calculation	This is a census count of young adults aged between 18-20 years (inclusive) on the last day of the quarter in this category who are in receipt of an aftercare service.
6	Data Source	PSW to Area Manager to Service Director and National Office head of Quality
	Data Completeness	
	Data Quality Issues	
7	Data Collection Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details: This metric is to be reported quarterly in arrears.
8	Tracer Conditions	
9	Minimum Data Set	Children and Family Services Quarterly returns Metric: CF6015 Number of young male adults aged 18-20 (inclusive) in receipt of an aftercare service on the last day of the reporting period; and CF6016 Number of young female adults aged 18-20 (inclusive) in receipt of an aftercare service on the last day of the reporting period
10	International Comparison	No
11	KPI Monitoring	KPI will be monitored on a (please indicate below) basis: <input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details: Please indicate who is responsible for monitoring this KPI: Service Directors and Head Of Quality Office
12	KPI Reporting Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
13	KPI report period	<input checked="" type="checkbox"/> Current (e.g. daily data reported on that same day of activity, monthly data reported within the same month of activity) <input type="checkbox"/> Monthly in arrears (June data reported in July) <input type="checkbox"/> Quarterly in arrears (quarter 1 data reported in quarter 2) <input type="checkbox"/> Rolling 12 months (previous 12 month period)
14	KPI Reporting Aggregation	<input checked="" type="checkbox"/> National <input checked="" type="checkbox"/> Regional <input checked="" type="checkbox"/> LHO Area <input type="checkbox"/> Hospital <input type="checkbox"/> County <input type="checkbox"/> Institution <input type="checkbox"/> Other – give details:
15	KPI is reported in which reports ?	<input type="checkbox"/> Corporate Plan Report <input checked="" type="checkbox"/> Performance Report (NSP/CBP) <input type="checkbox"/> CompStat <input type="checkbox"/> Other – give details:
16	Web link to data	http://www.hse.ie/eng/services/Publications/corporate/Performance_Reports_Monthly.html
17	Additional Information	
Contact details for Data Manager / Specialist Lead		National Lead for Alternative Care: Siobhan Mugan, Tel (01) 6352849: John Nolan, Information Analyst, Non Acute, BIU, Tel (046) 9280519. Email: john.nolan3@hse.ie
National Lead and Directorate		Annie Callinan head of Quality Assurance CFSA and Michele Clarke, DCYA

Children and Family Services - After Care

1	KPI Title	Number of young adults aged 18-20 (inclusive) in receipt of an aftercare service who are in full time education on the last day of the reporting period.
2	KPI Description	This metric measures the number of young adults between the ages of 18-20 (inclusive) (18-20 up to not including 21st Birthday) who are in receipt of an aftercare service as per section 45 of the Child Care Act 1991/HSE National After Care Policy and who are in full time education.
3	KPI Rationale	To assess the provision of aftercare services.
	Indicator Classification	Please tick which Indicator Classification this indicator applies to, ideally choose one classification (in some cases you may need to choose two). <input checked="" type="checkbox"/> Person Centred Care <input checked="" type="checkbox"/> Effective Care <input type="checkbox"/> Safe Care <input type="checkbox"/> Better Health and Wellbeing <input type="checkbox"/> Use of Information <input type="checkbox"/> Workforce <input type="checkbox"/> Use of Resources <input type="checkbox"/> Governance, Leadership and Management <input type="checkbox"/>
4	KPI Target	NSP 2013 target: 703 (Expected Activity 2013)
5	KPI Calculation	This is a census count of young adults aged between 18-20 years (inclusive) on the last day of the quarter in this category who are in receipt of an aftercare service and who are in full time education.
6	Data Source	PSW to Area Manager to Service Director and National Office head of Quality
	Data Completeness	
	Data Quality Issues	
7	Data Collection Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
8	Tracer Conditions	
9	Minimum Data Set	Children and Family Services Quarterly returns Metric: CF6015 Number of young male adults aged 18-20 (inclusive) in receipt of an aftercare service on the last day of the reporting period; CF6016 Number of young female adults aged 18-20 (inclusive) in receipt of an aftercare service on the last day of the reporting period; and CF6019 Number of young adults aged 18-20 (inclusive) in receipt of an aftercare service who are in FULL TIME Education on the last day of the reporting period.
10	International Comparison	No
11	KPI Monitoring	KPI will be monitored on a (please indicate below) basis: <input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details: Please indicate who is responsible for monitoring this KPI: Service Directors and Head Of Quality Office
12	KPI Reporting Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
13	KPI report period	<input checked="" type="checkbox"/> Current (e.g. daily data reported on that same day of activity, monthly data reported within the same month of activity) <input type="checkbox"/> Monthly in arrears (June data reported in July) <input type="checkbox"/> Quarterly in arrears (quarter 1 data reported in quarter 2) <input type="checkbox"/> Rolling 12 months (previous 12 month period)
14	KPI Reporting Aggregation	<input checked="" type="checkbox"/> National <input checked="" type="checkbox"/> Regional <input checked="" type="checkbox"/> LHO Area <input type="checkbox"/> Hospital <input type="checkbox"/> County <input type="checkbox"/> Institution <input type="checkbox"/> Other – give details:
15	KPI is reported in which reports ?	<input type="checkbox"/> Corporate Plan Report <input checked="" type="checkbox"/> Performance Report (NSP/CBP) <input type="checkbox"/> CompStat <input type="checkbox"/> Other – give details:
16	Web link to data	http://www.hse.ie/eng/services/Publications/corporate/Performance_Reports_Monthly.html
17	Additional Information	
Contact details for Data Manager / Specialist Lead		National Lead for Alternative Care: Siobhan Mughan, Tel (01) 6352849: John Nolan, Information Analyst, Non Acute, BIU, Tel (046) 9280519. Email: john.nolan3@hse.ie
National Lead and Directorate		Annie Callinan head of Quality Assurance CFSA and Michele Clarke, DCYA

Children and Family Services - Child Protection - Child Abuse

1	KPI Title	Number of referrals of child abuse received during the reporting period.
2	KPI Description	This metric is designed to measure the number of referrals of child abuse a received during the reporting period. (Abuse is categorised within Children First as one of the following: Emotional abuse, Physical abuse, Sexual abuse and Neglect.)
3	KPI Rationale	Indicator of volume of referrals and responsiveness of service to such referrals.
	Indicator Classification	Please tick which Indicator Classification this indicator applies to, ideally choose one classification (in some cases you may need to choose two). <input type="checkbox"/> Person Centred Care <input checked="" type="checkbox"/> Effective Care <input type="checkbox"/> Safe Care <input type="checkbox"/> Better Health and Wellbeing <input type="checkbox"/> Use of Information <input type="checkbox"/> Workforce <input type="checkbox"/> Use of Resources <input type="checkbox"/> Governance, Leadership and Management
4	KPI Target	NSP 2013 target: 20,532 (Expected Activity 2013)
5	KPI Calculation	This metric looks at the number of referrals of child abuse received in the administrative area during the reporting period.
6	Data Source	PSW to CCIO to Area Manager to Service Director and National Office head of Quality
	Data Completeness	
	Data Quality Issues	
7	Data Collection Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details: Data is collected quarterly in arrears
8	Tracer Conditions	
9	Minimum Data Set	Children and Family Services Quarterly Returns Metric: CF1001 Total Number of referrals of Child Abuse received during the reporting period
10	International Comparison	
11	KPI Monitoring	KPI will be monitored on a (please indicate below) basis: <input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details: Please indicate who is responsible for monitoring this KPI: Service Directors and Head Of Quality Office
12	KPI Reporting Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
13	KPI report period	<input type="checkbox"/> Current (e.g. daily data reported on that same day of activity, monthly data reported within the same month of activity) <input type="checkbox"/> Monthly in arrears (June data reported in July) <input checked="" type="checkbox"/> Quarterly in arrears (quarter 1 data reported in quarter 2) <input type="checkbox"/> Rolling 12 months (previous 12 month period)
14	KPI Reporting Aggregation	<input checked="" type="checkbox"/> National <input checked="" type="checkbox"/> Regional <input checked="" type="checkbox"/> LHO Area <input type="checkbox"/> Hospital <input type="checkbox"/> County <input type="checkbox"/> Institution <input type="checkbox"/> Other – give details:
15	KPI is reported in which reports ?	<input type="checkbox"/> Corporate Plan Report <input checked="" type="checkbox"/> Performance Report (NSP/CBP) <input type="checkbox"/> CompStat <input checked="" type="checkbox"/> Other – give details: Section 8
16	Web link to data	http://www.hse.ie/eng/services/Publications/corporate/Performance_Reports_Monthly.html
17	Additional Information	
Contact details for Data Manager / Specialist Lead		National Specialist for Child Protection: Linda Cremer, 01-6352849 linda.cremer@hse.ie John Nolan, Information Analyst, Non Acute, BIU, Tel (046) 9280519. Email: john.nolan3@hse.ie
National Lead and Directorate		Annie Callinan head of Quality Assurance CFSA and Michele Clarke, DCYA

Children and Family Services - Child Protection - Child Abuse

1	KPI Title	Percentage of referrals of child abuse received during the reporting period where a preliminary enquiry (National Intake Form) was completed within 24 hours of receipt of the referral
2	KPI Description	This metric is designed to extract the percentage of child abuse referrals received during the reporting period where a preliminary enquiry took place and was completed within 24 hours (1 working day) of receipt of the referral.
3	KPI Rationale	Indicator of volume of referrals and responsiveness of service to such referrals.
	Indicator Classification	Please tick which Indicator Classification this indicator applies to, ideally choose one classification (in some cases you may need to choose two). <input type="checkbox"/> Person Centred Care <input checked="" type="checkbox"/> Effective Care <input type="checkbox"/> Safe Care <input type="checkbox"/> Better Health and Wellbeing <input type="checkbox"/> Use of Information <input type="checkbox"/> Workforce <input type="checkbox"/> Use of Resources <input type="checkbox"/> Governance, Leadership and Management
4	KPI Target	NSP 2013 target: 74%
5	KPI Calculation	This figure is produced by dividing the number of referrals of child abuse by the total number of referrals of child abuse where a preliminary enquiry took place and was completed within 24 hours (1 working day) for example: 1 LHO had 50 referrals of child abuse, 25 of which had a preliminary enquiry within 24 hours x 100%) Calculation: $\frac{\text{Total number of referrals of child abuse} - 50}{\text{No. of referrals of child abuse with preliminary enquiry within 24hrs}} \times 100\% = 50\%$
6	Data Source	PSW to CCIO to Area Manager to Service Director and National Office head of Quality
	Data Completeness	
	Data Quality Issues	
7	Data Collection Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details: Data is collected quarterly in arrears
8	Tracer Conditions	
9	Minimum Data Set	Children and Family Services Quarterly Returns Metric: CF1001 Total Number of referrals of Child Abuse received during the reporting period; and CF1029 Of the total number of child abuse referrals received during the reporting period; how many preliminary enquiries (National Intake Form) were completed within 24 hours of receipt of the referral
10	International Comparison	
11	KPI Monitoring	KPI will be monitored on a (please indicate below) basis: <input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details: Please indicate who is responsible for monitoring this KPI: Service Directors and Head Of Quality Office
12	KPI Reporting Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
13	KPI report period	<input type="checkbox"/> Current (e.g. daily data reported on that same day of activity, monthly data reported within the same month of activity) <input type="checkbox"/> Monthly in arrears (June data reported in July) <input checked="" type="checkbox"/> Quarterly in arrears (quarter 1 data reported in quarter 2) <input type="checkbox"/> Rolling 12 months (previous 12 month period)
14	KPI Reporting Aggregation	<input checked="" type="checkbox"/> National <input checked="" type="checkbox"/> Regional <input checked="" type="checkbox"/> LHO Area <input type="checkbox"/> Hospital <input type="checkbox"/> County <input type="checkbox"/> Institution <input type="checkbox"/> Other – give details:
15	KPI is reported in which reports ?	<input type="checkbox"/> Corporate Plan Report <input checked="" type="checkbox"/> Performance Report (NSP/CBP) <input type="checkbox"/> CompStat <input checked="" type="checkbox"/> Other – give details: Section 8
16	Web link to data	http://www.hse.ie/eng/services/Publications/corporate/Performance_Reports_Monthly.html
17	Additional Information	
Contact details for Data Manager / Specialist Lead		National Specialist for Child Protection: Linda Cremer, 01-6352849 John Nolan, Information Analyst, Non Acute, BIU, Tel (046) 9280519. Email: john.nolan3@hse.ie
National Lead and Directorate		Annie Callinan head of Quality Assurance CFSA and Michele Clarke, DCYA

Children and Family Services - Child Protection - Child Abuse

1	KPI Title	Percentage of referrals child abuse which required an initial assessment following a preliminary enquiry (National Intake Form)
2	KPI Description	This metric is designed to measure the percentage of child abuse referrals received which required an initial assessment following a preliminary enquiry.
3	KPI Rationale	Indicator of volume of referrals and responsiveness of service to such referrals, and when assessments have taken place following a preliminary enquiry.
	Indicator Classification	Please tick which Indicator Classification this indicator applies to, ideally choose one classification (in some cases you may need to choose two). <input type="checkbox"/> Person Centred Care <input checked="" type="checkbox"/> Effective Care Safe Care <input type="checkbox"/> Better Health and Wellbeing <input type="checkbox"/> Use of Information <input type="checkbox"/> Workforce <input type="checkbox"/> Use of Resources <input type="checkbox"/> Governance, Leadership and Management <input type="checkbox"/>
	4	KPI Target
5	KPI Calculation	The figure is produced by dividing the total number referrals of child abuse which required an initial assessment following a preliminary enquiry by the total number of referrals of child abuse. LHO area has 50 referrals of child abuse, 25 of which received an initial assessment, x 100%). Calculation: $\frac{\text{Total No of referrals of child abuse which required an initial assessment following a preliminary enquiry (25)}}{\text{Total No. of referrals of child abuse (50)}} \times 100 = 50\%$
6	Data Source	PSW to CCIO to Area Manager to Service Director and National Office head of Quality
	Data Completeness	
	Data Quality Issues	
7	Data Collection Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details: Data is collected quarterly in arrears.
8	Tracer Conditions	
9	Minimum Data Set	Children and Family Services Quarterly Returns Metric: CF1001 Total Number of referrals of Child Abuse received during the reporting period; CF1029 Of the total number of child abuse referrals received during the reporting period; how many preliminary enquiries (National Intake Form) were completed within 24 hours of receipt of the referral and CF1031 Of the total number of referrals of child abuse received during the reporting period; how many required an Initial Assessment (I.A) following a preliminary Enquiry (National Intake Form)
10	International Comparison	
11	KPI Monitoring	KPI will be monitored on a (please indicate below) basis: <input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details: Please indicate who is responsible for monitoring this KPI: Service Directors and Head Of Quality Office
12	KPI Reporting Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
13	KPI report period	<input type="checkbox"/> Current (e.g. daily data reported on that same day of activity, monthly data reported within the same month of activity) <input type="checkbox"/> Monthly in arrears (June data reported in July) <input checked="" type="checkbox"/> Quarterly in arrears (quarter 1 data reported in quarter 2) <input type="checkbox"/> Rolling 12 months (previous 12 month period)
14	KPI Reporting Aggregation	<input checked="" type="checkbox"/> National <input checked="" type="checkbox"/> Regional <input checked="" type="checkbox"/> LHO Area <input type="checkbox"/> Hospital <input type="checkbox"/> County <input type="checkbox"/> Institution <input type="checkbox"/> Other – give details:
15	KPI is reported in which reports ?	<input type="checkbox"/> Corporate Plan Report <input checked="" type="checkbox"/> Performance Report (NSP/CBP) <input type="checkbox"/> CompStat <input checked="" type="checkbox"/> Other – give details: Section 8
16	Web link to data	http://www.hse.ie/eng/services/Publications/corporate/Performance_Reports_Monthly.html
17	Additional Information	
Contact details for Data Manager / Specialist Lead		National Specialist for Child Protection: Linda Cremer, 01-6352849: John Nolan, Information Analyst, Non Acute, BIU, Tel (046) 9280519. Email: john.nolan3@hse.ie
National Lead and Directorate		Annie Callinan head of Quality Assurance CFSA and Michele Clarke, DCYA

Children and Family Services - Child Protection - Child Abuse

1	KPI Title	Percentage of initial assessments completed within 21 days of receipt of the referral
2	KPI Description	This metric is designed to measure the number of initial assessments that took place as a result of a referral of child abuse received during the reporting period and of those initial assessments commenced how many were completed within 21 days of the referral/report.
3	KPI Rationale	Indicator of volume of referrals and responsiveness of service to such referrals, and when assessments have taken place.
	Indicator Classification	Please tick which Indicator Classification this indicator applies to, ideally choose one classification (in some cases you may need to choose two). <input type="checkbox"/> Person Centred Care <input checked="" type="checkbox"/> Effective Care <input type="checkbox"/> Safe Care <input type="checkbox"/> Better Health and Wellbeing <input type="checkbox"/> Use of Information <input type="checkbox"/> Workforce <input type="checkbox"/> Use of Resources <input type="checkbox"/> Governance, Leadership and Management
	KPI Target	NSP 2013 target: 25%
4	KPI Calculation	The figure is produced by dividing the number of referrals of child abuse who received an initial assessment and the IA were completed within 21 days of the referral by the total number of initial assessments commenced. LHO area has 50 referrals of child abuse that received an initial assessment, 25 of which were completed within 21 days of the referral x 100%). Calculation: Of the No of IA completed within 21 days of referral (25) Of the No. of referrals of child abuse that led to an IA (50) (25)x100% = 50%
6	Data Source	PSW to CCIO to Area Manager to Service Director and National Office head of Quality
	Data Completeness	
	Data Quality Issues	
7	Data Collection Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details: This metric is to be reported quarterly in arrears.
8	Tracer Conditions	
9	Minimum Data Set	Children and Family Services Quarterly Returns Metric: CF1031 Of the total number of referrals of child abuse received during the reporting period; how many required an Initial Assessment (I.A) following a preliminary Enquiry (National Intake Form) and CF1031 Of the total number of referrals of child abuse received during the reporting period that led to an Initial Assessment (I.A); how many were completed within 21 working days of receipt of the referral
10	International Comparison	
11	KPI Monitoring	KPI will be monitored on a (please indicate below) basis: <input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details: Please indicate who is responsible for monitoring this KPI: Service Directors and Head Of Quality Office
12	KPI Reporting Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
13	KPI report period	<input type="checkbox"/> Current (e.g. daily data reported on that same day of activity, monthly data reported within the same month of activity) <input type="checkbox"/> Monthly in arrears (June data reported in July) <input checked="" type="checkbox"/> Quarterly in arrears (quarter 1 data reported in quarter 2) <input type="checkbox"/> Rolling 12 months (previous 12 month period)
14	KPI Reporting Aggregation	<input checked="" type="checkbox"/> National <input checked="" type="checkbox"/> Regional <input checked="" type="checkbox"/> LHO Area <input type="checkbox"/> Hospital <input type="checkbox"/> County <input type="checkbox"/> Institution <input type="checkbox"/> Other – give details:
15	KPI is reported in which reports ?	<input type="checkbox"/> Corporate Plan Report <input checked="" type="checkbox"/> Performance Report (NSP/CBP) <input type="checkbox"/> CompStat <input checked="" type="checkbox"/> Other – give details: Section 8
16	Web link to data	http://www.hse.ie/eng/services/Publications/corporate/Performance_Reports_Monthly.html
17	Additional Information	
Contact details for Data Manager / Specialist Lead		National Specialist for Child Protection: Linda Cremer, 01-6352849 linda.cremer@hse.ie John Nolan, Information Analyst, Non Acute, BIU, Tel (046) 9280519. Email: john.nolan3@hse.ie
National Lead and Directorate		Annie Callinan head of Quality Assurance CFSA and Michele Clarke, DCYA

Children and Family Services - Child Protection - Child Abuse

1	KPI Title	Percentage of initial assessments which led to the child being listed on the Child Protection Notification System (CPNS)
2	KPI Description	As an outcome of an Initial Assessment following a child abuse referral, this metric measures the number of children that were listed to CPNS as an action following the initial assessment (IA). (Following rollout of NCCIS standardised business process) (See additional information 17 below)
3	KPI Rationale	Indicator of volume of listings to CPNS as an action following initial assessment.
	Indicator Classification	Please tick which Indicator Classification this indicator applies to, ideally choose one classification (in some cases you may need to choose two). <input type="checkbox"/> Person Centred Care <input checked="" type="checkbox"/> Effective Care <input type="checkbox"/> Safe Care <input type="checkbox"/> Better Health and Wellbeing <input type="checkbox"/> Use of Information <input type="checkbox"/> Workforce <input type="checkbox"/> Use of Resources <input type="checkbox"/> Governance, Leadership and Management
4	KPI Target	NSP 2013 Demand Led Baseline to be established in 2013
5	KPI Calculation	This figure is produced by dividing the number of children listed to CPNS following child abuse referrals as an action of the initial assessment by the number of initial assessments. LHO area has 50 initial assessments, 25 of which resulted in a child being listed to CPNS x 100%. Calculation: Of the No of IA completed within 21 days of referral (25) Of the No. of referrals of child abuse that led to an IA (50) (25)x100% = 50%
6	Data Source	PSW to CCIO to Area Manager to Service Director and National Office head of Quality
	Data Completeness	
	Data Quality Issues	
7	Data Collection Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details: This metric is to be reported quarterly in arrears.
8	Tracer Conditions	
9	Minimum Data Set	Children and Family Services Quarterly Returns Metric: CF1031 Of the total number of referrals of child abuse received during the reporting period that led to an Initial Assessment (IA); how many were completed within 21 working days of receipt of the referral; and CF1035 Of the total number of abuse referrals received during the reporting period that had an Initial Assessment, how many were recorded with an Action of CHILD PROTECTION
10	International Comparison	
11	KPI Monitoring	KPI will be monitored on a (please indicate below) basis: <input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details: Please indicate who is responsible for monitoring this KPI: Service Directors and Head Of Quality Office
12	KPI Reporting Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
13	KPI report period	<input type="checkbox"/> Current (e.g. daily data reported on that same day of activity, monthly data reported within the same month of activity) <input type="checkbox"/> Monthly in arrears (June data reported in July) <input checked="" type="checkbox"/> Quarterly in arrears (quarter 1 data reported in quarter 2) <input type="checkbox"/> Rolling 12 months (previous 12 month period)
14	KPI Reporting Aggregation	<input checked="" type="checkbox"/> National <input checked="" type="checkbox"/> Regional <input checked="" type="checkbox"/> LHO Area <input type="checkbox"/> Hospital <input type="checkbox"/> County <input type="checkbox"/> Institution <input type="checkbox"/> Other – give details:
15	KPI is reported in which reports ?	<input type="checkbox"/> Corporate Plan Report <input checked="" type="checkbox"/> Performance Report (NSP/CBP) <input type="checkbox"/> CompStat <input checked="" type="checkbox"/> Other – give details: Section 8
16	Web link to data	http://www.hse.ie/eng/services/Publications/corporate/Performance_Reports_Monthly.html
17	Additional Information	The percentage of initial assessments which led to the child being listed on the Child Protection Notification System (CPNS) is not captured specifically. At time of publication the data that can be captured relates to "Child Protection" as an outcome of Initial Assessment as per NCCIS SBP. Following on from the outcome of IA a child may have a Child Protection Conference and an outcome of a Child Protection Conference may be that the child is listed on the Child protection Notification System (CPNS)
Contact details for Data Manager / Specialist Lead		National Specialist for Child Protection: Linda Creamer, 01-6352849 linda.creamer@hse.ie John Nolan, Information Analyst, Non Acute, BIU, Tel (046) 9280519. Email: john.nolan3@hse.ie
National Lead and Directorate		Annie Callinan head of Quality Assurance CFSA and Michele Clarke, DCYA

Children and Family Services - Child Protection - Child Welfare

1	KPI Title	Number of referrals of child welfare concerns received during the reporting period
2	KPI Description	This metric is designed to measure the number of referrals of child welfare concerns received during the reporting period.
3	KPI Rationale	Indicator of volume of referrals and responsiveness of service to such referrals.
	Indicator Classification	Please tick which Indicator Classification this indicator applies to, ideally choose one classification (in some cases you may need to choose two). <input type="checkbox"/> Person Centred Care <input checked="" type="checkbox"/> Effective Care <input type="checkbox"/> Safe Care <input type="checkbox"/> Better Health and Wellbeing <input type="checkbox"/> Use of Information <input type="checkbox"/> Workforce <input type="checkbox"/> Use of Resources <input type="checkbox"/> Governance, Leadership and Management
4	KPI Target	NSP 2013 target: 21,905 (Expected Activity 2013)
5	KPI Calculation	This metric looks at the number of referrals of child welfare concerns received in the administrative area during the reporting period and the services response to such referrals.
6	Data Source	PSW to CCIO to Area Manager to Service Director and National Office head of Quality
	Data Completeness	
	Data Quality Issues	
7	Data Collection Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details: Data is collected quarterly in arrears
8	Tracer Conditions	
9	Minimum Data Set	Children and Family Services Quarterly Returns Metric: CF1201 Number of referrals of Child Welfare Concern received during the reporting period
10	International Comparison	
11	KPI Monitoring	KPI will be monitored on a (please indicate below) basis: <input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details: Please indicate who is responsible for monitoring this KPI: Service Directors and Head Of Quality Office
12	KPI Reporting Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
13	KPI report period	<input type="checkbox"/> Current (e.g. daily data reported on that same day of activity, monthly data reported within the same month of activity) <input type="checkbox"/> Monthly in arrears (June data reported in July) <input checked="" type="checkbox"/> Quarterly in arrears (quarter 1 data reported in quarter 2) <input type="checkbox"/> Rolling 12 months (previous 12 month period)
14	KPI Reporting Aggregation	<input checked="" type="checkbox"/> National <input checked="" type="checkbox"/> Regional <input checked="" type="checkbox"/> LHO Area <input type="checkbox"/> Hospital <input type="checkbox"/> County <input type="checkbox"/> Institution <input type="checkbox"/> Other – give details:
15	KPI is reported in which reports ?	<input type="checkbox"/> Corporate Plan Report <input checked="" type="checkbox"/> Performance Report (NSP/CBP) <input type="checkbox"/> CompStat <input checked="" type="checkbox"/> Other – give details: Section 8
16	Web link to data	http://www.hse.ie/eng/services/Publications/corporate/Performance_Reports_Monthly.html
17	Additional Information	
Contact details for Data Manager / Specialist Lead		National Specialist for Child Protection: Linda Cremer, 01-6352849 linda.cremer@hse.ie John Nolan, Information Analyst, Non Acute, BIU, Tel (046) 9280519. Email: john.nolan3@hse.ie
National Lead and Directorate		Annie Callinan head of Quality Assurance CFSA and Michele Clarke, DCYA

Children and Family Services - Child Protection - Child Welfare

1	KPI Title	Percentage of referrals of child welfare concerns received during the reporting period where a preliminary enquiry (National Intake Form) was completed within 24 hours of receipt of the referral
2	KPI Description	This metric is designed to extract the percentage of child welfare concern referrals received during the reporting period where a preliminary enquiry took place within 24 hours (1 working day) of receipt of the referral.
3	KPI Rationale	Indicator of volume of referrals and responsiveness of service to such referrals.
	Indicator Classification	Please tick which Indicator Classification this indicator applies to, ideally choose one classification (in some cases you may need to choose two). <input type="checkbox"/> Person Centred Care <input checked="" type="checkbox"/> Effective Care <input type="checkbox"/> Safe Care <input type="checkbox"/> Better Health and Wellbeing <input type="checkbox"/> Use of Information <input type="checkbox"/> Workforce <input type="checkbox"/> Use of Resources <input type="checkbox"/> Governance, Leadership and Management
4	KPI Target	NSP 2013 target: 60%
5	KPI Calculation	This figure is produced by dividing the number of referrals of child welfare concerns by the total number of referrals of child welfare concerns where a preliminary enquiry took place within 24 hours (1 working day) for example: LHO has 50 referrals of child welfare concerns, 25 of which had a preliminary enquiry within 24 hours x 100%) Calculation: $\frac{\text{Total number of referrals of child welfare concerns} - 50}{\text{No. of referrals of child welfare concerns with preliminary enquiry within 24hrs (25)}} \times 100\% = 50\%$
6	Data Source	PSW to CCIO to Area Manager to Service Director and National Office head of Quality
	Data Completeness	
	Data Quality Issues	
7	Data Collection Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details: Data is collected quarterly in arrears.
8	Tracer Conditions	
9	Minimum Data Set	Children and Family Services Quarterly Returns Metric: CF1201 Number of referrals of Child Welfare Concern received during the reporting period; and CF1221 Of the total number of Child Welfare Concern referrals received during the reporting period; how many preliminary enquiries (National Intake Form) were completed within 24 hours of receipt of the referral
10	International Comparison	
11	KPI Monitoring	KPI will be monitored on a (please indicate below) basis: <input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details: Please indicate who is responsible for monitoring this KPI: Service Directors and Head Of Quality Office
12	KPI Reporting Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
13	KPI report period	<input type="checkbox"/> Current (e.g. daily data reported on that same day of activity, monthly data reported within the same month of activity) <input type="checkbox"/> Monthly in arrears (June data reported in July) <input checked="" type="checkbox"/> Quarterly in arrears (quarter 1 data reported in quarter 2) <input type="checkbox"/> Rolling 12 months (previous 12 month period)
14	KPI Reporting Aggregation	<input checked="" type="checkbox"/> National <input checked="" type="checkbox"/> Regional <input checked="" type="checkbox"/> LHO Area <input type="checkbox"/> Hospital <input type="checkbox"/> County <input type="checkbox"/> Institution <input type="checkbox"/> Other – give details:
15	KPI is reported in which reports ?	<input type="checkbox"/> Corporate Plan Report <input checked="" type="checkbox"/> Performance Report (NSP/CBP) <input type="checkbox"/> CompStat <input checked="" type="checkbox"/> Other – give details: Section 8
16	Web link to data	http://www.hse.ie/eng/services/Publications/corporate/Performance_Reports_Monthly.html
17	Additional Information	
Contact details for Data Manager / Specialist Lead		National Specialist for Child Protection: Linda Cremer, 01-6352849 linda.cremer@hse.ie John Nolan, Information Analyst, Non Acute, BIU, Tel (046) 9280519. Email: john.nolan3@hse.ie
National Lead and Directorate		Annie Callinan head of Quality Assurance CFSA and Michele Clarke, DCYA

Children and Family Services - Child Protection - Child Welfare

1	KPI Title	Percentage of referrals child welfare concerns which required an initial assessment following a preliminary enquiry (National Intake Form)
2	KPI Description	This metric is designed to measure the percentage of child welfare concern referrals received which led to an initial assessment.
3	KPI Rationale	Indicator of volume of referrals and responsiveness of service to such referrals, and when assessments have taken place following a preliminary enquiry.
	Indicator Classification	Please tick which Indicator Classification this indicator applies to, ideally choose one classification (in some cases you may need to choose two). <input type="checkbox"/> Person Centred Care <input checked="" type="checkbox"/> Effective Care <input type="checkbox"/> Safe Care <input type="checkbox"/> Better Health and Wellbeing <input type="checkbox"/> Use of Information <input type="checkbox"/> Workforce <input type="checkbox"/> Use of Resources <input type="checkbox"/> Governance, Leadership and Management
	4	KPI Target
5	KPI Calculation	The figure is produced by dividing the total number referrals of child welfare concerns which led to an initial assessment by the total number of referrals of child welfare concerns. LHO area has 50 referrals of child welfare concerns, 25 of which received an initial assessment, x 100%. Calculation: $\frac{\text{Total No of referrals of child welfare concerns which led to an initial assessment (25)} \times 100}{\text{Total No. of referrals of child welfare concerns (50)}} = 50\%$
6	Data Source	PSW to CCIO to Area Manager to Service Director and National Office head of Quality
	Data Completeness	
	Data Quality Issues	
7	Data Collection Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details: Data is collected quarterly in arrears.
8	Tracer Conditions	
9	Minimum Data Set	Children and Family Services Quarterly Returns Metric: CF1201 Number of referrals of Child Welfare Concern received during the reporting period; CF1221 Of the total number of Child Welfare Concern referrals received during the reporting period; how many preliminary enquiries (National Intake Form) were completed within 24 hours of receipt of the referral; and CF1223 Of the total number of referrals of Child Welfare Concern received during the reporting period; how many required an Initial Assessment (I.A) following a preliminary Enquiry (National Intake Form)
10	International Comparison	
11	KPI Monitoring	KPI will be monitored on a (please indicate below) basis: <input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details: Please indicate who is responsible for monitoring this KPI: Service Directors and Head Of Quality Office
12	KPI Reporting Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
13	KPI report period	<input type="checkbox"/> Current (e.g. daily data reported on that same day of activity, monthly data reported within the same month of activity) <input type="checkbox"/> Monthly in arrears (June data reported in July) <input checked="" type="checkbox"/> Quarterly in arrears (quarter 1 data reported in quarter 2) <input type="checkbox"/> Rolling 12 months (previous 12 month period)
14	KPI Reporting Aggregation	<input checked="" type="checkbox"/> National <input checked="" type="checkbox"/> Regional <input checked="" type="checkbox"/> LHO Area <input type="checkbox"/> Hospital <input type="checkbox"/> County <input type="checkbox"/> Institution <input type="checkbox"/> Other – give details:
15	KPI is reported in which reports ?	<input type="checkbox"/> Corporate Plan Report <input checked="" type="checkbox"/> Performance Report (NSP/CBP) <input type="checkbox"/> CompStat <input checked="" type="checkbox"/> Other – give details: Section 8
16	Web link to data	http://www.hse.ie/eng/services/Publications/corporate/Performance_Reports_Monthly.html
17	Additional Information	
Contact details for Data Manager / Specialist Lead		National Specialist for Child Protection: Linda Cremer, 01-6352849 linda.cremer@hse.ie John Nolan, Information Analyst, Non Acute, BIU, Tel (046) 9280519. Email: john.nolan3@hse.ie
National Lead and Directorate		Annie Callinan head of Quality Assurance CFSA and Michele Clarke, DCYA

Children and Family Services - Child Protection - Child Welfare

1	KPI Title	Percentage of initial assessments completed within 21 days of receipt of the referral
2	KPI Description	This metric is designed to measure the number of initial assessments that took place as a result of a referral of child welfare concern received during the reporting period and of those initial assessments commenced how many were completed within 21 days of the referral/report.
3	KPI Rationale	Indicator of volume of referrals and responsiveness of service to such referrals, and when assessments have taken place.
	Indicator Classification	Please tick which Indicator Classification this indicator applies to, ideally choose one classification (in some cases you may need to choose two). <input type="checkbox"/> Person Centred Care <input checked="" type="checkbox"/> Effective Care <input type="checkbox"/> Safe Care <input type="checkbox"/> Better Health and Wellbeing <input type="checkbox"/> Use of Information <input type="checkbox"/> Workforce <input type="checkbox"/> Use of Resources <input type="checkbox"/> Governance, Leadership and Management
	KPI Target	NSP 2013 target: 30%
4	KPI Calculation	The figure is produced by dividing the number of referrals of child welfare concerns who received an initial assessment and the IA were completed within 21 days of the referral by the total number of initial assessments commenced. LHO area has 50 referrals of child welfare concerns that received an initial assessment, 25 of which were completed within 21 days of the referral x 100%. Calculation: $\frac{\text{Of the No of IA completed within 21 days of referral (25)}}{\text{Of the No. of referrals of child welfare concerns that led to an IA (50)}} \times 100\% = 50\%$
6	Data Source	PSW to CCIO to Area Manager to Service Director and National Office head of Quality
	Data Completeness	
	Data Quality Issues	
7	Data Collection Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details: This metric is to be reported quarterly in arrears.
8	Tracer Conditions	
9	Minimum Data Set	Children and Family Services Quarterly Returns Metric: CF1223 Of the total number of referrals of Child Welfare Concern received during the reporting period; how many required an Initial Assessment (I.A) following a preliminary Enquiry (National Intake Form); and CF1224 Of the total number of referrals of Child Welfare Concern received during the reporting period that led to an Initial Assessment (I.A); how many were completed within 21 working days of receipt of the referral
10	International Comparison	
11	KPI Monitoring	KPI will be monitored on a (please indicate below) basis: <input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details: Please indicate who is responsible for monitoring this KPI: Service Directors and Head Of Quality Office
12	KPI Reporting Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
13	KPI report period	<input type="checkbox"/> Current (e.g. daily data reported on that same day of activity, monthly data reported within the same month of activity) <input type="checkbox"/> Monthly in arrears (June data reported in July) <input checked="" type="checkbox"/> Quarterly in arrears (quarter 1 data reported in quarter 2) <input type="checkbox"/> Rolling 12 months (previous 12 month period)
14	KPI Reporting Aggregation	<input checked="" type="checkbox"/> National <input checked="" type="checkbox"/> Regional <input checked="" type="checkbox"/> LHO Area <input type="checkbox"/> Hospital <input type="checkbox"/> County <input type="checkbox"/> Institution <input type="checkbox"/> Other – give details:
15	KPI is reported in which reports ?	<input type="checkbox"/> Corporate Plan Report <input checked="" type="checkbox"/> Performance Report (NSP/CBP) <input type="checkbox"/> CompStat <input checked="" type="checkbox"/> Other – give details: Section 8
16	Web link to data	http://www.hse.ie/eng/services/Publications/corporate/Performance_Reports_Monthly.html
17	Additional Information	
Contact details for Data Manager / Specialist Lead		National Specialist for Child Protection: Linda Cremer, 01-6352849 linda.cremer@hse.ie John Nolan, Information Analyst, Non Acute, BIU, Tel (046) 9280519. Email: john.nolan3@hse.ie
National Lead and Directorate		Annie Callinan head of Quality Assurance CFSA and Michele Clarke, DCYA

Children and Family Services - Child Protection - Child Welfare

1	KPI Title	Percentage of initial assessments which led to the child being listed on the Child Protection Notification System (CPNS)
2	KPI Description	As an outcome of an Initial Assessment following a child welfare concern referral, this metric measures the number of children that were listed to CPNS as an action following the initial assessment (IA). (Following rollout of NCCIS standardised business process) (See additional information 17 below)
3	KPI Rationale	Indicator of volume of listings to CPNS as an action following initial assessment.
	Indicator Classification	Please tick which Indicator Classification this indicator applies to, ideally choose one classification (in some cases you may need to choose two). <input type="checkbox"/> Person Centred Care <input checked="" type="checkbox"/> Effective Care <input type="checkbox"/> Safe Care <input type="checkbox"/> Better Health and Wellbeing <input type="checkbox"/> Use of Information <input type="checkbox"/> Workforce <input type="checkbox"/> Use of Resources <input type="checkbox"/> Governance, Leadership and Management
4	KPI Target	NSP 2013 target: Demand Led
5	KPI Calculation	This figure is produced by dividing the number of children listed to CPNS following child welfare concerns referrals as an action of the initial assessment by the number of initial assessments. LHO area has 50 initial assessments, 25 of which resulted in a child being listed to CPNS x 100%). Calculation: Of the No of IA completed within 21 days of referral (25) Of the No. of referrals of child welfare concerns that led to an IA (50) (25)x100% = 50%
6	Data Source	PSW to CCIO to Area Manager to Service Director and National Office head of Quality
	Data Completeness	
	Data Quality Issues	
7	Data Collection Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details: Data is collected quarterly in arrears.
8	Tracer Conditions	
9	Minimum Data Set	Children and Family Services Quarterly Returns Metric: CF1224 Of the total number of referrals of Child Welfare Concern received during the reporting period that led to an Initial Assessment (I.A); how many were completed within 21 working days of receipt of the referral; and CF1227 Of the total number of Child Welfare Concern referrals received during the reporting period that had an Initial Assessment, how many were recorded with an Action of CHILD PROTECTION
10	International Comparison	
11	KPI Monitoring	KPI will be monitored on a (please indicate below) basis: <input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details: Please indicate who is responsible for monitoring this KPI: Service Directors and Head Of Quality Office
12	KPI Reporting Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
13	KPI report period	<input type="checkbox"/> Current (e.g. daily data reported on that same day of activity, monthly data reported within the same month of activity) <input type="checkbox"/> Monthly in arrears (June data reported in July) <input checked="" type="checkbox"/> Quarterly in arrears (quarter 1 data reported in quarter 2) <input type="checkbox"/> Rolling 12 months (previous 12 month period)
14	KPI Reporting Aggregation	<input checked="" type="checkbox"/> National <input checked="" type="checkbox"/> Regional <input checked="" type="checkbox"/> LHO Area <input type="checkbox"/> Hospital <input type="checkbox"/> County <input type="checkbox"/> Institution <input type="checkbox"/> Other – give details:
15	KPI is reported in which reports ?	<input type="checkbox"/> Corporate Plan Report <input checked="" type="checkbox"/> Performance Report (NSP/CBP) <input type="checkbox"/> CompStat <input checked="" type="checkbox"/> Other – give details: Section 8
16	Web link to data	http://www.hse.ie/eng/services/Publications/corporate/Performance_Reports_Monthly.html
17	Additional Information	The percentage of initial assessments which led to the child being listed on the Child Protection Notification System (CPNS) is not captured specifically. At time of publication the data that can be captured relates to "Child Protection" as an outcome of Initial Assessment as per NCCIS SBP. Following on from the outcome of IA a child may have a Child Protection Conference and an outcome of a Child Protection Conference may be that the child is listed on the Child protection Notification System (CPNS)
Contact details for Data Manager / Specialist Lead		National Specialist for Child Protection: Linda Cremer, 01-6352849 linda.cremer@hse.ie John Nolan, Information Analyst, Non Acute, BIU, Tel (046) 9280519. Email: john.nolan3@hse.ie
National Lead and Directorate		Annie Callinan head of Quality Assurance CFSA and Michele Clarke, DCYA

Children and Family Services - Residential and Foster Care

1	KPI Title	The Number and Percentage of children in care by care type: <ul style="list-style-type: none"> • Special Care Units (Ballydowd; Coovagh House: Glenn Alainn) • High Support (Rath Na nÓg; Crannóg Nua; Sacre Coeur; La Nua; Clodagh House; Ferryhouse: Elm House. • Residential General (Note: Include Special Arrangements) • Foster Care General (not including day fostering) • Foster Care with Relatives • Other Care Placements
2	KPI Description	This metric is designed to measure the number and percentage of children in care by care type, categorised as follows: <ul style="list-style-type: none"> • Special Care Units (Ballydowd; Coovagh House: Glenn Alainn) • High Support (Rath Na nÓg; Crannóg Nua; Sacre Coeur; La Nua; Clodagh House; Ferryhouse: Elm House. • Residential General (Note: Include Special Arrangements) • Foster care (not including day fostering) • Foster care with relatives • Other Care Placements
3	KPI Rationale	This metric ensures Compliance with the 1995 Child Care Regulations.
	Indicator Classification	Please tick which Indicator Classification this indicator applies to, ideally choose one classification (in some cases you may need to choose two). <input type="checkbox"/> Person Centred Care <input checked="" type="checkbox"/> Effective Care <input type="checkbox"/> Safe Care <input type="checkbox"/> Better Health and Wellbeing <input type="checkbox"/> Use of Information <input type="checkbox"/> Workforce <input type="checkbox"/> Use of Resources <input checked="" type="checkbox"/> Governance, Leadership and Management <input type="checkbox"/>
4	KPI Target	NSP 2013 target: Expected level of Activity 6,561 in care overall
5	KPI Calculation	The figure is produced by dividing the number of children in a care type (for each care type, Residential, Foster Care, Foster Care with Relatives FCWR, Other) by the total number of Children in Care (i.e. LHO area has 158 children in care, 29 of which are in Foster Care With Relatives 29/158x100%) Calculation: $\frac{\text{Number of Children in FCWR}(29)}{\text{Number of Children Care (158)} \times 100\% = 18\%$
6	Data Source	PSW to Area Manager to Service Director and National Office head of Quality
	Data Completeness	
	Data Quality Issues	
7	Data Collection Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input checked="" type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
8	Tracer Conditions	Child Care Act 1991; National Standards for general fostercare , relative care and residential care and Children care regulations 1995
9	Minimum Data Set	Children and Family Services Monthly Activity Data returns for children in care by care type
10	International Comparison	
11	KPI Monitoring	KPI will be monitored on a (please indicate below) basis: <input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input checked="" type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details: Please indicate who is responsible for monitoring this KPI: Service Directors and Head Of Quality Office
12	KPI Reporting Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input checked="" type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
13	KPI report period	<input checked="" type="checkbox"/> Current (e.g. daily data reported on that same day of activity, monthly data reported within the same month of activity) <input type="checkbox"/> Monthly in arrears (June data reported in July) <input type="checkbox"/> Quarterly in arrears (quarter 1 data reported in quarter 2) <input type="checkbox"/> Rolling 12 months (previous 12 month period)
14	KPI Reporting Aggregation	<input checked="" type="checkbox"/> National <input checked="" type="checkbox"/> Regional <input checked="" type="checkbox"/> LHO Area <input type="checkbox"/> Hospital <input type="checkbox"/> County <input type="checkbox"/> Institution <input type="checkbox"/> Other – give details:
15	KPI is reported in which reports ?	<input type="checkbox"/> Corporate Plan Report <input checked="" type="checkbox"/> Performance Report (NSP/CBP) <input type="checkbox"/> CompStat <input type="checkbox"/> Other – give details:
16	Web link to data	http://www.hse.ie/eng/services/Publications/corporate/Performance_Reports_Monthly.html
17	Additional Information	
Contact details for Data Manager / Lead Lead		National Lead for Alternative Care: Siobhan Mugan, Tel (01) 6352849: John Nolan, Information Analyst, Non Acute, BIU, Tel (046) 9280519. Email: john.nolan3@hse.ie
National Lead and Directorate		Annie Callinan head of Quality Assurance CFSA and Michele Clarke, DCYA

Children and Family Services - Private Residential Care

1	KPI Title	The Number and Percentage of children in Private Residential Care: Special Care Placements at the end of the reporting period.
2	KPI Description	This metric is designed to measure the number and percentage of children who are in private residential care Special Care Placements at the end of the reporting period.
3	KPI Rationale	Data obtained from this measure can also be used for service planning. (Indicator of quality service provision and service performance).
	Indicator Classification	Please tick which Indicator Classification this indicator applies to, ideally choose one classification (in some cases you may need to choose two). <input type="checkbox"/> Person Centred Care <input checked="" type="checkbox"/> Effective Care <input type="checkbox"/> Safe Care <input type="checkbox"/> Better Health and Wellbeing <input type="checkbox"/> Use of Information <input type="checkbox"/> Workforce <input type="checkbox"/> Use of Resources <input checked="" type="checkbox"/> Governance, Leadership and Management <input type="checkbox"/>
4	KPI Target	NSP 2013 target: Expected level of Activity 6 in placements nationally
5	KPI Calculation	The figure is produced by dividing the number of children in a private residential care Special Care Placement by the total number of children in residential care Special Care Placement. Calculation: <u>No. of Children in a private residential care special care placement</u> Number of Children residential Care Special Care Placement
6	Data Source	PSW to Area Manager to Service Director and National Office head of Quality
	Data Completeness	
	Data Quality Issues	
7	Data Collection Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input checked="" type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
8	Tracer Conditions	Child Care Act 1991; National Standards for general fostercare , relative care and residential care and Children care regulations 1995
9	Minimum Data Set	Children and Family Services Monthly Activity Data returns for children in care by care type Metric CF4001 Number of children in residential care special care and CF4004 number of children in residential care special care in a private care placement
10	International Comparison	
11	KPI Monitoring	KPI will be monitored on a (please indicate below) basis: <input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input checked="" type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details: Please indicate who is responsible for monitoring this KPI: Service Directors and Head Of Quality Office
12	KPI Reporting Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input checked="" type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
13	KPI report period	<input checked="" type="checkbox"/> Current (e.g. daily data reported on that same day of activity, monthly data reported within the same month of activity) <input type="checkbox"/> Monthly in arrears (June data reported in July) <input type="checkbox"/> Quarterly in arrears (quarter 1 data reported in quarter 2) <input type="checkbox"/> Rolling 12 months (previous 12 month period)
14	KPI Reporting Aggregation	<input checked="" type="checkbox"/> National <input checked="" type="checkbox"/> Regional <input checked="" type="checkbox"/> LHO Area <input type="checkbox"/> Hospital <input type="checkbox"/> County <input type="checkbox"/> Institution <input type="checkbox"/> Other – give details:
15	KPI is reported in which reports ?	<input type="checkbox"/> Corporate Plan Report <input checked="" type="checkbox"/> Performance Report (NSP/CBP) <input type="checkbox"/> CompStat <input type="checkbox"/> Other – give details:
16	Web link to data	http://www.hse.ie/eng/services/Publications/corporate/Performance_Reports_Monthly.html
17	Additional Information	
Contact details for Data Manager / Lead Lead		National Lead for Alternative Care: Siobhan Mughan, Tel (01) 6352849: John Nolan, Information Analyst, Non Acute, BIU, Tel (046) 9280519. Email: john.nolan3@hse.ie
National Lead and Directorate		Annie Callinan head of Quality Assurance CFSA and Michele Clarke, DCYA

Children and Family Services - Private Residential Care

1	KPI Title	Number and Percentage of children in Private Residential Care: High Support Placements at the end of the reporting period.
2	KPI Description	This metric is designed to measure the number and percentage of children who are in private residential care High Support Placements at the end of the reporting period.
3	KPI Rationale	Data obtained from this measure can also be used for service planning. (Indicator of quality service provision and service performance).
	Indicator Classification	Please tick which Indicator Classification this indicator applies to, ideally choose one classification (in some cases you may need to choose two). <input type="checkbox"/> Person Centred Care <input checked="" type="checkbox"/> Effective Care <input type="checkbox"/> Safe Care <input type="checkbox"/> Better Health and Wellbeing <input type="checkbox"/> Use of Information <input type="checkbox"/> Workforce <input type="checkbox"/> Use of Resources <input checked="" type="checkbox"/> Governance, Leadership and Management <input type="checkbox"/>
4	KPI Target	NSP 2013 target: Expected level of Activity 2 in placements nationally
5	KPI Calculation	The figure is produced by dividing the number of children in a private residential care High Support Placement by the total number of children in residential care High Support Placement. Calculation: No. of Children in a private residential care High Support placement Number of Children residential Care High Support Placement
6	Data Source	PSW to Area Manager to Service Director and National Office head of Quality
	Data Completeness	
	Data Quality Issues	
7	Data Collection Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input checked="" type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
8	Tracer Conditions	As per description
9	Minimum Data Set	Children and Family Services Monthly Activity Data returns for children in care by care type Metric CF4014 Number of children in residential care high support and CF4017 number of children in residential care high support in a private care placement
10	International Comparison	
11	KPI Monitoring	KPI will be monitored on a (please indicate below) basis: <input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input checked="" type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details: Please indicate who is responsible for monitoring this KPI: Service Directors and Head Of Quality Office
12	KPI Reporting Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input checked="" type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
13	KPI report period	<input checked="" type="checkbox"/> Current (e.g. daily data reported on that same day of activity, monthly data reported within the same month of activity) <input type="checkbox"/> Monthly in arrears (June data reported in July) <input type="checkbox"/> Quarterly in arrears (quarter 1 data reported in quarter 2) <input type="checkbox"/> Rolling 12 months (previous 12 month period)
14	KPI Reporting Aggregation	<input checked="" type="checkbox"/> National <input checked="" type="checkbox"/> Regional <input checked="" type="checkbox"/> LHO Area <input type="checkbox"/> Hospital <input type="checkbox"/> County <input type="checkbox"/> Institution <input type="checkbox"/> Other – give details:
15	KPI is reported in which reports ?	<input type="checkbox"/> Corporate Plan Report <input checked="" type="checkbox"/> Performance Report (NSP/CBP) <input type="checkbox"/> CompStat <input type="checkbox"/> Other – give details:
16	Web link to data	http://www.hse.ie/eng/services/Publications/corporate/Performance_Reports_Monthly.html
17	Additional Information	
Contact details for Data Manager / Lead Lead		National Lead for Alternative Care: Siobhan Mugan, Tel (01) 6352849: John Nolan, Information Analyst, Non Acute, BIU, Tel (046) 9280519. Email: john.nolan3@hse.ie
National Lead and Directorate		Annie Callinan head of Quality Assurance CFSA and Michele Clarke, DCYA

Children and Family Services - Private Residential Care

1	KPI Title	Number and Percentage of children in Private Residential Care: Residential General Placements (including special arrangements) at the end of the reporting period.
2	KPI Description	This metric is designed to measure the number and percentage of children who are in private residential care Residential General Placements (including special arrangements) at the end of the reporting period.
3	KPI Rationale	Data obtained from this measure can also be used for service planning. (Indicator of quality service provision and service performance).
	Indicator Classification	Please tick which Indicator Classification this indicator applies to, ideally choose one classification (in some cases you may need to choose two). <input type="checkbox"/> Person Centred Care <input checked="" type="checkbox"/> Effective Care <input type="checkbox"/> Safe Care <input type="checkbox"/> Better Health and Wellbeing <input type="checkbox"/> Use of Information <input type="checkbox"/> Workforce <input type="checkbox"/> Use of Resources <input checked="" type="checkbox"/> Governance, Leadership and Management <input type="checkbox"/>
4	KPI Target	NSP 2013 target: Expected level of Activity 134 in placements nationally
5	KPI Calculation	The figure is produced by dividing the number of children in a private residential care High Support Placement by the total number of children in residential care High Support Placement. Calculation: No. of Children in a private residential care High Support placement Number of Children residential Care High Support Placement
6	Data Source	PSW to Area Manager to Service Director and National Office head of Quality
	Data Completeness	
	Data Quality Issues	
7	Data Collection Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input checked="" type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
8	Tracer Conditions	
9	Minimum Data Set	Children and Family Services Monthly Activity Data returns for children in care by care type Metric CF4027 Number of children in residential care general and CF4030 number of children in residential care general in a private care placement
10	International Comparison	
11	KPI Monitoring	KPI will be monitored on a (please indicate below) basis: <input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input checked="" type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details: Please indicate who is responsible for monitoring this KPI: Service Directors and Head Of Quality Office
12	KPI Reporting Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input checked="" type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
13	KPI report period	<input checked="" type="checkbox"/> Current (e.g. daily data reported on that same day of activity, monthly data reported within the same month of activity) <input type="checkbox"/> Monthly in arrears (June data reported in July) <input type="checkbox"/> Quarterly in arrears (quarter 1 data reported in quarter 2) <input type="checkbox"/> Rolling 12 months (previous 12 month period)
14	KPI Reporting Aggregation	<input checked="" type="checkbox"/> National <input checked="" type="checkbox"/> Regional <input checked="" type="checkbox"/> LHO Area <input type="checkbox"/> Hospital <input type="checkbox"/> County <input type="checkbox"/> Institution <input type="checkbox"/> Other – give details:
15	KPI is reported in which reports ?	<input type="checkbox"/> Corporate Plan Report <input checked="" type="checkbox"/> Performance Report (NSP/CBP) <input type="checkbox"/> CompStat <input type="checkbox"/> Other – give details:
16	Web link to data	http://www.hse.ie/eng/services/Publications/corporate/Performance_Reports_Monthly.html
17	Additional Information	
Contact details for Data Manager / Lead Lead		National Lead for Alternative Care: Siobhan Mughan, Tel (01) 6352849: John Nolan, Information Analyst, Non Acute, BIU, Tel (046) 9280519. Email: john.nolan3@hse.ie
National Lead and Directorate		Annie Callinan head of Quality Assurance CFSA and Michele Clarke, DCYA

Children and Family Services - Private Residential Care

1	KPI Title	Number and Percentage of children in Foster Care Private (General Foster Care)
2	KPI Description	This metric is designed to measure the number and percentage of children in Foster Care General who are in private foster care placements at the end of the reporting period.
3	KPI Rationale	Data obtained from this measure can also be used for service planning. (Indicator of quality service provision and service performance).
	Indicator Classification	Please tick which Indicator Classification this indicator applies to, ideally choose one classification (in some cases you may need to choose two). <input type="checkbox"/> Person Centred Care <input checked="" type="checkbox"/> Effective Care Safe Care <input type="checkbox"/> Better Health and Wellbeing <input type="checkbox"/> Use of Information <input type="checkbox"/> Workforce <input type="checkbox"/> Use of Resources <input checked="" type="checkbox"/> Governance, Leadership and Management <input type="checkbox"/>
	4	KPI Target
5	KPI Calculation	The figure is produced by dividing the number of children foster care general in a private foster care placement by the total number of children in foster care general. Calculation: $\frac{\text{Number of Children in foster care general in a private foster care placement}}{\text{Number of Children foster care general}}$
6	Data Source	PSW to Area Manager to Service Director and National Office head of Quality
	Data Completeness	
	Data Quality Issues	
7	Data Collection Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input checked="" type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
8	Tracer Conditions	
9	Minimum Data Set	Children and Family Services Monthly Activity Data returns for children in care by care type Metric CF4043 Number of children in foster care general and CF4046 number of children in foster care general in a private care placement
10	International Comparison	
11	KPI Monitoring	KPI will be monitored on a (please indicate below) basis: <input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input checked="" type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details: Please indicate who is responsible for monitoring this KPI: Service Directors and Head Of Quality Office
12	KPI Reporting Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input checked="" type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
13	KPI report period	<input checked="" type="checkbox"/> Current (e.g. daily data reported on that same day of activity, monthly data reported within the same month of activity) <input type="checkbox"/> Monthly in arrears (June data reported in July) <input type="checkbox"/> Quarterly in arrears (quarter 1 data reported in quarter 2) <input type="checkbox"/> Rolling 12 months (previous 12 month period)
14	KPI Reporting Aggregation	<input checked="" type="checkbox"/> National <input checked="" type="checkbox"/> Regional <input checked="" type="checkbox"/> LHO Area <input type="checkbox"/> Hospital <input type="checkbox"/> County <input type="checkbox"/> Institution <input type="checkbox"/> Other – give details:
15	KPI is reported in which reports ?	<input type="checkbox"/> Corporate Plan Report <input checked="" type="checkbox"/> Performance Report (NSP/CBP) <input type="checkbox"/> CompStat <input type="checkbox"/> Other – give details:
16	Web link to data	http://www.hse.ie/eng/services/Publications/corporate/Performance_Reports_Monthly.html
17	Additional Information	
Contact details for Data Manager / Lead Lead		National Lead for Alternative Care: Siobhan Mughan, Tel (01) 6352849: John Nolan, Information Analyst, Non Acute, BIU, Tel (046) 9280519. Email: john.nolan3@hse.ie
National Lead and Directorate		Annie Callinan head of Quality Assurance CFSA and Michele Clarke, DCYA

Children and Family Services - Private Residential Care

1	KPI Title	Number and Percentage of children in Other Care placements in Private Care
2	KPI Description	This metric is designed to measure the number and percentage of children in other care placements who are in private placements at the end of the reporting period.
3	KPI Rationale	Data obtained from this measure can also be used for service planning. (Indicator of quality service provision and service performance).
	Indicator Classification	Please tick which Indicator Classification this indicator applies to, ideally choose one classification (in some cases you may need to choose two). <input type="checkbox"/> Person Centred Care <input checked="" type="checkbox"/> Effective Care Safe Care <input type="checkbox"/> Better Health and Wellbeing <input type="checkbox"/> Use of Information <input type="checkbox"/> Workforce <input type="checkbox"/> Use of Resources <input checked="" type="checkbox"/> Governance, Leadership and Management <input type="checkbox"/>
	4	KPI Target
5	KPI Calculation	The figure is produced by dividing the number of children other care placements in a private care placement by the total number of children in other care. Calculation: $\frac{\text{Number of Children in other care in a private care placement}}{\text{Number of children in other care care}}$
6	Data Source	PSW to Area Manager to Service Director and National Office head of Quality
	Data Completeness	
	Data Quality Issues	
7	Data Collection Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input checked="" type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
8	Tracer Conditions	
9	Minimum Data Set	Children and Family Services Monthly Activity Data returns for children in care by care type Metric CF4067 Number of children in other care placements and CF4070 number of children in other care placements in a private care placement
10	International Comparison	
11	KPI Monitoring	KPI will be monitored on a (please indicate below) basis: <input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input checked="" type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details: Please indicate who is responsible for monitoring this KPI: Service Directors and Head Of Quality Office
12	KPI Reporting Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input checked="" type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
13	KPI report period	<input checked="" type="checkbox"/> Current (e.g. daily data reported on that same day of activity, monthly data reported within the same month of activity) <input type="checkbox"/> Monthly in arrears (June data reported in July) <input type="checkbox"/> Quarterly in arrears (quarter 1 data reported in quarter 2) <input type="checkbox"/> Rolling 12 months (previous 12 month period)
14	KPI Reporting Aggregation	<input checked="" type="checkbox"/> National <input checked="" type="checkbox"/> Regional <input checked="" type="checkbox"/> LHO Area <input type="checkbox"/> Hospital <input type="checkbox"/> County <input type="checkbox"/> Institution <input type="checkbox"/> Other – give details:
15	KPI is reported in which reports ?	<input type="checkbox"/> Corporate Plan Report <input checked="" type="checkbox"/> Performance Report (NSP/CBP) <input type="checkbox"/> CompStat <input type="checkbox"/> Other – give details:
16	Web link to data	http://www.hse.ie/eng/services/Publications/corporate/Performance_Reports_Monthly.html
17	Additional Information	
Contact details for Data Manager / Lead Lead		National Lead for Alternative Care: Siobhan Mughan, Tel (01) 6352849: John Nolan, Information Analyst, Non Acute, BIU, Tel (046) 9280519. Email: john.nolan3@hse.ie
National Lead and Directorate		Annie Callinan head of Quality Assurance CFSA and Michele Clarke, DCYA

Children and Family Services - Private Residential Care

1	KPI Title	Number of children in single care residential placements
2	KPI Description	Total number of children in single residential placements in each region. A child may be placed intentionally because of behaviour; resources etc or they may end up being the only child by default i.e. was not the intention. This does not include children who are alone for one or two nights because their peers are off site or where a child is in a planned bridging/transitional process as per the care plan.
3	KPI Rationale	Indicator of quality service provision, service performance and best practice.
	Indicator Classification	Please tick which Indicator Classification this indicator applies to, ideally choose one classification (in some cases you may need to choose two). <input checked="" type="checkbox"/> Person Centred Care <input checked="" type="checkbox"/> Effective Care <input type="checkbox"/> Safe Care <input type="checkbox"/> Better Health and Wellbeing <input type="checkbox"/> Use of Information <input type="checkbox"/> Workforce <input type="checkbox"/> Use of Resources <input type="checkbox"/> Governance, Leadership and Management
4	KPI Target	NSP 2013 target: Expected level of Activity 7 in placements nationally
5	KPI Calculation	This metric will be a census style count on the last day of the reporting period. The count will be for children who are in a residential unit at midday on the last calendar day of a given month.
6	Data Source	PSW to Area Manager to Service Director and National Office head of Quality
	Data Completeness	
	Data Quality Issues	
7	Data Collection Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input checked="" type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
8	Tracer Conditions	
9	Minimum Data Set	Children and Family Services Monthly Activity Data returns for children in care: Metric CF4038 Number of children in single care residential placements
10	International Comparison	
11	KPI Monitoring	KPI will be monitored on a (please indicate below) basis: <input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input checked="" type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details: Please indicate who is responsible for monitoring this KPI: Service Directors and Head Of Quality Office
12	KPI Reporting Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input checked="" type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
13	KPI report period	<input checked="" type="checkbox"/> Current (e.g. daily data reported on that same day of activity, monthly data reported within the same month of activity) <input type="checkbox"/> Monthly in arrears (June data reported in July) <input type="checkbox"/> Quarterly in arrears (quarter 1 data reported in quarter 2) <input type="checkbox"/> Rolling 12 months (previous 12 month period)
14	KPI Reporting Aggregation	<input checked="" type="checkbox"/> National <input checked="" type="checkbox"/> Regional <input checked="" type="checkbox"/> LHO Area <input type="checkbox"/> Hospital <input type="checkbox"/> County <input type="checkbox"/> Institution <input type="checkbox"/> Other – give details:
15	KPI is reported in which reports ?	<input type="checkbox"/> Corporate Plan Report <input checked="" type="checkbox"/> Performance Report (NSP/CBP) <input type="checkbox"/> CompStat <input type="checkbox"/> Other – give details:
16	Web link to data	http://www.hse.ie/eng/services/Publications/corporate/Performance_Reports_Monthly.html
17	Additional Information	
Contact details for Data Manager / Lead Lead		National Lead for Alternative Care: Siobhan Mughan, Tel (01) 6352849: John Nolan, Information Analyst, Non Acute, BIU, Tel (046) 9280519. Email: john.nolan3@hse.ie
National Lead and Directorate		Annie Callinan head of Quality Assurance CFSA and Michele Clarke, DCYA

Children and Family Services - Private Residential Care

1	KPI Title	Number of children in residential care age 12 or under
2	KPI Description	This metric measures the number of children aged 12 years and under on the last day of the reporting period who is in residential care. This number excludes placement in a residential placement for the purpose of foster care respite.
3	KPI Rationale	In the context of the policy statement relating to the use of residential care for children under 12 years of age, this indicator provides a good input to determining service performance and delivery as well as best practice.
	Indicator Classification	Please tick which Indicator Classification this indicator applies to, ideally choose one classification (in some cases you may need to choose two). <input checked="" type="checkbox"/> Person Centred Care <input checked="" type="checkbox"/> Effective Care <input type="checkbox"/> Safe Care <input type="checkbox"/> Better Health and Wellbeing <input type="checkbox"/> Use of Information <input type="checkbox"/> Workforce <input type="checkbox"/> Use of Resources <input type="checkbox"/> Governance, Leadership and Management
	KPI Target	NSP 2013 target: Expected level of Activity 32 in placements nationally
4	KPI Calculation	This metric will be a census style count on the last day of the reporting period. The count will be for children who are in a residential unit(Special Care/High Support/Residential General) at midday on the last calendar day of a given month.
6	Data Source	PSW to Area Manager to Service Director and National Office head of Quality
	Data Completeness	
	Data Quality Issues	
7	Data Collection Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
8	Tracer Conditions	
9	Minimum Data Set	Children and Family Services Quarterly returns Metric: CF4040 Number of children in residential care aged 12 or under
10	International Comparison	
11	KPI Monitoring	KPI will be monitored on a (please indicate below) basis: <input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details: Please indicate who is responsible for monitoring this KPI: Service Directors and Head Of Quality Office
12	KPI Reporting Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
13	KPI report period	<input checked="" type="checkbox"/> Current (e.g. daily data reported on that same day of activity, monthly data reported within the same month of activity) <input type="checkbox"/> Monthly in arrears (June data reported in July) <input type="checkbox"/> Quarterly in arrears (quarter 1 data reported in quarter 2) <input type="checkbox"/> Rolling 12 months (previous 12 month period)
14	KPI Reporting Aggregation	<input checked="" type="checkbox"/> National <input checked="" type="checkbox"/> Regional <input checked="" type="checkbox"/> LHO Area <input type="checkbox"/> Hospital <input type="checkbox"/> County <input type="checkbox"/> Institution <input type="checkbox"/> Other – give details:
15	KPI is reported in which reports ?	<input type="checkbox"/> Corporate Plan Report <input checked="" type="checkbox"/> Performance Report (NSP/CBP) <input type="checkbox"/> CompStat <input type="checkbox"/> Other – give details:
16	Web link to data	http://www.hse.ie/eng/services/Publications/corporate/Performance_Reports_Monthly.html
17	Additional Information	
Contact details for Data Manager / Lead Lead		National Lead for Alternative Care: Siobhan Mughan, Tel (01) 6352849: John Nolan, Information Analyst, Non Acute, BIU, Tel (046) 9280519. Email: john.nolan3@hse.ie
National Lead and Directorate		Annie Callinan head of Quality Assurance CFSA and Michele Clarke, DCYA

Children and Family Services - Children in Care in Education

1	KPI Title	Number of children in care aged 6 to 16 inclusive
2	KPI Description	This metric measures the number of children in care aged 6 to 16 inclusive on the last day of the reporting period.
3	KPI Rationale	School attendance for children in care is a positive indicator. Non attendance is a serious risk factor for children in care. This metric aims to capture the number of children in care aged between 6-16 (inclusive) as the cohort with a view to determining if they are in full time education
	Indicator Classification	Please tick which Indicator Classification this indicator applies to, ideally choose one classification (in some cases you may need to choose two). <input type="checkbox"/> Person Centred Care <input checked="" type="checkbox"/> Effective Care <input type="checkbox"/> Safe Care <input type="checkbox"/> Better Health and Wellbeing <input checked="" type="checkbox"/> Use of Information <input type="checkbox"/> Workforce <input type="checkbox"/> Use of Resources <input checked="" type="checkbox"/> Governance, Leadership and Management <input type="checkbox"/>
4	KPI Target	NSP 2013 target: 4,542 Nationally
5	KPI Calculation	This is a census count of children in all care categories on last day of quarter who are between the ages of 6 to 16 (inclusive).
6	Data Source	PSW to Area Manager to Service Director and National Office head of Quality
	Data Completeness	
	Data Quality Issues	
7	Data Collection Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
8	Tracer Conditions	
9	Minimum Data Set	Children and Family Services Quarterly returns Metric: CF4080 Number of children in care aged 6 to 16 years
10	International Comparison	
11	KPI Monitoring	KPI will be monitored on a (please indicate below) basis: <input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details: Please indicate who is responsible for monitoring this KPI: Service Directors and Head Of Quality Office
12	KPI Reporting Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
13	KPI report period	<input checked="" type="checkbox"/> Current (e.g. daily data reported on that same day of activity, monthly data reported within the same month of activity) <input type="checkbox"/> Monthly in arrears (June data reported in July) <input type="checkbox"/> Quarterly in arrears (quarter 1 data reported in quarter 2) <input type="checkbox"/> Rolling 12 months (previous 12 month period)
14	KPI Reporting Aggregation	<input checked="" type="checkbox"/> National <input checked="" type="checkbox"/> Regional <input checked="" type="checkbox"/> LHO Area <input type="checkbox"/> Hospital <input type="checkbox"/> County <input type="checkbox"/> Institution <input type="checkbox"/> Other – give details:
15	KPI is reported in which reports ?	<input type="checkbox"/> Corporate Plan Report <input checked="" type="checkbox"/> Performance Report (NSP/CBP) <input type="checkbox"/> CompStat <input type="checkbox"/> Other – give details:
16	Web link to data	http://www.hse.ie/eng/services/Publications/corporate/Performance_Reports_Monthly.html
17	Additional Information	
Contact details for Data Manager / Specialist Lead		National Specialist for Alternative Care: Siobhan Muga, Tel (01) 6352849: John Nolan, Information Analyst, Non Acute, BIU, Tel (046) 9280519. Email: john.nolan3@hse.ie
National Lead and Directorate		Annie Callinan head of Quality Assurance CFSA and Michele Clarke, DCYA

Children and Family Services - Children in Care in Education

1	KPI Title	Number and percentage of children in care aged between 6 and 16 years (inclusive) in full time education.
2	KPI Description	This metric measures the number and percentage of children in care aged between 6 and 16 years (inclusive) on the last day of the quarter (Q2 and Q4) who are in full time education. Full time education is: 1. A recognised Educational establishment 2. Registered Home Schooling 3. Carline, Youth reach or any course/training that is approved by the NEWB. (To establish this a local Education welfare officer can be consulted) 4. For the purpose of this document a child will be considered in full time education if it has been assessed and agreed as part of the care plan that a special educational arrangement has been put in place that meets the Childs needs.
3	KPI Rationale	School attendance for children in care is a positive indicator. Non attendance is a serious risk factor for children in care.
	Indicator Classification	Please tick which Indicator Classification this indicator applies to, ideally choose one classification (in some cases you may need to choose two). <input checked="" type="checkbox"/> Person Centred Care <input type="checkbox"/> Effective Care Safe Care <input type="checkbox"/> Better Health and Wellbeing <input type="checkbox"/> Use of Information <input type="checkbox"/> Workforce <input type="checkbox"/> Use of Resources <input checked="" type="checkbox"/> Governance, Leadership and Management <input type="checkbox"/>
4	KPI Target	NSP 2013 target: Expected level of activity 4,399 Nationally
5	KPI Calculation	The figure is produced by dividing the total number of children in care aged between 6 and 16 (inclusive) who are in full time education by, the total number children in care aged between 6 and 16 (inclusive) (Example, LHO has 98 children in care aged 6-16 (inclusive) of whom 96 are in full time education $96/98 \times 100\%$) Calculation: Number of children in care aged between 6-16(inclusive) who are in full time education (96) Number of children in care aged between 6-16 (inclusive) $(96/98) \times 100\% = 98\%$
6	Data Source	PSW to Area Manager to Service Director and National Office head of Quality
	Data Completeness	
	Data Quality Issues	
7	Data Collection Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input checked="" type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
8	Tracer Conditions	
9	Minimum Data Set	Children and Family Services Quarterly returns Metric: CF4080 Number of children in care aged 6 to 16 years; and CF4081 Number of children in care aged between 6 and 16 in full time education
10	International Comparison	
11	KPI Monitoring	KPI will be monitored on a (please indicate below) basis: <input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details: Please indicate who is responsible for monitoring this KPI: Service Directors and Head Of Quality Office
12	KPI Reporting Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input checked="" type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
13	KPI report period	<input checked="" type="checkbox"/> Current (e.g. daily data reported on that same day of activity, monthly data reported within the same month of activity) <input type="checkbox"/> Monthly in arrears (June data reported in July) <input type="checkbox"/> Quarterly in arrears (quarter 1 data reported in quarter 2) <input type="checkbox"/> Rolling 12 months (previous 12 month period)
14	KPI Reporting Aggregation	<input checked="" type="checkbox"/> National <input checked="" type="checkbox"/> Regional <input checked="" type="checkbox"/> LHO Area <input type="checkbox"/> Hospital <input type="checkbox"/> County <input type="checkbox"/> Institution <input type="checkbox"/> Other – give details:
15	KPI is reported in which reports ?	<input type="checkbox"/> Corporate Plan Report <input checked="" type="checkbox"/> Performance Report (NSP/CBP) <input type="checkbox"/> CompStat <input type="checkbox"/> Other – give details:
16	Web link to data	http://www.hse.ie/eng/services/Publications/corporate/Performance_Reports_Monthly.html
17	Additional Information	
Contact details for Data Manager / Specialist Lead		National Specialist for Alternative Care: Siobhan Mughan, Tel (01) 6352849: John Nolan, Information Analyst, Non Acute, BIU, Tel (046) 9280519. Email: john.nolan3@hse.ie
National Lead and Directorate		Annie Callinan head of Quality Assurance CFSA and Michele Clarke, DCYA

Children and Family Services - Allocated Social Workers

1	KPI Title	Number and percentage of children in care, by care type, who have an allocated social worker at the end of the reporting period: i) Number and % of children in Residential Special care Units ii) Number and % of children in Residential High Support iii) Number and % of children in Residential General iv) Number and % of children in Foster Care General v) Number and % of children in Foster Care with Relatives vi) Number and % of children in Other Care Placements
2	KPI Description	This metric is designed to measure the number and percentage of children in care by care type, categorised as follows: <ul style="list-style-type: none"> • Residential Special Care Units • Residential High Support • Residential General • Foster Care General (not including day fostering) • Foster care with relatives • Other Care Placements Who have an allocated Social Worker at the end of the reporting period.
3	KPI Rationale	To establish the number of children who are in the care of the Child and Family Support Agency by care type on the last day of the reporting period and if they have an allocated social worker assigned to their case.
	Indicator Classification	Please tick which Indicator Classification this indicator applies to, ideally choose one classification (in some cases you may need to choose two). ✓ Person Centred Care ✓ Effective Care Safe Care <input type="checkbox"/> Better Health and Wellbeing <input type="checkbox"/> Use of Information <input type="checkbox"/> Workforce <input type="checkbox"/> Use of Resources <input type="checkbox"/> Governance, Leadership and Management <input type="checkbox"/>
4	KPI Target	NSP 2013 target: 100%
5	KPI Calculation	The figure is produced by dividing the number of children in a care type (for each care type, Residential, Foster Care, Foster Care with Relatives FCWR, Other) who have an allocated social worker by the total number of Children in Care type (example, DSC have 158 children in care, 119 of which have an allocated social worker 119/158x100%) Calculation: $\frac{\text{Number of Children in Care with an allocated S/W (119)}}{\text{Number of Children Care (158)} \times 100\% = 75\%$
6	Data Source Data Completeness Data Quality Issues	PSW to Area Manager to Service Director and National Office head of Quality
7	Data Collection Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly ✓ Monthly <input type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
8	Tracer Conditions	Child Care Act 1991; National Standards for general fostercare , relative care and residential care and Children care regulations 1995
9	Minimum Data Set	Children and Family Services Quarterly Returns Metric(s): CF4001 The number of children in Residential Special Care; CF4003 The number of children in Residential Special Care with an allocated social worker; CF4014 The number of children in Residential High Support; CF4016 The number of children in Residential High Support with an allocated social worker; CF4027 The number of children in Residential General Care; CF4029 The number of children in Residential General Care with an allocated social worker; CF4043 The number of children in Foster Care General; CF4045 The number of children in Foster Care General with an allocated social worker ;CF4056 The number children in Foster Care with Relatives; CF4058 The number children in Foster Care with Relatives with an allocated social worker; CF4067 The number of children in Other Care placements; and CF4069 The number of children in Other Care placements with an allocated social worker
10	International Comparison	
11	KPI Monitoring	KPI will be monitored on a (please indicate below) basis: <input type="checkbox"/> Daily <input type="checkbox"/> Weekly ✓ Monthly <input type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details: Please indicate who is responsible for monitoring this KPI: Service Directors and Head Of Quality Office

12	KPI Reporting Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input checked="" type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
13	KPI report period	<input checked="" type="checkbox"/> Current (e.g. daily data reported on that same day of activity, monthly data reported within the same month of activity) <input type="checkbox"/> Monthly in arrears (June data reported in July) <input type="checkbox"/> Quarterly in arrears (quarter 1 data reported in quarter 2) <input type="checkbox"/> Rolling 12 months (previous 12 month period)
14	KPI Reporting Aggregation	<input checked="" type="checkbox"/> National <input checked="" type="checkbox"/> Regional <input checked="" type="checkbox"/> LHO Area <input type="checkbox"/> Hospital <input type="checkbox"/> County <input type="checkbox"/> Institution <input type="checkbox"/> Other – give details:
15	KPI is reported in which reports ?	<input type="checkbox"/> Corporate Plan Report <input checked="" type="checkbox"/> Performance Report (NSP/CBP) <input checked="" type="checkbox"/> CompStat <input type="checkbox"/> Other – give details: Section 8 Review of Adequacy
16	Web link to data	http://www.hse.ie/eng/services/Publications/corporate/Performance_Reports_Monthly.html
17	Additional Information	
	Contact details for Data Manager / Specialist Lead	National Specialist for Alternative Care: Siobhan Mughan, Tel (01) 6352849: John Nolan, Information Analyst, Non Acute, BIU, Tel (046) 9280519. Email: john.nolan3@hse.ie
	National Lead and Directorate	Annie Callinan head of Quality Assurance CFSA and Michele Clarke, DCYA

Children and Family Services - Care Planning

1	KPI Title	Percentage of children in care who currently have a written care plan as defined by Child Care Regulations 1995; by care type at the end of the reporting period. i) Number. and % of children in Residential Special care Units ii) Number and % of children in Residential High Support iii) Number and % of children in Residential General iv) Number and % of children in Foster Care General v) Number and % of children in Foster Care with Relatives vi) Number and % of children in Other Care Placements
2	KPI Description	This metric is designed to measure the number and percentage of children at the end of the reporting period in care who currently have a written care plan as defined by Child Care regulations 1995 by care type • Residential Special Care Units • Residential High Support • Residential General • Foster care General (not including day fostering) • Foster care with relatives • Other Care Placements
3	KPI Rationale	This Performance Indicator ensures Compliance with the 1995 Child Care Regulations. Care planning is an important component for the provision of services to children in care. It is important that the plan be reviewed regularly to take account of changing circumstances and the needs of the child.
	Indicator Classification	Please tick which Indicator Classification this indicator applies to, ideally choose one classification (in some cases you may need to choose two). <input checked="" type="checkbox"/> Person Centred Care <input type="checkbox"/> Effective Care
		Safe Care <input type="checkbox"/> Better Health and Wellbeing <input type="checkbox"/> Use of Information <input type="checkbox"/> Workforce <input type="checkbox"/> Use of Resources <input checked="" type="checkbox"/> Governance, Leadership and Management <input type="checkbox"/>
4	KPI Target	NSP 2013 target: 100%
5	KPI Calculation	The figure is produced by dividing the number of children in a care type (for each care type, Residential, Foster Care, Foster Care with Relatives FCWR, Other) who have a written care plan by the total number of Children in Care type (example, LHO area has 158 children in care, 5 of which are in residential care 5/12x100%) Calculation: $\frac{\text{Number of Children in Residential Care with a written care plan (5)}}{\text{Number of Children in Residential Care (12)}} \times 100\% = 42\%$
6	Data Source	PSW to Area Manager to Service Director and National Office head of Quality
	Data Completeness	
	Data Quality Issues	
7	Data Collection Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input checked="" type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
8	Tracer Conditions	child care regulations 1995; national standards 2003, Special care standards 2001 and regs 2004
9	Minimum Data Set	Children and Family Services Quarterly Returns Metric(s): CF4001 The number of children in Residential Special Care; CF4002 The number of children in Residential Special Care with a written care plan; CF4014 The number of children in Residential High Support; CF4015 The number of children in Residential High Support with a written care plan; CF4027 The number of children in Residential General Care; CF4028 The number of children in Residential General Care with a written care plan; CF4043 The number of children in Foster Care General; CF4044 The number of children in Foster Care General with a written care plan; CF4056 The number children in Foster Care with Relatives; CF4057 The number children in Foster Care with Relatives with a written care plan; CF4067 The number of children in Other Care placements; CF4068 The number of children in Other Care placements with a written care plan
10	International Comparison	
11	KPI Monitoring	KPI will be monitored on a (please indicate below) basis: <input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input checked="" type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details: Please indicate who is responsible for monitoring this KPI: Service Directors and Head Of Quality Office
12	KPI Reporting Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input checked="" type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:

13	KPI report period	<input checked="" type="checkbox"/> Current (e.g. daily data reported on that same day of activity, monthly data reported within the same month of activity) <input type="checkbox"/> Monthly in arrears (June data reported in July) <input type="checkbox"/> Quarterly in arrears (quarter 1 data reported in quarter 2) <input type="checkbox"/> Rolling 12 months (previous 12 month period)
14	KPI Reporting Aggregation	<input checked="" type="checkbox"/> National <input checked="" type="checkbox"/> Regional <input checked="" type="checkbox"/> LHO Area <input type="checkbox"/> Hospital <input type="checkbox"/> County <input type="checkbox"/> Institution <input type="checkbox"/> Other – give details:
15	KPI is reported in which reports ?	<input type="checkbox"/> Corporate Plan Report <input checked="" type="checkbox"/> Performance Report (NSP/CBP) <input checked="" type="checkbox"/> CompStat <input type="checkbox"/> Other – give details: Section 8 Review of Adequacy
16	Web link to data	http://www.hse.ie/eng/services/Publications/corporate/Performance_Reports_Monthly.html
17	Additional Information	Definition of an up to date care plan: A care plan is required to be reviewed annually. If a child has a care plan that has been reviewed within 18 months of its last review it is considered an up to date care plan.
Contact details for Data Manager / Specialist Lead		National Specialist for Alternative Care: Siobhan Mughan, Tel (01) 6352849: John Nolan, Information Analyst, Non Acute, BIU, Tel (046) 9280519. Email: john.nolan3@hse.ie
National Lead and Directorate		Annie Callinan head of Quality Assurance CFSA and Michele Clarke, DCYA

Children and Family Services - Foster Care

1	KPI Title	Total number of foster carers
2	KPI Description	This metric measures the number of foster carers (approved and unapproved) at the end of the reporting period.
3	KPI Rationale	To assess the number of the foster care approved and unapproved.
	Indicator Classification	Please tick which Indicator Classification this indicator applies to, ideally choose one classification (in some cases you may need to choose two). <input type="checkbox"/> Person Centred Care <input checked="" type="checkbox"/> Effective Care <input type="checkbox"/> Safe Care <input type="checkbox"/> Better Health and Wellbeing <input type="checkbox"/> Use of Information <input type="checkbox"/> Workforce <input type="checkbox"/> Use of Resources <input checked="" type="checkbox"/> Governance, Leadership and Management <input type="checkbox"/>
4	KPI Target	NSP 2013 target: 4,658 Nationally
5	KPI Calculation	This is a census count of the number of approved and unapproved foster carers on the last day of the reporting period
6	Data Source	PSW to Area Manager to Service Director and National Office head of Quality
	Data Completeness	
	Data Quality Issues	
7	Data Collection Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
8	Tracer Conditions	
9	Minimum Data Set	Children and Family Services Quarterly returns Metric: CF8001 Total number of foster carers (approved and unapproved)
10	International Comparison	Yes
11	KPI Monitoring	KPI will be monitored on a (please indicate below) basis: <input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details: Please indicate who is responsible for monitoring this KPI: Service Directors and Head Of Quality Office
12	KPI Reporting Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
13	KPI report period	<input checked="" type="checkbox"/> Current (e.g. daily data reported on that same day of activity, monthly data reported within the same month of activity) <input type="checkbox"/> Monthly in arrears (June data reported in July) <input type="checkbox"/> Quarterly in arrears (quarter 1 data reported in quarter 2) <input type="checkbox"/> Rolling 12 months (previous 12 month period)
14	KPI Reporting Aggregation	<input checked="" type="checkbox"/> National <input checked="" type="checkbox"/> Regional <input checked="" type="checkbox"/> LHO Area <input type="checkbox"/> Hospital <input type="checkbox"/> County <input type="checkbox"/> Institution <input type="checkbox"/> Other – give details:
15	KPI is reported in which reports ?	<input type="checkbox"/> Corporate Plan Report <input checked="" type="checkbox"/> Performance Report (NSP/CBP) <input type="checkbox"/> CompStat <input type="checkbox"/> Other – give details:
16	Web link to data	http://www.hse.ie/eng/services/Publications/corporate/Performance_Reports_Monthly.html
17	Additional Information	
	Contact details for Data Manager / Specialist Lead	National Lead for Alternative Care: Siobhan Mughan, Tel (01) 6352849: John Nolan, Information Analyst, Non Acute, BIU, Tel (046) 9280519. Email: john.nolan3@hse.ie
	National Lead and Directorate	Annie Callinan head of Quality Assurance CFSA and Michele Clarke, DCYA

Children and Family Services - Foster Care

1	KPI Title	Number and percentage of foster carers approved by the Foster Care Panel
2	KPI Description	This metric covers a range of measures in relation to Foster Carers who are approved by the Foster Care Panel, as a percentage of the total foster care population.
3	KPI Rationale	To assess the performance of the foster care service in relation to approval and registration of foster carers.
	Indicator Classification	Please tick which Indicator Classification this indicator applies to, ideally choose one classification (in some cases you may need to choose two). <input type="checkbox"/> Person Centred Care <input type="checkbox"/> Effective Care <input checked="" type="checkbox"/> Safe Care <input checked="" type="checkbox"/> Better Health and Wellbeing <input type="checkbox"/> Use of Information <input type="checkbox"/> Workforce <input type="checkbox"/> Use of Resources <input checked="" type="checkbox"/> Governance, Leadership and Management <input type="checkbox"/>
4	KPI Target	NSP 2013 target: 88% Nationally
5	KPI Calculation	The figure is produced by dividing the total number of foster carers (approved & unapproved) by the number of foster carers approved by the Foster Care Panel (Part III of Regulations) (example, administrative area has 170 foster carers (approved & unapproved), 167 of which are approved by the foster care panel, Part III of Regulations 167/170x100%) Calculation: Number of foster carers approved by the Foster Care Panel, Part III of regulations (167) _____ Number of foster carers (approved & unapproved) (170)x100% = 98%
6	Data Source	PSW to Area Manager to Service Director and National Office head of Quality
	Data Completeness	
	Data Quality Issues	
7	Data Collection Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
8	Tracer Conditions	
9	Minimum Data Set	Children and Family Services Quarterly returns Metric: CF8001 Total number of foster carers (approved and unapproved) ; CF8001 Number of foster carers general approved by the foster care panel and CF8006 Number of foster carers relative approved by the foster care panel.
10	International Comparison	Yes
11	KPI Monitoring	KPI will be monitored on a (please indicate below) basis: <input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details: Please indicate who is responsible for monitoring this KPI: Service Directors and Head Of Quality Office
12	KPI Reporting Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
13	KPI report period	<input checked="" type="checkbox"/> Current (e.g. daily data reported on that same day of activity, monthly data reported within the same month of activity) <input type="checkbox"/> Monthly in arrears (June data reported in July) <input type="checkbox"/> Quarterly in arrears (quarter 1 data reported in quarter 2) <input type="checkbox"/> Rolling 12 months (previous 12 month period)
14	KPI Reporting Aggregation	<input checked="" type="checkbox"/> National <input checked="" type="checkbox"/> Regional <input checked="" type="checkbox"/> LHO Area <input type="checkbox"/> Hospital <input type="checkbox"/> County <input type="checkbox"/> Institution <input type="checkbox"/> Other – give details:
15	KPI is reported in which reports ?	<input type="checkbox"/> Corporate Plan Report <input checked="" type="checkbox"/> Performance Report (NSP/CBP) <input type="checkbox"/> CompStat <input type="checkbox"/> Other – give details:
16	Web link to data	http://www.hse.ie/eng/services/Publications/corporate/Performance_Reports_Monthly.html
17	Additional Information	
	Contact details for Data Manager / Specialist Lead	National Lead for Alternative Care: Siobhan Mugan, Tel (01) 6352849: John Nolan, Information Analyst, Non Acute, BIU, Tel (046) 9280519. Email: john.nolan3@hse.ie
	National Lead and Directorate	Annie Callinan head of Quality Assurance CFSA and Michele Clarke, DCYA

Children and Family Services - Foster Care

1	KPI Title	Number and percentage of relative foster carers where children have been placed for longer than 12 weeks whilst the foster carers are awaiting approval by the Foster Care Panel (Part III of regulations)
2	KPI Description	This metric is based on the number of relative foster carers where children have been placed for 12 weeks or longer where the foster carers are awaiting approved by the Foster Care Panel.
3	KPI Rationale	To assess the performance of the foster care service in relation to approval and registration of relative foster carers. This will also allow for comparisons to be made for approval of relative foster carers against levels of approval in the general foster carer cohort.
	Indicator Classification	Please tick which Indicator Classification this indicator applies to, ideally choose one classification (in some cases you may need to choose two). <input type="checkbox"/> Person Centred Care <input checked="" type="checkbox"/> Effective Care <input checked="" type="checkbox"/> Safe Care <input type="checkbox"/> Better Health and Wellbeing <input type="checkbox"/> Use of Information <input type="checkbox"/> Workforce <input type="checkbox"/> Use of Resources <input type="checkbox"/> Governance, Leadership and Management
4	KPI Target	NSP 2013 target: 90% Nationally
5	KPI Calculation	The figure is produced by dividing the total number of relative foster carers who are not approved by the Foster Care Panel (Part III of Regulations) with whom children have been placed for longer than 12 weeks; by, the total number of relative foster carers who are not approved by the foster care panel, Part III of Regulations. (Example, administrative area has 32 relative foster carers who are not approved by the Foster Care Panel, Part III of Regulations 22 of whom have children placed with them for 12 weeks or longer 22/32x100%) <u>Calculation:</u> Number of relative foster carers not approved by the foster care panel, Part III of regulations and who have children placed with them for 12 weeks or longer (22) _____ Number of relative foster carers not approved by the foster care panel, Part III of regulations (32)x100% = 69%
6	Data Source	
	Data Completeness	PSW to Area Manager to Service Director and National Office head of Quality
	Data Quality Issues	
7	Data Collection Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
8	Tracer Conditions	
9	Minimum Data Set	Children and Family Services Quarterly returns Metric: CF8008 Number of foster carers relative unapproved and CF8009 Number of unapproved foster carers relative where children have been placed for longer than 12 weeks as per regulations.
10	International Comparison	No
11	KPI Monitoring	KPI will be monitored on a (please indicate below) basis: <input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details: Please indicate who is responsible for monitoring this KPI: Service Directors and Head Of Quality Office
12	KPI Reporting Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
13	KPI report period	<input checked="" type="checkbox"/> Current (e.g. daily data reported on that same day of activity, monthly data reported within the same month of activity) <input type="checkbox"/> Monthly in arrears (June data reported in July) <input type="checkbox"/> Quarterly in arrears (quarter 1 data reported in quarter 2) <input type="checkbox"/> Rolling 12 months (previous 12 month period)
14	KPI Reporting Aggregation	<input checked="" type="checkbox"/> National <input checked="" type="checkbox"/> Regional <input checked="" type="checkbox"/> LHO Area <input type="checkbox"/> Hospital <input type="checkbox"/> County <input type="checkbox"/> Institution <input type="checkbox"/> Other – give details:
15	KPI is reported in which reports ?	<input type="checkbox"/> Corporate Plan Report <input checked="" type="checkbox"/> Performance Report (NSP/CBP) <input type="checkbox"/> CompStat <input type="checkbox"/> Other – give details:
16	Web link to data	http://www.hse.ie/eng/services/Publications/corporate/Performance_Reports_Monthly.html
17	Additional Information	
Contact details for Data Manager / Specialist Lead		National Lead for Alternative Care: Siobhan Mugan, Tel (01) 6352849: John Nolan, Information Analyst, Non Acute, BIU, Tel (046) 9280519. Email: john.nolan3@hse.ie
National Lead and Directorate		Annie Callinan head of Quality Assurance CFSA and Michele Clarke, DCYA

Children and Family Services - Foster Care

1	KPI Title	Number and percentage of approved foster carers with an allocated social worker
2	KPI Description	The metric details the number of approved foster carers who have been approved by the Foster Care Panel (Part III Regulations) with an allocated social worker and expresses the figure as a percentage of the total approved foster carer population.
3	KPI Rationale	To assess the performance of the foster care service in relation to the allocation of social workers.
	Indicator Classification	Please tick which Indicator Classification this indicator applies to, ideally choose one classification (in some cases you may need to choose two). <input type="checkbox"/> Person Centred Care <input checked="" type="checkbox"/> Effective Care <input checked="" type="checkbox"/> Safe Care <input type="checkbox"/> Better Health and Wellbeing <input type="checkbox"/> Use of Information <input type="checkbox"/> Workforce <input type="checkbox"/> Use of Resources <input type="checkbox"/> Governance, Leadership and Management
4	KPI Target	NSP 2013 target: 88% Nationally
5	KPI Calculation	The figure is produced by dividing the total number of approved foster carers who have been approved by the Foster Care Panel (Part III of Regulations) who have an allocated social worker by, the total number of approved foster carers who have been approved by the Foster Care Panel (Part III of Regulations). (Example, LHO area has 182 approved foster carers who have been approved by the foster care panel, Part III of Regulations 165 of whom have an allocated social worker 165/182x100%) Calculation: $\frac{\text{Number of approved foster carers who have been approved by the foster care panel, Part III of regulations and who have an allocated social worker (165)}}{\text{Number of approved foster carers who have been approved by the foster care panel, Part III of regulations (182)}} \times 100\% = 91\%$
6	Data Source	PSW to Area Manager to Service Director and National Office head of Quality
	Data Completeness	
	Data Quality Issues	
7	Data Collection Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
8	Tracer Conditions	
9	Minimum Data Set	Children and Family Services Quarterly returns Metric: CF8002 Total number of foster carers general approved by the foster care panel ; CF8007 Number of foster carers relative approved by the foster care panel; CF8012 Number of foster carers general approved with an allocated social worker and CF8014 Number of foster carers relative approved with an allocated social worker.
10	International Comparison	No
11	KPI Monitoring	KPI will be monitored on a (please indicate below) basis: <input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details: Please indicate who is responsible for monitoring this KPI: Service Directors and Head Of Quality Office
12	KPI Reporting Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
13	KPI report period	<input checked="" type="checkbox"/> Current (e.g. daily data reported on that same day of activity, monthly data reported within the same month of activity) <input type="checkbox"/> Monthly in arrears (June data reported in July) <input type="checkbox"/> Quarterly in arrears (quarter 1 data reported in quarter 2) <input type="checkbox"/> Rolling 12 months (previous 12 month period)
14	KPI Reporting Aggregation	<input checked="" type="checkbox"/> National <input checked="" type="checkbox"/> Regional <input checked="" type="checkbox"/> LHO Area <input type="checkbox"/> Hospital <input type="checkbox"/> County <input type="checkbox"/> Institution <input type="checkbox"/> Other – give details:
15	KPI is reported in which reports ?	<input type="checkbox"/> Corporate Plan Report <input checked="" type="checkbox"/> Performance Report (NSP/CBP) <input type="checkbox"/> CompStat <input type="checkbox"/> Other – give details:
16	Web link to data	http://www.hse.ie/eng/services/Publications/corporate/Performance_Reports_Monthly.html
17	Additional Information	
	Contact details for Data Manager / Specialist Lead	National Lead for Alternative Care: Siobhan Mugan, Tel (01) 6352849: John Nolan, Information Analyst, Non Acute, BIU, Tel (046) 9280519. Email: john.nolan3@hse.ie
	National Lead and Directorate	Annie Callinan head of Quality Assurance CFSA and Michele Clarke, DCYA

Children and Family Services - Out of Hours

1	KPI Title	Number of referrals made to the Emergency Out of Hours Place of Safety Service
2	KPI Description	This metric measures the number of referrals made to the Emergency Out of Hours Place of Safety Service as per Section 12 of the Child Care Act.
3	KPI Rationale	To measure the demand for service out side normal working hours of the numbers of referrals made to the Emergency Out of Hours Place of Safety Service as per Section 12 of the Child Care Act.
	Indicator Classification	Please tick which Indicator Classification this indicator applies to, ideally choose one classification (in some cases you may need to choose two). <input type="checkbox"/> Person Centred Care <input checked="" type="checkbox"/> Effective Care <input type="checkbox"/> Safe Care <input type="checkbox"/> Better Health and Wellbeing <input type="checkbox"/> Use of Information <input type="checkbox"/> Workforce <input type="checkbox"/> Use of Resources <input type="checkbox"/> Governance, Leadership and Management <input checked="" type="checkbox"/>
	KPI Target	NSP 2013 target: Expected level of Activity Nationally 518
	KPI Calculation	Total number of referrals made to the emergency Out of Hours place of safety service in a quarter.
6	Data Source	PSW to Area Manager to Service Director and National Office head of Quality
	Data Completeness	
	Data Quality Issues	
7	Data Collection Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
8	Tracer Conditions	
9	Minimum Data Set	Children and Family Services Quarterly returns Metric: CF15001 Number of referrals made to the emergency out of hours place of safety service
10	International Comparison	No
11	KPI Monitoring	KPI will be monitored on a (please indicate below) basis: <input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details: Please indicate who is responsible for monitoring this KPI: Service Directors and Head Of Quality Office
12	KPI Reporting Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
13	KPI report period	<input checked="" type="checkbox"/> Current (e.g. daily data reported on that same day of activity, monthly data reported within the same month of activity) <input type="checkbox"/> Monthly in arrears (June data reported in July) <input type="checkbox"/> Quarterly in arrears (quarter 1 data reported in quarter 2) <input type="checkbox"/> Rolling 12 months (previous 12 month period)
14	KPI Reporting Aggregation	<input checked="" type="checkbox"/> National <input checked="" type="checkbox"/> Regional <input type="checkbox"/> LHO Area <input type="checkbox"/> Hospital <input type="checkbox"/> County <input type="checkbox"/> Institution <input type="checkbox"/> Other – give details:
15	KPI is reported in which reports ?	<input type="checkbox"/> Corporate Plan Report <input checked="" type="checkbox"/> Performance Report (NSP/CBP) <input type="checkbox"/> CompStat <input type="checkbox"/> Other – give details:
16	Web link to data	http://www.hse.ie/eng/services/Publications/corporate/Performance_Reports_Monthly.html
17	Additional Information	Data is applicable to service provided by Five Rivers outside of Dublin LHO's and the crisis Intervention Service within the Dublin areas.
Contact details for Data Manager / Specialist Lead		National Specialist : Aidan Waterstone, Tel 086-8157299: John Nolan, Information Analyst, Non Acute, BIU, Tel (046) 9280519. Email: john.nolan3@hse.ie
National Lead and Directorate		Annie Callinan head of Quality Assurance CFSA and Michele Clarke, DCYA

Children and Family Services - Out of Hours

1	KPI Title	Number of children placed with the Emergency Out of Hours Placement Service.
2	KPI Description	This metric measures the number of children (not placements) who are placed with the Emergency Out of Hours Placement Service during the quarter. Should it become apparent that some children are accessing the service more than once in a quarter (e.g. a child may be placed on a section 12 twice in a Quarter) this is still counted as one child.
3	KPI Rationale	To measure the demand for service outside normal working hours.
	Indicator Classification	Please tick which Indicator Classification this indicator applies to, ideally choose one classification (in some cases you may need to choose two). <input type="checkbox"/> Person Centred Care <input checked="" type="checkbox"/> Effective Care Safe Care <input type="checkbox"/> Better Health and Wellbeing <input type="checkbox"/> Use of Information <input type="checkbox"/> Workforce <input type="checkbox"/> Use of Resources <input type="checkbox"/> Governance, Leadership and Management <input checked="" type="checkbox"/>
4	KPI Target	NSP 2013 target: Expected level of Activity Nationally 427
5	KPI Calculation	Count - total number of children placed in the emergency Out of Hours place of safety service in a quarter.
6	Data Source	PSW to Area Manager to Service Director and National Office head of Quality
	Data Completeness	
	Data Quality Issues	
7	Data Collection Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
8	Tracer Conditions	
9	Minimum Data Set	Children and Family Services Quarterly returns Metric: CF15002 Number of children placed with the emergency out of hours placement service
10	International Comparison	No
11	KPI Monitoring	KPI will be monitored on a (please indicate below) basis: <input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details: Please indicate who is responsible for monitoring this KPI: Service Directors and Head Of Quality Office
12	KPI Reporting Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
13	KPI report period	<input checked="" type="checkbox"/> Current (e.g. daily data reported on that same day of activity, monthly data reported within the same month of activity) <input type="checkbox"/> Monthly in arrears (June data reported in July) <input type="checkbox"/> Quarterly in arrears (quarter 1 data reported in quarter 2) <input type="checkbox"/> Rolling 12 months (previous 12 month period)
14	KPI Reporting Aggregation	<input checked="" type="checkbox"/> National <input checked="" type="checkbox"/> Regional <input type="checkbox"/> LHO Area <input type="checkbox"/> Hospital <input type="checkbox"/> County <input type="checkbox"/> Institution <input type="checkbox"/> Other – give details:
15	KPI is reported in which reports ?	<input type="checkbox"/> Corporate Plan Report <input checked="" type="checkbox"/> Performance Report (NSP/CBP) <input type="checkbox"/> CompStat <input type="checkbox"/> Other – give details:
16	Web link to data	http://www.hse.ie/eng/services/Publications/corporate/Performance_Reports_Monthly.html
17	Additional Information	Data is applicable to service provided by Five Rivers outside of Dublin LHO's and the crisis Intervention Service within the Dublin areas.
Contact details for Data Manager / Specialist Lead		National Specialist : Aidan Waterstone, Tel 086-8157299: John Nolan, Information Analyst, Non Acute, BIU, Tel (046) 9280519. Email: john.nolan3@hse.ie
National Lead and Directorate		Annie Callinan head of Quality Assurance CFSA and Michele Clarke, DCYA

Children and Family Services - Out of Hours

1	KPI Title	Number of nights accommodation supplied by the Emergency Out of Hours Placement Service
2	KPI Description	This metric measures the total number of nights accommodation supplied by the Emergency Out of Hours Placement Service.
3	KPI Rationale	To measure the demand for service outside normal working hours.
	Indicator Classification	Please tick which Indicator Classification this indicator applies to, ideally choose one classification (in some cases you may need to choose two). <input type="checkbox"/> Person Centred Care <input checked="" type="checkbox"/> Effective Care <input type="checkbox"/> Safe Care <input type="checkbox"/> Better Health and Wellbeing <input type="checkbox"/> Use of Information <input type="checkbox"/> Workforce <input type="checkbox"/> Use of Resources <input type="checkbox"/> Governance, Leadership and Management <input checked="" type="checkbox"/>
4	KPI Target	NSP 2013 target: Expected level of Activity Nationally 2,408
5	KPI Calculation	This is a count of the number of night's accommodation that was supplied by the Emergency Out of Hours Placement Service.
6	Data Source	PSW to Area Manager to Service Director and National Office head of Quality
	Data Completeness	
	Data Quality Issues	
7	Data Collection Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
8	Tracer Conditions	
9	Minimum Data Set	Children and Family Services Quarterly returns Metric: CF15003 Total number of nights accomodation supplied by the emergency out of hours placement service
10	International Comparison	No
11	KPI Monitoring	KPI will be monitored on a (please indicate below) basis: <input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details: Please indicate who is responsible for monitoring this KPI: Service Directors and Head Of Quality Office
12	KPI Reporting Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
13	KPI report period	<input checked="" type="checkbox"/> Current (e.g. daily data reported on that same day of activity, monthly data reported within the same month of activity) <input type="checkbox"/> Monthly in arrears (June data reported in July) <input type="checkbox"/> Quarterly in arrears (quarter 1 data reported in quarter 2) <input type="checkbox"/> Rolling 12 months (previous 12 month period)
14	KPI Reporting Aggregation	<input checked="" type="checkbox"/> National <input checked="" type="checkbox"/> Regional <input type="checkbox"/> LHO Area <input type="checkbox"/> Hospital <input type="checkbox"/> County <input type="checkbox"/> Institution <input type="checkbox"/> Other – give details:
15	KPI is reported in which reports ?	<input type="checkbox"/> Corporate Plan Report <input checked="" type="checkbox"/> Performance Report (NSP/CBP) <input type="checkbox"/> CompStat <input type="checkbox"/> Other – give details:
16	Web link to data	http://www.hse.ie/eng/services/Publications/corporate/Performance_Reports_Monthly.html
17	Additional Information	Data is applicable to service provided by Five Rivers outside of Dublin LHO's and the crisis Intervention Service within the Dublin areas.
Contact details for Data Manager / Specialist Lead		National Specialist : Aidan Waterstone, Tel 086-8157299: John Nolan, Information Analyst, Non Acute, BIU, Tel (046) 9280519. Email: john.nolan3@hse.ie
National Lead and Directorate		Annie Callinan head of Quality Assurance CFSA and Michele Clarke, DCYA

Children and Family Services - Early Years Services

1	KPI Title	Number of notified Early Years Services in operational area.
2	KPI Description	Number of Early Years services that have notified the HSE and are currently operating an Early Years service at the end of the reporting period.
3	KPI Rationale	Indicator of volume of services notified which is required for service planning.
	Indicator Classification	Please tick which Indicator Classification this indicator applies to, ideally choose one classification (in some cases you may need to choose two). <input type="checkbox"/> Person Centred Care <input type="checkbox"/> Effective Care <input type="checkbox"/> Safe Care <input type="checkbox"/> Better Health and Wellbeing <input type="checkbox"/> Use of Information <input checked="" type="checkbox"/> Workforce <input checked="" type="checkbox"/> Use of Resources <input checked="" type="checkbox"/> Governance, Leadership and Management
4	KPI Target	NSP 2013 target: Expected Level of Activity 4,705 Nationally
5	KPI Calculation	This is a census count of the number of Early Years Services centres that have notified the HSE and are currently operating an Early Years Service at the end of the reporting period.
6	Data Source	Early Years Inspectors to Area Manager to Service Director and National Office head of Quality
	Data Completeness	
	Data Quality Issues	
7	Data Collection Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
8	Tracer Conditions	
9	Minimum Data Set	Children and Family Services Quarterly returns: Metric CF12001 Number of early years Service in the administrative area that have notified the HSE and are currently operating an Early years Service at the end of the reporting period.
10	International Comparison	No
11	KPI Monitoring	KPI will be monitored on a (please indicate below) basis: <input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details: Please indicate who is responsible for monitoring this KPI: Service Directors and Head Of Quality Office
12	KPI Reporting Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
13	KPI report period	<input checked="" type="checkbox"/> Current (e.g. daily data reported on that same day of activity, monthly data reported within the same month of activity) <input type="checkbox"/> Monthly in arrears (June data reported in July) <input type="checkbox"/> Quarterly in arrears (quarter 1 data reported in quarter 2) <input type="checkbox"/> Rolling 12 months (previous 12 month period)
14	KPI Reporting Aggregation	<input checked="" type="checkbox"/> National <input checked="" type="checkbox"/> Regional <input checked="" type="checkbox"/> LHO Area <input type="checkbox"/> Hospital <input type="checkbox"/> County <input type="checkbox"/> Institution <input type="checkbox"/> Other – give details:
15	KPI is reported in which reports ?	<input type="checkbox"/> Corporate Plan Report <input checked="" type="checkbox"/> Performance Report (NSP/CBP) <input type="checkbox"/> CompStat <input type="checkbox"/> Other – give details:
16	Web link to data	http://www.hse.ie/eng/services/Publications/corporate/Performance_Reports_Monthly.html Early years Inspection Services Information http://www.hse.ie/eng/services/Find_a_Service/Children_and_Family_Services/Early_years_Services/Early_years_inspection_services/
17	Additional Information	Please note: Some areas have previously returned the number of providers as opposed to the number of notified services in this return. For example; a provider that notifies can have an am and pm session - run separately; different children maybe with a different child care worker - this necessitates 2 inspections (usually the same day). In some areas this is counted as 1 when it should be counted as two inspections.
Contact details for Data Manager / Specialist Lead		National Specialist for Early Years Services: Fiona McDonnell, Tel (061) 461487. Email fionam.mcdonnell@hse.ie : John Nolan, Information Analyst, Non Acute, BIU, Tel (046) 9280519. Email: john.nolan3@hse.ie
National Lead and Directorate		Annie Callinan head of Quality Assurance CFSA and Michele Clarke, DCYA

Children and Family Services - Early Years Services

1	KPI Title	Percentage of Early Years Services which received an inspection
2	KPI Description	Number of Early Years Services in each Local Health Office which has notified the HSE and are currently operating a preschool service and who have received an annual inspection (first and annual inspection to be included) during the reporting period.
3	KPI Rationale	This is a key indicator of service performance levels.
	Indicator Classification	Please tick which Indicator Classification this indicator applies to, ideally choose one classification (in some cases you may need to choose two). <input type="checkbox"/> Person Centred Care <input type="checkbox"/> Effective Care <input type="checkbox"/> Safe Care <input type="checkbox"/> Better Health and Wellbeing <input checked="" type="checkbox"/> Use of Information <input type="checkbox"/> <input type="checkbox"/> Workforce <input type="checkbox"/> Use of Resources <input checked="" type="checkbox"/> Governance, Leadership and Management <input checked="" type="checkbox"/>
4	KPI Target	NSP 2013 target: 42.1%
5	KPI Calculation	The figure is produced by dividing the total number of Early Years Services operating who have received a first/annual inspection by, the total number of early Years Services that have notified the HSE and are currently operating a service. (Example, LHO has 220 Early Years Services operating of whom 21 received an inspection $21/220 \times 100\%$) Calculation: Number of Early Years Services in the LHO that had a first/annual inspection (21) Number of Early Years Services in the LHO $(21/220) \times 100\% = 9.5\%$
6	Data Source	Early Years Inspectors to Area Manager to Service Director and National Office head of Quality
	Data Completeness	
	Data Quality Issues	
7	Data Collection Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
8	Tracer Conditions	
9	Minimum Data Set	Children and Family Services Quarterly returns: Metric CF12001 Number of early years Service in the administrative area that have notified the HSE and are currently operating an Early years Service at the end of the reporting period; and CF12002 Number of operational early years services centres in the administrative area that had an annual inspection during the reporting period (First and Annual to be included) (Do not include review/follow up or advisory visits)
10	International Comparison	No
11	KPI Monitoring	KPI will be monitored on a (please indicate below) basis: <input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details: Please indicate who is responsible for monitoring this KPI: Service Directors and Head Of Quality Office
12	KPI Reporting Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
13	KPI report period	<input checked="" type="checkbox"/> Current (e.g. daily data reported on that same day of activity, monthly data reported within the same month of activity) <input type="checkbox"/> Monthly in arrears (June data reported in July) <input type="checkbox"/> Quarterly in arrears (quarter 1 data reported in quarter 2) <input type="checkbox"/> Rolling 12 months (previous 12 month period)
14	KPI Reporting Aggregation	<input checked="" type="checkbox"/> National <input checked="" type="checkbox"/> Regional <input checked="" type="checkbox"/> LHO Area <input type="checkbox"/> Hospital <input type="checkbox"/> County <input type="checkbox"/> Institution <input type="checkbox"/> Other – give details:
15	KPI is reported in which reports ?	<input type="checkbox"/> Corporate Plan Report <input checked="" type="checkbox"/> Performance Report (NSP/CBP) <input type="checkbox"/> CompStat <input type="checkbox"/> Other – give details:
16	Web link to data	http://www.hse.ie/eng/services/Publications/corporate/Performance_Reports_Monthly.html Early years Inspection Services Information http://www.hse.ie/eng/services/Find_a_Service/Children_and_Family_Services/Early_years_Services/Early_years_inspection_services/
17	Additional Information	Please note: Some areas have previously returned the number of providers as opposed to the number of notified services in this return. For example; a provider that notifies can have an am and pm session - run separately; different children maybe with a different child care worker - this necessitates 2 inspections (usually the same day). In some areas this is counted as 1 when it should be counted as two inspections.
Contact details for Data		National Specialist for Early Years Services: Fiona McDonnell, Tel (061) 461487. Email fionam.mcdonnell@hse.ie : John Nolan, Information Analyst, Non Acute, BIU, Tel (046) 9280519. Email: john.nolan3@hse.ie
Manager / Specialist Lead		
National Lead and Directorate		Annie Callinan head of Quality Assurance CFSA and Michele Clarke, DCYA

Children and Family Services - Early Years Services

1	KPI Title	Number & percentage of Early Years Services that are fully compliant on Inspection
2	KPI Description	Number of operational Early Years Services in the LHO that had an annual inspection (first and annual inspection to be included) and are found on inspection not to have areas which require attention by the service provider as the service is found to be in general fully compliant with the 2006 Pre school Regulations during the reporting period.
3	KPI Rationale	This will identify the level of Early Years Services who are achieving full compliance with the 2006 Early years Regulations.
	Indicator Classification	Please tick which Indicator Classification this indicator applies to, ideally choose one classification (in some cases you may need to choose two). <input type="checkbox"/> Person Centred Care <input type="checkbox"/> Effective Care <input type="checkbox"/> Safe Care <input type="checkbox"/> Better Health and Wellbeing <input checked="" type="checkbox"/> Use of Information <input checked="" type="checkbox"/> <input type="checkbox"/> Workforce <input type="checkbox"/> Use of Resources <input type="checkbox"/> Governance, Leadership and Management <input type="checkbox"/>
	KPI Target	NSP 2013 target: 21.7% Expected Level of Compliance Nationally
5	KPI Calculation	The figure is produced by dividing the total number of Early Years Services operating who have received a first/annual inspection and are fully compliant by, the total number of Early Years Services operating who have received a first/annual inspection. (Example, LHO has 19 Early Years Services operating who received an inspection of whom 5 were fully compliant 5/19x100%) Calculation: Number of Early Years Services in the LHO that had a first/annual inspection and was found fully compliant (5) Number of Early Years Services in the LHO that received a first/annual inspection (5/19)x100% = 26.3%
6	Data Source	
	Data Completeness	Early Years Inspectors to Area Manager to Service Director and National Office head of Quality
	Data Quality Issues	
7	Data Collection Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
8	Tracer Conditions	
9	Minimum Data Set	Children and Family Services Quarterly returns: Metric CF12002 Number of operational early years services centres in the administrative area that had an annual inspection during the reporting period (First and Annual to be included) (Do not include review/follow up or advisory visits); and CF12004 Number of operational early years services centres in the administrative area that had an annual inspection during the reporting period (First and Annual to be included) and are fully compliant
10	International Comparison	No
11	KPI Monitoring	KPI will be monitored on a (please indicate below) basis: <input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details: Please indicate who is responsible for monitoring this KPI: Service Directors and Head Of Quality Office
12	KPI Reporting Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
13	KPI report period	<input checked="" type="checkbox"/> Current (e.g. daily data reported on that same day of activity, monthly data reported within the same month of activity) <input type="checkbox"/> Monthly in arrears (June data reported in July) <input type="checkbox"/> Quarterly in arrears (quarter 1 data reported in quarter 2) <input type="checkbox"/> Rolling 12 months (previous 12 month period)
14	KPI Reporting Aggregation	<input checked="" type="checkbox"/> National <input checked="" type="checkbox"/> Regional <input checked="" type="checkbox"/> LHO Area <input type="checkbox"/> Hospital <input type="checkbox"/> County <input type="checkbox"/> Institution <input type="checkbox"/> Other – give details:
15	KPI is reported in which reports ?	<input type="checkbox"/> Corporate Plan Report <input checked="" type="checkbox"/> Performance Report (NSP/CBP) <input type="checkbox"/> CompStat <input type="checkbox"/> Other – give details:
16	Web link to data	http://www.hse.ie/eng/services/Publications/corporate/Performance_Reports_Monthly.html Early years Inspection Services Information http://www.hse.ie/eng/services/Find_a_Service/Children_and_Family_Services/Early_years_Services/Early_years_inspection_services/
17	Additional Information	Please note: Some areas have previously returned the number of providers as opposed to the number of notified services in this return. For example; a provider that notifies can have an am and pm session - run seperatly; different children maybe with a different child care worker - this necessitates 2 inspections (usually the same day). In some areas this is counted as 1 when it should be counted as two inspections. Also in relation to compliance please note that this is provision based and outside the control of HSE.

Contact details for Data	National Specialist for Early Years Services: Fiona McDonnell, Tel (061) 461487. Email fionam.mcdonnell@hse.ie : John Nolan, Information Analyst, Non Acute, BIU, Tel (046) 9280519. Email: john.nolan3@hse.ie
Manager / Specialist Lead	
National Lead and Directorate	Annie Callinan head of Quality Assurance CFSA and Michele Clarke, DCYA

Children and Family Services - Early Years Services

1	KPI Title	Number of notified full day Early Years Services
2	KPI Description	Number of Early Years Services in the Local Health Office that have notified the HSE as a full day service and are currently operating a full day Early Years Services during the reporting period.
3	KPI Rationale	This will give a baseline for the percentage of Full Day Services inspected in the LHO area.
	Indicator Classification	Please tick which Indicator Classification this indicator applies to, ideally choose one classification (in some cases you may need to choose two). <input type="checkbox"/> Person Centred Care <input type="checkbox"/> Effective Care <input type="checkbox"/> Safe Care <input type="checkbox"/> Better Health and Wellbeing <input type="checkbox"/> Use of Information <input type="checkbox"/> Workforce <input type="checkbox"/> Use of Resources <input checked="" type="checkbox"/> Governance, Leadership and Management
	KPI Target	NSP 2013 target: Expected Level of Activity 1,611 nationally
4	KPI Calculation	This is a census count of the number of Early Years Services in the LHO that have notified the HSE and are currently operating a full day Early Years Services at the end of the reporting period.
6	Data Source	Early Years Inspectors to Area Manager to Service Director and National Office head of Quality
	Data Completeness	
	Data Quality Issues	
7	Data Collection Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
8	Tracer Conditions	
9	Minimum Data Set	Children and Family Services Quarterly returns: Metric CF12006 Of the number of early years services centres in the administrative area that have notified the HSE and are currently operating an early years service; how many are providing a Full Day service at the end of the reporting period.
10	International Comparison	No
11	KPI Monitoring	KPI will be monitored on a (please indicate below) basis: <input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details: Please indicate who is responsible for monitoring this KPI: Service Directors and Head Of Quality Office
12	KPI Reporting Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
13	KPI report period	<input checked="" type="checkbox"/> Current (e.g. daily data reported on that same day of activity, monthly data reported within the same month of activity) <input type="checkbox"/> Monthly in arrears (June data reported in July) <input type="checkbox"/> Quarterly in arrears (quarter 1 data reported in quarter 2) <input type="checkbox"/> Rolling 12 months (previous 12 month period)
14	KPI Reporting Aggregation	<input checked="" type="checkbox"/> National <input checked="" type="checkbox"/> Regional <input checked="" type="checkbox"/> LHO Area <input type="checkbox"/> Hospital <input type="checkbox"/> County <input type="checkbox"/> Institution <input type="checkbox"/> Other – give details:
15	KPI is reported in which reports ?	<input type="checkbox"/> Corporate Plan Report <input checked="" type="checkbox"/> Performance Report (NSP/CBP) <input type="checkbox"/> CompStat <input type="checkbox"/> Other – give details:
16	Web link to data	http://www.hse.ie/eng/services/Publications/corporate/Performance_Reports_Monthly.html Early years Inspection Services Information http://www.hse.ie/eng/services/Find_a_Service/Children_and_Family_Services/Early_years_Services/Early_years_inspection_services/
17	Additional Information	Please note: Some areas have previously returned the number of providers as opposed to the number of notified services in this return. For example; a provider that notifies can have an am and pm session - run seperatly; different children mabye with a different child care worker - this necessitates 2 inspections (usually the same day). In some areas this is counted as 1 when it should be counted as two inspections.
Contact details for Data Manager / Specialist Lead		National Specialist for Early Years Services: Fiona McDonnell, Tel (061) 461487. Email fionam.mcdonnell@hse.ie : John Nolan, Information Analyst, Non Acute, BIU, Tel (046) 9280519. Email: john.nolan3@hse.ie
National Lead and Directorate		Annie Callinan head of Quality Assurance CFSA and Michele Clarke, DCYA

Children and Family Services - Early Years Services

1	KPI Title	Percentage of full day early years services which received an annual inspection
2	KPI Description	Number of early years services in the LHO that have notified the HSE and are currently operating a full day and who have received an annual inspection during the reporting period.
3	KPI Rationale	This is a high risk category of notified services which are prioritised for inspection.
	Indicator Classification	Please tick which Indicator Classification this indicator applies to, ideally choose one classification (in some cases you may need to choose two). <input type="checkbox"/> Person Centred Care <input type="checkbox"/> Effective Care <input type="checkbox"/> Safe Care <input type="checkbox"/> Better Health and Wellbeing <input checked="" type="checkbox"/> Use of Information <input type="checkbox"/> <input type="checkbox"/> Workforce <input type="checkbox"/> Use of Resources <input checked="" type="checkbox"/> Governance, Leadership and Management <input checked="" type="checkbox"/>
4	KPI Target	NSP 2013 target: 43.4%
5	KPI Calculation	The figure is produced by dividing the number of Early Years Services providing a Full Day service by the number of Early Years Services providing a full day service who have received an inspection (i.e. DSC have 20 Early Years services providing a Full Day service, 15 of which were received an inspection 15/20x100%) Calculation: $\frac{\text{Number of Early Years services providing a Full Day service who received an inspection (15)}}{\text{Number of Early years Services providing a Full Day Service (20)}} \times 100\% = 75\%$
6	Data Source	Early Years Inspectors to Area Manager to Service Director and National Office head of Quality
	Data Completeness	
	Data Quality Issues	
7	Data Collection Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
8	Tracer Conditions	
9	Minimum Data Set	Children and Family Services Quarterly returns: Metric CF12006 Of the number of early years services centres in the administrative area that have notified the HSE and are currently operating an early years service; how many are providing a Full Day service at the end of the reporting period; and CF12007 The number of early years services in the administrative area that have notified the HSE and are currently operating a FULL DAY Early years service who have received a first/annual inspection during the reportign period.
10	International Comparison	No
11	KPI Monitoring	KPI will be monitored on a (please indicate below) basis: <input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details: Please indicate who is responsible for monitoring this KPI: Service Directors and Head Of Quality Office
12	KPI Reporting Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
13	KPI report period	<input checked="" type="checkbox"/> Current (e.g. daily data reported on that same day of activity, monthly data reported within the same month of activity) <input type="checkbox"/> Monthly in arrears (June data reported in July) <input type="checkbox"/> Quarterly in arrears (quarter 1 data reported in quarter 2) <input type="checkbox"/> Rolling 12 months (previous 12 month period)
14	KPI Reporting Aggregation	<input checked="" type="checkbox"/> National <input checked="" type="checkbox"/> Regional <input checked="" type="checkbox"/> LHO Area <input type="checkbox"/> Hospital <input type="checkbox"/> County <input type="checkbox"/> Institution <input type="checkbox"/> Other – give details:
15	KPI is reported in which reports ?	<input type="checkbox"/> Corporate Plan Report <input checked="" type="checkbox"/> Performance Report (NSP/CBP) <input type="checkbox"/> CompStat <input type="checkbox"/> Other – give details:
16	Web link to data	http://www.hse.ie/eng/services/Publications/corporate/Performance_Reports_Monthly.html Early years Inspection Services Information http://www.hse.ie/eng/services/Find_a_Service/Children_and_Family_Services/Early_years_Services/Early_years_inspection_services/
17	Additional Information	Please note: Some areas have previously returned the number of providers as opposed to the number of notified services in this return. For example; a provider that notifies can have an am and pm session - run seperatly; different children maybe with a different child care worker - this necessitates 2 inspections (usually the same day). In some areas this is counted as 1 when it should be counted as two inspections.
Contact details for Data		National Specialist for Early Years Services: Fiona McDonnell, Tel (061) 461487. Email fionam.mcdonnell@hse.ie : John Nolan, Information Analyst, Non Acute, BIU, Tel (046) 9280519. Email: john.nolan3@hse.ie
Manager / Specialist Lead		
National Lead and Directorate		Annie Callinan head of Quality Assuarance CFSA and Michele Clarke, DCYA

Children and Family Services - Early Years Services

1	KPI Title	Percentage of complaints investigated.
2	KPI Description	This metric will measure the number of complaints investigated against the number of complaints received during the reporting period.
3	KPI Rationale	It is a priority for Early Years Services that complaints received are investigated. This will give an indication of service response to complaints.
	Indicator Classification	Please tick which Indicator Classification this indicator applies to, ideally choose one classification (in some cases you may need to choose two). <input type="checkbox"/> Person Centred Care <input type="checkbox"/> Effective Care <input type="checkbox"/> Safe Care <input type="checkbox"/> Better Health and Wellbeing <input type="checkbox"/> Use of Information <input checked="" type="checkbox"/> <input type="checkbox"/> Workforce <input type="checkbox"/> Use of Resources <input type="checkbox"/> Governance, Leadership and Management <input checked="" type="checkbox"/>
4	KPI Target	NSP 2013 target: 100%
5	KPI Calculation	The figure is produced by dividing the number of complaints received during the reporting period by the number of complaints investigated during the reporting period (i.e. DSC have received 20 complaints, 15 of which were investigated 15/20x100%) Calculation: Number of complaints investigated (15) Number of Complaints received (20)x100% = 75%
6	Data Source	Early Years Inspectors to Area Manager to Service Director and National Office head of Quality
	Data Completeness	
	Data Quality Issues	
7	Data Collection Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
8	Tracer Conditions	
9	Minimum Data Set	Children and Family Services Quarterly returns: Metric CF12013 The number of complaints relating to early years services received in the administrative area during the reporting period; and CF12014 The number of complaints relating to early years services investigated in the administrative area during the reporting period
10	International Comparison	No
11	KPI Monitoring	KPI will be monitored on a (please indicate below) basis: <input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details: Please indicate who is responsible for monitoring this KPI: Service Directors and Head Of Quality Office
12	KPI Reporting Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
13	KPI report period	<input checked="" type="checkbox"/> Current (e.g. daily data reported on that same day of activity, monthly data reported within the same month of activity) <input type="checkbox"/> Monthly in arrears (June data reported in July) <input type="checkbox"/> Quarterly in arrears (quarter 1 data reported in quarter 2) <input type="checkbox"/> Rolling 12 months (previous 12 month period)
14	KPI Reporting Aggregation	<input checked="" type="checkbox"/> National <input checked="" type="checkbox"/> Regional <input checked="" type="checkbox"/> LHO Area <input type="checkbox"/> Hospital <input type="checkbox"/> County <input type="checkbox"/> Institution <input type="checkbox"/> Other – give details:
15	KPI is reported in which reports ?	<input type="checkbox"/> Corporate Plan Report <input checked="" type="checkbox"/> Performance Report (NSP/CBP) <input type="checkbox"/> CompStat <input type="checkbox"/> Other – give details:
16	Web link to data	http://www.hse.ie/eng/services/Publications/corporate/Performance_Reports_Monthly.html Early years Inspection Services Information http://www.hse.ie/eng/services/Find_a_Service/Children_and_Family_Services/Early_years_Services/Early_years_inspection_services/
17	Additional Information	Early years Inspection Services Information http://www.hse.ie/eng/services/Find_a_Service/Children_and_Family_Services/Early_years_Services/Early_years_inspection_services/
Contact details for Data		National Specialist for Early Years Services: Fiona McDonnell, Tel (061) 461487. Email fionam.mcdonnell@hse.ie : John Nolan, Information Analyst, Non Acute, BIU, Tel (046) 9280519. Email: john.nolan3@hse.ie
Manager / Specialist Lead		
National Lead and Directorate		Annie Callinan head of Quality Assurance CFSA and Michele Clarke, DCYA