Overview

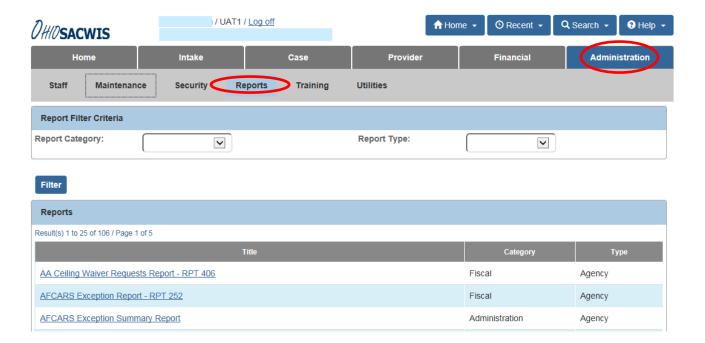
This article describes how to generate the **Child Custody Removal Reasons and Statistics Report**. This report displays information regarding all **Child Custody Removal Reasons and Statistics completed** within a particular **Parameter Period** (date range) specified by the user.

Complete the following steps to generate the report.

Navigating to the Report Parameters Page

The Child Custody Removal Reasons and Statistic Report can be accessed through the **Administration** > **Reports** tabs in SACWIS.

- 1. On the SACWIS **Home** screen, click the **Administration** tab.
- 2. Click the **Reports** tab. The **Reports** screen displays.



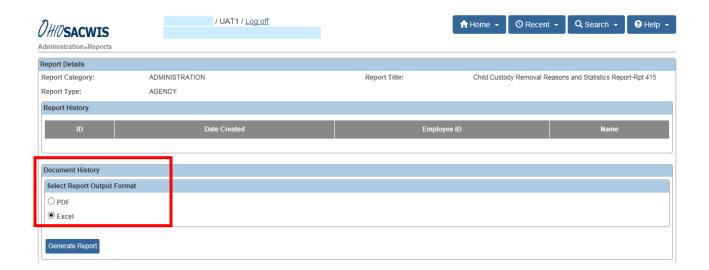
3. The report is currently listed on Page 1 (fourth from the bottom) of the **Reports** list.



4. Click the Child Custody Removal Reasons and Statistics Report - Rpt 415

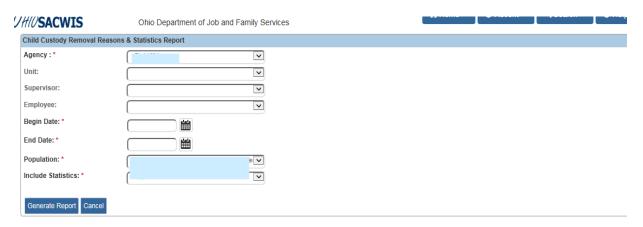
The **Report Details** screen appears.

5. In the **Select Report Output Format** section, select **PDF** or **Excel** as the report format. **Excel** is pre-selected.



6. Click the Generate Report button.

7. The Parameters screen appears.



- 8. The user's **Agency** is pre-selected.
- 9. If you wish to limit the report data to a specific Unit or Supervisor or Employee, then select:
 - a. **Unit** (Optional)
 - b. **Supervisor** (Optional)
 - c. **Employee** (Optional)
- 10. In the **Begin Date** field, select the desired begin date of the parameter period for the report. (Required)
- 11. In the **End Date** field, select the desired end date of the parameter period for the report. (Required)
- 12. In the **Population** field, selected one of the report populations. (Required).
 - Children in Custody during the Parameter Period Selected The report will include all children in the Custody for the selected Agency for any portion of the timeframe identified.
 - Children Removed During the Parameter Period Selected The report will include only children who were removed during the parameter period identified.



- 13. In the **Include Statistics** field, select the desired parameter from the drop-down list. The field will default to **Yes**. (Required)
 - **Yes** The report will display data on sheet 2 of the report.
 - No The report will not display data on sheet 2 of the report. (Note: The
 report generates more quickly when you select this option.)
- 14. Select the **Generate Report** button.
- 15. The report displays in the format specified.

The example in the next section shows the Excel version of the report.

Report Example

Report Header Display

Child Custody Removal Reasons and Statistics Report

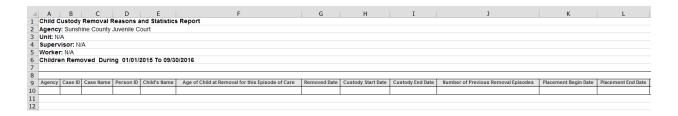
Agency: County Department of Job and Family Services

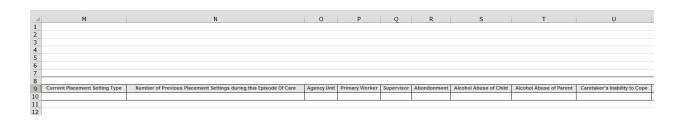
Unit: N/A

Supervisor: N/A Worker: N/A

Children Removed During 01/01/2016 To 03/31/2016

Report Display:







4	AG	AH	AI	AJ	AK	AL	AM	AN	AC	AP	AQ	
1												
2												
3												
4												
5												
6												
7												
8												
9	Incarceration Of Parent(s)	Neglect	Physical Abuse	Relinquishment	Sexual Abuse	Sibling Removal	Unruly/Status Offender	Withholding Treatment From Disabled Inf	ant			
10												
11												

Report Summary Display: (on 2nd Tab)

Total Number of Unique Children: 8

Removal Reason	Number of Children	Percent of Population
ABANDONMENT	0	0.00%
ALCOHOL ABUSE OF CHILD	0	0.00%
ALCOHOL ABUSE OF PARENT	0	0.00%
CARTAKER'SINABILITY TO COPE	0	0.00%
CHILD'S BEHAVIOR PROBLEMS	0	0.00%
CHILD OF A MINOR PARENT	0	0.00%
CHILD'S DISABILITY	0	0.00%
DEATH OF PARENT(S)	0	0.00%
DELINQUENCY	0	0.00%
DEPENDENCY	3	37.50%
DISABILITY/HANDICAP	0	0.00%
DRUG ABUSE OF CHILD	0	0.00%
DRUG ABUSE OF PARENT	0	0.00%
DESERTED CHILD/SAFE HAVEN BABY	0	0.00%
EMOTIONAL MALTREATMENT/MENTAL INJURY	0	0.00%
FAILURE TO THRIVE	0	0.00%
ICPC	0	0.00%
INADEQUATE HOUSING	0	0.00%
INCARCERATION OF PARENT(S)	0	0.00%
MENTALILLNESS	0	0.00%
MENTALRETARDATION	0	0.00%

NEGLECT	5	62.50%
PCSARECEIVEDCUSTODY	0	0.00%
PHISICAL ABUSE	0	0.00%
PREGNANCY	0	0.00%
RELINQUISHMENT	0	0.00%
SEXUAL ABUSE	0	0.00%
SIBLINGREMOVAL	0	0.00%
SUBSTANCEABUSE	0	0.00%
TRUANCY	0	0.00%
UNRULY/STATUSOFFENDER	0	0.00%
WITHHOLDINGTREATMENT	0	0.00%
NOTAVAILALABLE	0	0.00%
OTHER	0	0.00%
Total Number of Children	8	

If you need additional information or assistance, please contact the SACWIS Help Desk.