

ND CFS QUALITY ASSURANCE

ROUND 4 CHILDREN & FAMILY SERVICE REVIEWS (CFSR) QUARTER 1

Schedule Details

CASE SAMPLE PERIOD: 10/1/23 – 3/31/24

PERIOD UNDER REVIEW (PUR): 10/1/23 – date the case is reviewed

CASE SAMPLE OUTREACH
6/3/24 – 6/21/24

The QA unit contacts agencies to discuss cases that may be reviewed based on the stratified case sample list's random ranking order and contacts Key Case Participants to confirm cases. We may seek the assistance of the agency to reach a case participant.

AGENCY PREPARATIONS
6/24/24 – Date Case Reviewed

The [CFS QA unit's Insider](#) page & the [UND CFSTC's](#) website provides resources, training, documents, and details on how to prepare for a case review. QA unit contact information and QA outreach assignments can also be found on these sites.



PROVIDING CASE FILES:

Case file documentation must be provided to the QA unit a week before the review event. Options for accessing the case record include direct access to the case file on the agency's SharePoint site or uploading the file to the agency's Microsoft Teams Channel in -Tm-DHS-CFS-QA-Case-Reviews. Tribal agencies may email the necessary files.

Leanne Miller, QA Manager
Email: lemiller@nd.gov
Phone number: 701.328.3529

	REVIEW WEEK	UPLOAD FILE TO CFS BY	FC CASES	FINALIZED STATUS TARGET
1	10/7/24-10/11/24	9/30/24	7	11/8/24
2	10/14/24-10/18/24	10/7/24	4	11/15/24
3	10/21/24-10/25/24	10/14/24	4	11/22/24
4	10/28/24-11/1/24	10/21/24	4	11/29/24
5	11/4/24-11/8/24	10/28/24	7	12/6/24
6	11/18/24-11/22/24	11/12/24	7	12/20/24
7	12/2/24-12/6/24	11/25/24	7	1/3/25
R4 CFSR Q1 CASE REVIEW TOTALS			40 FC	