







Fundamentals in Evidence-Based Decision-Making

How to download data

October 22, 2019 The Center for State Child Welfare Data Chapin Hall at the University of Chicago



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How to download the spell file from the FCDA Web tool: ENTRY COHORT

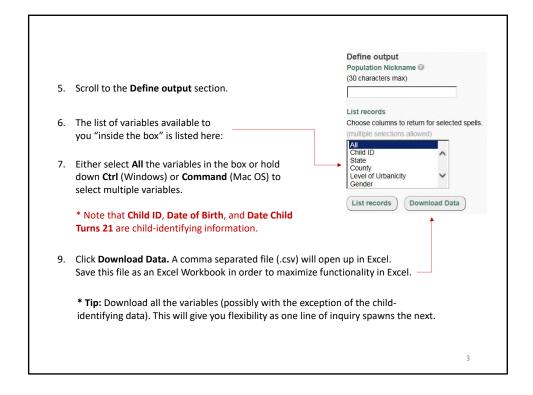
- 1. Log into the FCDA web tool at https://fcda.chapinhall.org.
- 2. Select All Spells in the left hand menu bar.
- 3. Leave the dropdown boxes set to their defaults.
- Scroll to the Sample selection section. Under Entry cohort, enter the start dates for the spells you want to capture. For example, if you want to work with all spells that began between CY2010 and CY2014, enter From: 01-01-2010 To: 12-31-2014.

Point in time (Earliest valid PIT year for TN is 2000)
Show child spells that were active on:
Date: MM-DD-YYYY
Most recent database update 06-30-2015

Find your censor date here.

Continued →

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How to download the spell file from the FCDA Web tool: **EXIT COHORT** REMEMBER: Make sure your analytic population matches your research question. Exit cohort analyses are generally not good measures of speed, likelihood, typical performance, or change over time UNLESS the exit cohort is the appropriate risk set (i.e., questions about the likelihood of re-entry post discharge). 1. Log into the FCDA web tool at https://fcda.chapinhall.org. 2. Select All Spells in the left hand menu bar. 3. Leave the dropdown boxes set to their defaults. 4. Make sure **Discharges** is selected in the menu bar. Scroll to the **Discharges** section. Under **Exit** date, enter the exits dates for the spells you want to capture. For example, if you want to work with all spells that ended between CY2010 and CY2014, enter From: 01-01-2010 To: 12-31-2014. All spells Point in time @ Fxit date Find your (Earliest valid PIT year for TN is 2000) Spell number From: MM-DD-YYYY censor Show child spells that were active on: Movement history date Date: MM-DD-YYYY Discharges here. Most recent database update 06-30-2015 Re-entry 5. Repeat Steps 5 through 9 above.

How to download the spell file from the FCDA Web tool: POINT-IN-TIME POPULATION

REMEMBER: Make sure your analytic population matches your research question. Point-in-time analyses are generally not good measures of speed, likelihood, typical performance, or change over time UNLESS an in-care population is the appropriate risk set (i.e., questions about future trajectories for an in-care population).

- 1. Log into the FCDA web tool at https://fcda.chapinhall.org.
- 2. Select All Spells in the left hand menu bar.
- 3. Leave the dropdown boxes set to their defaults.
- Scroll to the Sample selection section. Under Point in time, enter the date for which you want to return the active caseload. For example, if you want to work with all spells that were active on January 1, 2014, enter 01-01-2014.

Point in time (Carliest valid PIT year for TN is 2000)
Show child spells that were active on:
Date: MM-DD-YYYY
Most recent database update 06-30-2015

5. Repeat Steps 5 through 9 above.

For more information:

- Learn more about FCDA membership and the web tool at https://fcda.chapinhall.org/member-services/faqs/
- · Web tool resources:
 - FCDA recipes and other applications on the CQIdeas blog: https://fcda.chapinhall.org/cqideas-blog/
 - Web tool tutorial videos: https://fcda.chapinhall.org/knowledge-in-action/education-training-and-technical-assistance/fcda-web-tool-video-tutorials/
- To read more about evidence use in the CQI process:
 - Research Update: Child welfare agencies that use more research evidence have higher rates of permanency for children in foster care https://fcda.chapinhall.org/return-on-investment/research-update-child-welfare-agencies-use-research-evidence-higher-rates-permanency-children-foster-care/
 - Principles, Language, and Shared Meaning: Toward a Common Understanding of CQI in Child Welfare http://fcda.chapinhall.org/wp-content/uploads/2014/07/2014-07-Principles-Language-and-Shared-Meaning Toward-a-Common-Understanding-of-CQI-in-Child-Welfare.pdf

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