NYTD SERVICES FILE CODE BOOK

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NATIONAL DATA ARCHIVE ON
NDACAN CHILD ABUSE AND NEGLECT

Revised April 1, 2016

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20	#16	TribeSv	Enrolled In A Federally-Recognized Tribe	F2.0
14	#10	White	Race - White	F2.0

FY

Variable Label Fiscal Year

Definition The federal fiscal year (FFY) in which services were received. The FFY begins on Oct 1 and ends on Sep 30 of the next calendar year.

Data Type F4.0

NYTD Element Derived

RepDate

Variable Label Report Date

Definition The report date corresponds with the end of the current reporting period. Indicates the last month and the year of the reporting period.

Data Type A6

NYTD Element #2

StFIPS

Variable Label State FIPS Code

Definition The Federal Information Processing Standard FIPS code for the State submitting the report to ACF.

Data Type F2.0

NYTD Element #1

Value	Label
1	Alabama
2	Alaska
4	Arizona
5	Arkansas
6	California
8	Colorado
9	Connecticut
10	Delaware
11	District of Columbia
12	Florida
13	Georgia
15	Hawaii
16	Idaho
17	Illinois
18	Indiana
19	Iowa
20	Kansas
21	Kentucky
22	Louisiana
23	Maine
24	Maryland
25	Massachusetts
26	Michigan
27	Minnesota
28	Mississippi
29	Missouri
30	Montana
31	Nebraska
32	Nevada
33	New Hampshire
34	New Jersey
35	New Mexico
36	New York
37	North Carolina
38	North Dakota
39	Ohio
40	Oklahoma
41	Oregon
42	Pennsylvania
44	Rhode Island
45	South Carolina
46	South Dakota
47	Tennessee
48	Texas
49	Utah
50	Vermont
51	Virginia
53	Washington
54	West Virginia
55	Wisconsin
56	Wyoming
72	Puerto Rico

St

Variable Label Two-letter USPS code for state

Definition The two-letter U.S. Postal Service code for the state.

Data Type A2

NYTD Element Derived

RecNumbr

Variable Label AFCARS Unique Child ID (Encrypted)

Definition The record number is the encrypted, unique person identification number for the youth. The State agency must apply and retain the same encryption routine or method for the person identification number across all reporting periods. The record number must be encrypted in accordance with ACF standards.

Data Type A12

NYTD Element #3

DOB

Variable Label Date Of Birth

Definition The youth's date of birth. Indicate the year, month, and day of the youth's birth. The day part of all DOBs has been set to the 15th of the month to reduce the possibility of identification of individuals.

Data Type Adate10

NYTD Element #4

Sex

Variable Label   Sex

Definition   The youth's gender.

Data Type   F2.0

NYTD Element   #5

Value	Value Label
1	Male
2	Female
77	Blank

AmIAKN

Variable Label   Race - American Indian Or Alaskan Native

Definition   In general, a youth's race is determined by the youth or the youth's parents. An American Indian or Alaska Native youth has origins in any of the original peoples of North or South America (including Central America), and maintains tribal affiliation or community attachment.

"Yes" means this racial category applies for this youth.

Data Type   F2.0

NYTD Element   #6

Value	Value Label
0	No
1	Yes
77	Blank

Asian

Variable Label	Race - Asian
Definition	In general, a youth's race is determined by the youth or the youth's parents. An Asian youth has origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.
Data Type	F2.0
NYTD Element	#7

Value	Value Label
0	No
1	Yes
77	Blank

BlkAfrAm

Variable Label Race - Black Or African American

Definition In general, a youth's race is determined by the youth or the youth's parents. A Black or African American youth has origins in any of the black racial groups of Africa.

"Yes" means this racial category applies for this youth.

Data Type F2.0

NYTD Element #8

Value	Value Label
0	No
1	Yes
77	Blank

HawaiiPI

Variable Label Race - Native Hawaiian Or Other Pacific Islander

Definition In general, a youth's race is determined by the youth or the youth's parents. A Native Hawaiian or Other Pacific Islander youth has origins in any of the original peoples of Hawaii, Guam, Samoa or other Pacific Islands.

"Yes" means this racial category applies for this youth.

Data Type F2.0

NYTD Element #9

Value	Value Label
0	No
1	Yes
77	Blank

White

Variable Label   Race - White

Definition   In general, a youth's race is determined by the youth or the youth's parents. A White youth has origins in any of the original peoples of Europe, the Middle East, or North Africa.

                  "Yes" means this racial category applies for this youth.

Data Type   F2.0

NYTD Element   #10

Value	Value Label
0	No
1	Yes
77	Blank

RaceUnkn

Variable Label Race - Unknown

Definition   "Yes" means the race, or at least one race of the youth is unknown, or the youth and/or parent is not able to communicate the youth's race.

Data Type   F2.0

NYTD Element #11

Value	Value Label
0	No
1	Yes
77	Blank

RaceDcln

Variable Label Race - Declined

Definition "Yes" means the youth or parent has declined to identify a race.

Data Type F2.0

NYTD Element #12

Value	Value Label
0	No
1	Yes
77	Blank

HisOrgin

Variable Label Hispanic Or Latino Ethnicity

Definition In general, a youth's ethnicity is determined by the youth or the youth's parents. A youth is of Hispanic or Latino ethnicity if the youth is a person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race.

Data Type F2.0

NYTD Element #13

Value	Value Label
0	No
1	Yes
2	Declined
3	Unknown
77	Blank

FCStatSv

Variable Label Foster Care Status - Services

Definition The youth receiving services is or was in foster care during the reporting period if the youth is or was in the placement and care responsibility of the State title IV–B/IV–E agency in accordance with the definition of foster care in 45 CFR 1355.20.

Data Type F2.0

NYTD Element #14

Value	Value Label
1	Yes, received services & was in FC
0	No, received services, but was not in FC
77	Blank. Did not receive services

LclFIPSsv

Variable Label Local Agency County FIPS Code

Definition The local agency is the county or equivalent jurisdictional unit that has primary responsibility for placement and care of a youth who is in foster care consistent with the definition in 45 CFR 1355.20, or that has primary responsibility for providing services to a youth who is not in foster care. Indicate the five-digit Federal Information Processing Standard FIPS codes that corresponds to the identity of the county or equivalent unit jurisdictions that meets these criteria during the reporting period. If a youth who is not in foster care is provided services by a centralized unit only, rather than a county agency, indicate ''centralized unit.''

Data Type A5

NYTD Element #15

Value	Value Label
77	Blank
99999	Centralized unit

TribeSv

Variable Label Enrolled in a Federally-Recognized Tribe

Definition The youth is enrolled in or eligible for membership in a federally recognized tribe. The term ''federally recognized tribe'' means any Indian tribe, band, nation, or other organized group or community of Indians, including any Alaska Native village or regional or village corporation, as defined in or established pursuant to the Alaska Native Claims Settlement Act (43 U.S.C 1601 et seq.) that is recognized as eligible for the special programs and services provided by the United States to Indians because of their status as Indians pursuant to the Indian Self- Determination and Educational Assistance Act (25 U.S.C. 450 et seq.).

"Yes" means the youth is enrolled in a federally-recognized tribe.

Data Type F2.0

NYTD Element #16

Value	Value Label
0	No
1	Yes
77	Blank

DelinqntSv

Variable Label Adjudicated Delinquent

Definition Adjudicated delinquent means that a State or Federal court of competent jurisdiction has ever adjudicated the youth as a delinquent.

Data Type F2.0

NYTD Element #17

Value	Value Label
0	No
1	Yes
77	Blank

EdLevlSv

Variable Label Educational Level

Definition The highest educational level completed by the youth. For example, for a youth currently in 11th grade, ''10th grade'' is the highest educational level completed.

Data Type F2.0

NYTD Element #18

Value	Value Label
0	Less than 6th grade
6	6th grade
7	7th grade
8	8th grade
9	9th grade
10	10th grade
11	11th grade
12	12th grade
13	Post secondary
14	College
77	Blank

SpecEdSv

Variable Label Services: Special Education

Definition The term ''special education,'' means specifically designed instruction, at no cost to parents, to meet the unique needs of a child with a disability.

Data Type F2.0

NYTD Element #19

Value	Value Label
0	No
1	Yes
77	Blank

ILNAsv

Variable Label Services: Independent Living Needs Assessment

Definition An independent living needs assessment is a systematic procedure to identify a youth's basic skills, emotional and social capabilities, strengths, and needs to match the youth with appropriate independent living services. An independent living needs assessment may address knowledge of basic living skills, job readiness, money management abilities, decision-making skills, goal setting, task completion, and transitional living needs. "Yes" means the youth received an independent living needs assessment that was paid for or provided by the State agency during the reporting period.

Data Type F2.0

NYTD Element #20

Value	Value Label
0	No
1	Yes
77	Blank

AcSuppSv

Variable Label Services: Academic Support

Definition   Academic supports are services designed to help a youth complete high school or obtain a General Equivalency Degree (GED). Such services include the following:

- Academic counseling;
- preparation for a GED, including assistance in applying for or studying for a GED exam;
- tutoring;
- help with homework;
- study skills training;
- literacy training; and
- help accessing educational resources.

Academic support does not include a youth's general attendance in high school.

"Yes" means the youth received academic supports **during the reporting period** that were **paid for or provided by the State** agency.

Data Type   F2.0

NYTD Element #21

Value	Value Label
0	No
1	Yes
77	Blank

PSEdSuppSv

Variable Label Services: Post-Secondary Educational Support

Definition Post-secondary educational support are services designed to help a youth enter or complete a post-secondary education and include the following:

- Classes for test preparation, such as the Scholastic Aptitude Test (SAT);
- counseling about college;
- information about financial aid and scholarships;
- help completing college or loan applications; or
- tutoring while in college.

"Yes" means the youth received post-secondary educational support **during the reporting period** that was **paid for or provided by the State agency**.

Data Type F2.0

NYTD Element #22

Value	Value Label
0	No
1	Yes
77	Blank

CareerSv

Variable Label Services: Career Preparation

Definition Career preparation services focus on developing a youth's ability to find, apply for, and retain appropriate employment.

Career preparation includes the following types of instruction and support services:

- Vocational and career assessment, including career exploration and planning, guidance in setting and assessing vocational and career interests and skills, and help in matching interests and abilities with vocational goals;
- job seeking and job placement support, including identifying potential employers, writing resumes, completing job applications, developing interview skills, job shadowing, receiving job referrals, using career resource libraries, understanding employee benefits coverage, and securing work permits;
- retention support, including job coaching;
- learning how to work with employers and other employees;
- understanding workplace values such as timeliness and appearance;
- understanding authority and customer relationships.

"Yes" means the youth received career preparation services during the reporting period that was paid for or provided by the State agency.

Data Type F2.0

NYTD Element #23

Value	Value Label
0	No
1	Yes
77	Blank

EmplyTrSv

Variable Label Services: Employment Programs Or Vocational

Definition Employment programs and vocational training are designed to build a youth's skills for a specific trade, vocation, or career through classes or on-site training. Employment programs include a youth's participation in an apprenticeship, internship, or summer employment program and do not include summer or after-school jobs secured by the youth alone. Vocational training includes a youth's participation in vocational or trade programs and the receipt of training in occupational classes for such skills as cosmetology, auto mechanics, building trades, nursing, computer science, and other current or emerging employment sectors.

"Yes" means the youth attended an employment program or received vocational training during the reporting period that was paid for or provided by the State agency.

Data Type F2.0

NYTD Element #24

Value	Value Label
0	No
1	Yes
77	Blank

BudgetSv

Variable Label Services: Budget And Financial Management

Definition Budget and financial management assistance includes the following types of training and practice:

- Living within a budget;
- opening and using a checking and savings account;
- balancing a checkbook;
- developing consumer awareness and smart shopping skills;
- accessing information about credit, loans and taxes; and
- filling out tax forms.

"Yes" means the youth received budget and financial management assistance during the reporting period that was paid for or provided by the State agency.

Data Type F2.0

NYTD Element #25

Value	Value Label
0	No
1	Yes
77	Blank

HousEdSv

Variable Label Services: Housing Education And Home

Definition **Housing education** includes assistance or training in locating and maintaining housing, including filling out a rental application and acquiring a lease, handling security deposits and utilities, understanding practices for keeping a healthy and safe home, understanding tenant's rights and responsibilities, and handling landlord complaints.

Home management includes instruction in food preparation, laundry, housekeeping, living cooperatively, meal planning, grocery shopping and basic maintenance and repairs. "Yes" means the youth received housing education or home management training **during the reporting period** that was **paid for or provided by the State agency**.

Data Type F2.0

NYTD Element #26

Value	Value Label
0	No
1	Yes
77	Blank

HlthEdSv

Variable Label Services: Health Education And Risk Prevention

Definition Health education and risk prevention includes providing information about:

- Hygiene, nutrition, fitness and exercise, and first aid;
- medical and dental care benefits, health care resources and insurance, prenatal care and maintaining personal medical records;
- sex education, abstinence education, and HIV prevention, including education and information about sexual development and sexuality, pregnancy prevention and family planning, and sexually transmitted diseases and AIDS;
- substance abuse prevention and intervention, including education and information about the effects and consequences of substance use (alcohol, drugs, tobacco) and substance avoidance and intervention.

Health education and risk prevention *does not include* the youth's actual receipt of direct medical care or substance abuse treatment.

"Yes" means the youth received these services **during the reporting period** that were **paid for or provided by the State agency**.

Data Type F2.0

NYTD Element #27

Value	Value Label
0	No
1	Yes
77	Blank

FamSuppSv

Variable Label Services: Family Support And Healthy Marriage

Definition Family support and healthy marriage education. Such services include education and information about safe and stable families, healthy marriages, spousal communication, parenting, responsible fatherhood, childcare skills, teen parenting, and domestic and family violence prevention.

"Yes" means the youth received these services that were paid for or provided by the State Agency during the reporting period.

Data Type F2.0

NYTD Element #28

Value	Value Label
0	No
1	Yes
77	Blank

MentorSv

Variable Label Services: Mentoring

Definition Mentoring means that the youth has been matched with a screened and trained adult for a one-on-one relationship that involves the two meeting on a regular basis. Mentoring can be short-term, but it may also support the development of a long-term relationship. While youth often are connected to adult role models through school, work, or family, this service category only includes a mentor relationship that has been facilitated, paid for or provided by the State agency or its staff during the reporting period.

Data Type F2.0

NYTD Element #29

Value	Value Label
0	No
1	Yes
77	Blank

SILsv

Variable Label Services: Supervised Independent Living

Definition Supervised independent living means that the youth is living independently under a supervised arrangement that is paid for or provided by the State agency. A youth in supervised independent living is not supervised 24 hours a day by an adult and often is provided with increased responsibilities, such as paying bills, assuming leases, and working with a landlord, while under the supervision of an adult.

"Yes" means the youth received these services that were paid for or provided by the State Agency during the reporting period.

Data Type F2.0

NYTD Element #30

Value	Value Label
0	No
1	Yes
77	Blank

RmBrdFASv

Variable Label Services: Room And Board Financial Assistance

Definition Room and board financial assistance is a payment that is paid for or provided by the State agency for room and board, including rent deposits, utilities, and other household start-up expenses.

“Yes” means the youth received these services that were paid for or provided by the State Agency during the reporting period.

Data Type F2.0

NYTD Element #31

Value	Value Label
0	No
1	Yes
77	Blank

EducFinASv

Variable Label Services: Education Financial Assistance

Definition Education financial assistance is a payment that is paid for or provided by the State agency for education or training, including:

- allowances to purchase textbooks, uniforms, computers, and other educational supplies;
- tuition assistance;
- scholarships;
- payment for educational preparation and support services (i.e., tutoring), and
- payment for GED and other educational tests

This financial assistance also includes vouchers for tuition or vocational education or tuition waiver programs paid for or provided by the State agency.

"Yes" means the youth received education financial assistance **during the reporting period**.

Data Type F2.0

NYTD Element #32

Value	Value Label
0	No
1	Yes
77	Blank

OthrFinaSv

Variable Label Services: Other Financial Assistance

Definition Other financial assistance includes any other payments made or provided by the State agency to help the youth live independently.

"Yes" means the youth received any other financial assistance that was paid for or provided by the State agency during the reporting period.

Data Type F2.0

NYTD Element #33

Value	Value Label
0	No
1	Yes
77	Blank

StFCID

Variable Label Concatenation of St and RecNumbr

Definition The purpose of this variable is to aid in linking files. The StFCID is the combination of the variables "St" (the state 2-character code) and "RecNumbr", the encrypted child's AFCARS identifier. This same variable can be found (or constructed) in the NYTD Outcomes File, the AFCARS Foster Care File, and the NCANDS Child File.

Data Type A14

NYTD Element Derived

Race

Variable Label Race re-coded to one variable

Definition This variable is derived from the five race variables (AmIAKN. Asian, BldAfrAm, HawaiiPI, and White). If just one of those variables is marked as "Yes", then this variable has the value of that race. If more than one race is positive, then this variable's value is "More than one race". Hispanic ethnicity is ignored in this variable, as it is not a "race".

Data Type F2.0

NYTD Element Derived

Value	Value Label
1	White
2	Black / African-American
3	Am Ind / AK Native
4	Asian
5	Pac Islander
6	More Than 1 Race
99	Race Unknown

RaceEthn

Variable Label Race/ethnicity re-coded to one variable

Definition This variable is derived from the five race variables (AmIAKN. Asian, BldAfrAm, HawaiiPI, and White), along with the variable "HisOrgin", which denotes Hispanic ethnicity. The variable has a value of one of the 6 race categories only if the person is not of Hispanic ethnicity.

Data Type F2.0

NYTD Element Derived

Value	Value Label
1	Non-Hispanic White
2	NH Black / African-American
3	NH Am Ind / AK Native
4	Non-Hispanic Asian
5	NH Pac Islander
6	NH More Than 1 Race
7	Hispanic Ethnicity
99	Race Unknown

AgeMP

Variable Label   Age at the mid-point of the 6-month period

Definition   Age at the mid-point of the 6-month period denoted by the variable "RepDate"

Data Type   F2.0

NYTD Element   Derived

Value	Value Label
22	Older than 21