TABLE 1 Exception Report Number	Report Description	LDSS Action Needed	Total Month Ending June 2014	Total Month Ending June 2015	Percent Improvement
1	Details of clients with an active Out-of-Home Program Assignment but No active placement or living arrangement as of end of month	Call Center will generate a work order and will keep local department informed of status and resolution	N/A	N/A	N/A
2	Details of clients with an active Out of Home removal episode but No active program assignment of Out-of-Home as of end of month	Call Center will generate a work order and will keep local department informed of status and resolution	N/A	N/A	N/A
3	Details of Clients with a Living Arrangement start date but without Living Arrangement name as of the end of the month	Review case and make corrections in MD CHESSIE- Enter the correct Living Arrangement name and full address of a non-paid provider on the Living Arrangement screen	N/A	N/A	N/A
4	Details of all children with an open Program Assignment of Out-of-Home but No removal in	Call Center will generate a work order and will keep local department informed of status and resolution	N/A	N/A	N/A

TABLE 1 Exception Report Number	Report Description	LDSS Action Needed	Total Month Ending June 2014	Total Month Ending June 2015	Percent Improvement
	MD CHESSIE as of the end of the month				
5	Details of all children with more than one removal episode in MD CHESSIE as of the end of the month	Call Center will generate a work order and will keep local department informed of status and resolution	N/A	N/A	N/A
6	Details of all children with an active Program Assignment of Out-of-Home and an active Placement/Living Arrangement but who are 21 years or older as of the end of the month	Review case and make corrections in MD CHESSIE - End date the Placement or Living Arrangement end date as of the child's 21st. birthday (or sooner if child actually left care sooner); the child(ren) must exit care as of his or her 21st. birthday. Trouble shooting steps: 1. Ensure all validations have occurred. Workers should not select options "No" or "On-hold" from the Validation hyperlink 2. End date Placement by selecting "Permanently Leaving Custody and Care" 3. Ticklers must be resolved 4. If Tickler is assigned to an old worker, no longer there; contact SSA for the creation of a work order	66	44	33%

TABLE 1 Exception Report Number	Report Description	LDSS Action Needed	Total Month Ending June 2014	Total Month Ending June 2015	Percent Improvement
		5. End date the removal 6. Should any warning messages display during this process, contact the MD CHESSIE Help desk at the number on the bottom of the form			
7	Details of children in Out-of-Home with a Living Arrangement of Unknown Whereabouts[1]	Review case and make corrections in MD CHESSIE - End date the Placement or Living Arrangement end date as of the child's 21st. birthday (or sooner if child actually left care sooner); the child(ren) must exit care as of his or her 21st birthday. Trouble shooting steps: 1. Ensure all validations have occurred. Workers should not select options "No" or "On-hold" from the Validation hyperlink 2. End date Placement by selecting "Permanently Leaving Custody and Care" 3. Ticklers must be resolved 4. If Tickler is assigned to an old worker, no longer there; contact SSA for the	421	282	33%

TABLE 1 Exception Report Number	Report Description	LDSS Action Needed	Total Month Ending June 2014	Total Month Ending June 2015	Percent Improvement
		creation of a work order 5. End Date the removal 6. Should any warning messages display during this process, contact the MD CHESSIE Help desk at the number on the bottom of the form			
8	Children who have Placement open and also have a Living Arrangement of Trial Home Visit, Runaway, Hospitalization, Mother's Home, Father's Home, Mother and Father's Home, Father and Stepmother, Mother and Step Father, Relative Home for over thirty days.	Review case with Supervisor or LDSS Leadership - MD CHESSIE corrections may be needed - This data may be correct; if data is correct, review case to determine if Placement structure should continue to be maintained (i.e. if the department should continue to fund this placement). If data is incorrect, create a new placement structure and ensure the provider is eligible for this placement structure; or create a new Living Arrangement. While this situation may not necessarily denote an error or inappropriate placement, this report is provided to the LDSS administration as these cases should be reviewed monthly to ensure proper Placement and funding.	78	29	63%

TABLE 1 Exception Report Number	Report Description	LDSS Action Needed	Total Month Ending June 2014	Total Month Ending June 2015	Percent Improvement
9	Children having No active Placement and a Living Arrangement of Other, Trial Visit Home, Mother/Father/Paramour, Relative Home, or Runaway great than 6 months Children who have Placement open and also have a Living Arrangement of Trial Home Visit, Runaway, Hospitalization, Mother's Home, Father's Home, Mother and Father's Home, Father and Stepmother, Mother and Step Father, Relative Home for over thirty days.	Review case with Supervisor or LDSS Leadership - MD CHESSIE corrections may be needed - This data may be correct; if data is correct, review case to determine if the LDSS should request a court end date of the Out-of-Home removal. If data is incorrect create a Placement structure/Living Arrangement correction in MD CHESSIE. While this situation may not necessarily denote a data error or inappropriate Placement, this report is provided to the LDSS administration as these cases should be reviewed monthly to ensure proper placement and legal status.	118	106	10%