



Michigan Supreme Court

State Court Administrative Office
Michigan Hall of Justice
P.O. Box 30048
Lansing, Michigan 48909
Phone (517) 373-0128

Chad Schmucker
State Court Administrator

MEMORANDUM

DATE: October 25, 2012

TO: Circuit and Probate Court Judges
cc: Circuit and Probate Court Administrators
Family Division Administrators
Probate and Juvenile Registers
Circuit Court Clerks
Case Management System Providers

FROM: Chad Schmucker

RE: Permanency Indicators Report (PIR) – Implementation Assistance

As you know, the State Court Administrative Office (SCAO) is implementing the Permanency Indicators Report (PIR) which was designed to capture hearing and trial data regarding children who have been removed from their homes. To assist courts in preparing for this new reporting requirement, SCAO is offering an informational webcast, has developed sample output reports for case management systems, and will confirm programming accuracy for each case management system provider.

Informational Webcast: A webcast will be offered to courts and their case management system providers on Tuesday, December 11, 2012, at 11:30 a.m. During the webcast, SCAO will provide an overview of the new PIR, including its purpose, reporting requirements, and reporting methods. The webcast will also be archived so you can view it at a later date. The attached program announcement provides instructions for registering. If you have questions about the webcast, please contact Maribeth Preston of Child Welfare Services at 517-373-8995 or prestonm@courts.mi.gov.

Output Reports: To assist trial court staff in managing child protective cases and scheduling events, SCAO recommends that the case management system providers make available certain output reports or views of the case information. Some sample output reports are described in the attached file.

October 25, 2012

Page 2

Programming Accuracy: To ensure that every court will be capable of accurately reporting permanency information, SCAO requests the following information from each case management system that maintains child protective case data. SCAO will review the information and determine if it meets SCAO reporting requirements. You will receive the results of this review from your provider.

- A. Describe the data fields, data codes, definitions, and calculations used to determine the time periods for each report, including removal dates, the various events and hearing dates, and the reasons for delay. Clearly describe how actual occurrences will be used to determine this data.
- B. Provide copies or examples of output reports showing compliance with the reporting specification. Describe how often these reports can be generated by the case management system.

Please submit this information to Amy Garoushi of Trial Court Services by December 31, 2012. If you have questions about this request, please contact Ms. Garoushi at 517-373-4864 or garoushia@courts.mi.gov.

Attachment