

# National Adult Maltreatment Reporting System



## NAMRS Key Indicators Component Data Specifications

**June 28, 2016**

THE PAPERWORK REDUCTION ACT OF 1995 (Pub. L. 104-13)

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## **I. Key Indicators Component Data Specifications**

The Key Indicators Component includes aggregated (summary) counts of key statistics related to an investigation, clients, and perpetrators. The Key Indicators Component data are entered directly on to an online form in NAMRS. This component is designed to collect data that are most commonly computed by states on an annual basis. The reporting period is the Federal Fiscal Year (FFY), October 1<sup>st</sup> – September 30<sup>th</sup>. States may need to re-compute these statistics for the reporting period, which may be different from the standard reporting period used by the state. The Key Indicators Component is submitted only by those states that cannot submit the Case Component.

The Key Indicators Component collects duplicated counts of clients or perpetrators. If a client is involved in multiple investigations, the client is counted multiple times.

The data domains in the Key Indicators Component include the following:

- investigations—number closed or completed
- clients—number that received an investigation, that received interagency coordination, and by case closure reason
- victims—clients found to be victims by one or more maltreatments, by demographics, disabilities, behavioral conditions, maltreatment type, and outcomes
- perpetrators—by demographics, kinship relationship, association to victim, and legal remedy recommendations

Some data elements have a tiered structure of code values. In such cases the specifications show the tiered structure by indenting the optional, more specific code values.

States can submit additional explanatory information on each item.

Additional information on terms used in NAMRS is available in the NAMRS Code Values and Definitions document.

A web-based form that contains fields for all the data points in the Key Component will be available on the NAMRS Website, as of October 1, 2016. The user can fill out the form, save the data, and return later to work on it as needed. The data are validated when the form is saved. The validation rules are listed in the second section of this document. If there are any errors, the user will be prompted to fix the errors. The NAMRS Technical Assistance Team is available if assistance is needed.

**Table 1–Investigations**

Element No.	Element Name	Element Description/ Categories	Required	Field Entry Format	Instructions
<b>Investigations closed</b>					Investigation could have been received in previous reporting period, but must have been closed during current reporting period. Closed investigations include those completed and resulted in a finding (e.g., substantiated, unsubstantiated). Closed investigations also include those where the investigation was not completed due to reasons such as client refused services. Do not include investigation closed due to administrative reasons such as opened in error.
K 1	Investigations closed	Number of investigations closed during the reporting period.	Yes	Numeric - 10 integers	
K 1.1	Comment	Provide additional information on the number of investigations closed during the reporting period.	No	Text - 5,000 characters	

**Table 2–Clients**

Element No.	Element Name	Element Description/ Categories	Required	Field Entry Format	Instructions
<b>Clients who received investigations</b>					Count each client in each investigation. If a client was the subject of two investigations, count twice.
K 2	Clients who received an investigation	Number of clients involved in an investigation that was closed or completed during the reporting period.	Yes	Numeric - 10 integers	
K 2.1	Comment	Provide additional information on how number of clients was determined.	No	Text - 5,000 characters	
<b>Clients who received interagency coordination</b>					Count each client once for each investigation in which he/she received one or more interagency coordination activities. Examples of agencies include: law enforcement or prosecutorial offices, protection and advocacy or Client Advocacy Program (CAP), state licensing agency, State Medicaid Fraud Control Unit (MFCU), and Long Term Care Ombudsman Program.
K 3	Clients who received interagency coordination	Number of clients referred to an agency in which an interagency coordination was part of the investigation.	No	Numeric - 10 integers	
K 3.1	Comment	Provide additional information on how number of clients who received interagency coordination was determined.	No	Text - 5,000 characters	

Element No.	Element Name	Element Description/ Categories	Required	Field Entry Format	Instructions
<b>Clients by case closure reason</b>					<p>This includes the number of clients by case closure reason whose case was closed for a specific reason.</p> <p>A client is counted for each case closure. There can only be one primary case closure reason per client per case.</p>
K 4.1		Investigation completed	No	Numeric - 10 integers	
K 4.2		Investigation completed and protective services case completed	No	Numeric - 10 integers	
K 4.3		Investigation unable to be completed (non-specific)	No	Numeric - 10 integers	
K 4.3.1		Investigation unable to be completed due to death of client during investigation	No	Numeric - 10 integers	
K 4.3.2		Investigation unable to be completed due to refusal of client	No	Numeric - 10 integers	
K 4.4		Protective services case opened but not completed (non-specific)	No	Numeric - 10 integers	
K 4.4.1		Protective services case closed due to death of client	No	Numeric - 10 integers	
K 4.4.2		Protective services case closed due to client decision to not continue	No	Numeric - 10 integers	
K 4.5		Other	No	Numeric - 10 integers	
K 4.6		Unknown	No	Numeric - 10 integers	
K 4.7	Comment	Provide additional information on how number of clients by case closure reason was determined.	No	Text - 5,000 characters	

**Table 3–Victims**

Element No.	Element Name	Element Description/ Categories	Required	Field Entry Format	Instructions
<b>Clients found to be victims</b>					<p>A victim is counted once for each investigation in which a maltreatment was substantiated, no matter how many maltreatments were substantiated.</p>
K 5	Clients found to be victims	Number of victims in which at least one maltreatment disposition was substantiated per investigation.	Yes	Numeric - 10 integers	
K 5.1	Comment	Provide additional information on how number of victims was determined.	No	Text - 5,000 characters	
<b>Victims by Age</b>					<p>The victim age is computed by subtracting the person's date of birth from the investigation start date. An estimated age can be used.</p> <p>The victim's age is counted once per each investigation in which the client was found to be a victim.</p> <p>Age could differ between investigations.</p>
K 6.1		18-29 years	No	Numeric - 10 integers	
K 6.2		30-39 years	No	Numeric - 10 integers	
K 6.3		40-49 years	No	Numeric - 10 integers	
K 6.4		50-59 years	No	Numeric - 10 integers	
K 6.5		60-69 years	No	Numeric - 10 integers	
K 6.6		70-74 years	No	Numeric - 10 integers	
K 6.7		75-84 years	No	Numeric - 10 integers	
K 6.8		85 and older	No	Numeric - 10 integers	
K 6.9		Unknown	No	Numeric - 10 integers	
K 6.10	Comment	Provide additional information on how age was computed.	No	Text - 5,000 characters	

Element No.	Element Name	Element Description/ Categories	Required	Field Entry Format	Instructions
<b>Victims by race</b>					A multiracial victim is counted for each race identified. For example, the victim is Asian and White, the victim should be counted in both race categories. If specific races cannot be identified for the multiracial victim, the victim is counted in "Other" category.
K 7.1		American Indian or Alaska Native	No	Numeric - 10 integers	
K 7.2		Asian	No	Numeric - 10 integers	
K 7.3		Black or African American	No	Numeric - 10 integers	
K 7.4		Native Hawaiian or Other Pacific Islander	No	Numeric - 10 integers	
K 7.5		White	No	Numeric - 10 integers	
K 7.6		Other	No	Numeric - 10 integers	
K 7.7		Unknown	No	Numeric - 10 integers	
K 7.8	Comment	Provide additional information on how number of victims by race was determined.	No	Text - 5,000 characters	
<b>Victims by ethnicity</b>					Count each victim once per investigation.
K 8.1		Hispanic, Latino/a, or Spanish	No	Numeric - 10 integers	
K 8.2		Not Hispanic, Latino/a, or Spanish	No	Numeric - 10 integers	
K 8.3		Unknown	No	Numeric - 10 integers	
K 8.4	Comment	Provide additional information on how number of victims by ethnicity was determined.	No	Text - 5,000 characters	
<b>Victims by gender identity</b>					Count each victim once per investigation.
K 9.1		Male	No	Numeric - 10 integers	
K 9.2		Female	No	Numeric - 10 integers	
K 9.3		Transgender	No	Numeric - 10 integers	
K 9.4		Unknown	No	Numeric - 10 integers	
K 9.5	Comment	Provide additional information on how number of victims by gender was determined.	No	Text - 5,000 characters	
<b>Victims receiving benefits</b>					A victim is counted once per investigation in which he/she received one or more benefits.
K 10	Victims who received one or more benefits	Number of victims who received one or more benefits.	No	Numeric - 10 integers	
K 10.1	Comment	Provide additional information on how number of victims by receipt of benefits was determined.	No	Text - 5,000 characters	
<b>Victims with disabilities</b>					A victim is counted once per investigation in which he/she was identified as having one or more disabilities.
K 11	Victims with one or more disabilities	Number of victims with one or more disabilities.	No	Numeric - 10 integers	
K 11.1	Comment	Provide additional information on how number of victims with one or more disabilities was determined.	No	Text - 5,000 characters	
<b>Victims with behavioral conditions</b>					A victim is counted once per investigation in which he/she was screened as having one or more behavioral conditions.
K 12	Victims with one or more screened or diagnosed behavioral conditions	Number of victims with one or more screened or diagnosed behavioral conditions.	No	Numeric - 10 integers	
K 12.1	Comment	Provide additional information on how number of victims with a behavioral condition was determined.	No	Text - 5,000 characters	

Element No.	Element Name	Element Description/ Categories	Required	Field Entry Format	Instructions
<b>Victims by maltreatment type</b>					<p>A victim is counted each time he/she was substantiated as a victim of a specific maltreatment type.</p> <p>If a person was found to be a victim of neglect in two investigations, the count for neglect would be two for that victim.</p>
K 13.1		Abandonment	No	Numeric - 10 integers	
K 13.2		Emotional abuse	No	Numeric - 10 integers	
K 13.3		Exploitation (non-specific)	No	Numeric - 10 integers	
K 13.3.1		Financial exploitation	No	Numeric - 10 integers	
K 13.3.2		Other exploitation	No	Numeric - 10 integers	
K 13.4		Neglect	No	Numeric - 10 integers	
K 13.5		Physical abuse	No	Numeric - 10 integers	
K 13.6		Sexual abuse	No	Numeric - 10 integers	
K 13.7		Suspicious death	No	Numeric - 10 integers	
K 13.8		Self-neglect	No	Numeric - 10 integers	
K13.9		Other	No	Numeric - 10 integers	
K 13.10		Unknown	No	Numeric - 10 integers	
K 13.11	Comment	Provide additional information on how number of victims by maltreatment type was determined.	No	Text - 5,000 characters	
<b>Victims with guardian or conservator</b>					<p>A victim is counted once per investigation in which he/she was screened as having one or more guardians or conservators.</p>
K 14	Victims with guardian or conservator at start of investigation	Number of victims with guardian or conservator at start of investigation.	No	Numeric - 10 integers	
K 14.1	Comment	Provide additional information on how number of victims by one or more guardians or conservators was determined.	No	Text - 5,000 characters	
<b>Victims who received or were referred for services</b>					<p>A victim is counted once per investigation in which he/she received or was referred for one or more services.</p> <p>If a client received multiple services and also was referred for multiple services in one investigation, he/she is counted only once.</p>
K 15	Victims who received services or were referred for services by APS	Number of victims who received services or were referred for services by APS.	No	Numeric - 10 integers	
K 15.1	Comment	Provide additional information on how number of victims by services was determined.	No	Text - 5,000 characters	

**Table 4—Perpetrators**

Element No.	Element Name	Element Description/ Categories	Required	Field Entry Format	Instructions
<b>Perpetrators by age</b>					<p>The perpetrator age is computed by subtracting the person's date of birth from the investigation start date. An estimated age can be used.</p> <p>Count each perpetrator once per client per investigation.</p> <p>If a person was the perpetrator of two clients in one investigation, the person is counted twice.</p>
K 16.1		17 and younger	No	Numeric - 10 integers	
K 16.2		18-29 years	No	Numeric - 10 integers	
K 16.3		30-39 years	No	Numeric - 10 integers	
K 16.4		40-49 years	No	Numeric - 10 integers	
K 16.5		50-59 years	No	Numeric - 10 integers	
K 16.6		60-69 years	No	Numeric - 10 integers	
K 16.7		70-74 years	No	Numeric - 10 integers	
K 16.8		75-84 years	No	Numeric - 10 integers	
K 16.9		85 and older	No	Numeric - 10 integers	
K 16.10		Unknown	No	Numeric - 10 integers	
K 16.11	Comment	Provide additional information on how number of perpetrators by age was determined.	No	Text - 5,000 characters	
<b>Perpetrators by gender identity</b>					<p>Count each perpetrator once per investigation.</p>
K 17.1		Male	No	Numeric - 10 integers	
K 17.2		Female	No	Numeric - 10 integers	
K 17.3		Transgender	No	Numeric - 10 integers	
K 17.4		Unknown	No	Numeric - 10 integers	
K 17.5	Comment	Provide additional information on how number of perpetrators by gender was determined.	No	Text - 5,000 characters	
<b>Perpetrators with kinship relationship</b>					<p>Count each perpetrator once per client per investigation.</p> <p>If a person was the perpetrator of two clients in one investigation and is related to one victim and not the second, the perpetrator is counted only once.</p>
K 18	Perpetrators who had a kinship relationship to the victim	Number of perpetrators related to the victim by affinity (blood, adoption, marriage, etc.)	No	Numeric - 10 integers	
K 18.1	Comment	Provide additional information on how number of perpetrators by kinship relationship was determined.	No	Text - 5,000 characters	
<b>Perpetrators with association to victim</b>					<p>Count each perpetrator once per client per investigation.</p> <p>If a person was the perpetrator of two clients in one investigation and has one or more caregiving relationships to one victim and not the second, the perpetrator is counted only once.</p>
K 19	Perpetrators who had one or more associations to victim	Number of perpetrators with one or more caregiving relationships to the victim.	No	Numeric - 10 integers	
K 19.1	Comment	Provide additional information on how number of perpetrators by association to the victim was determined.	No	Text - 5,000 characters	
<b>Perpetrators with legal remedy recommendations</b>					<p>Count each perpetrator once per client per investigation.</p> <p>If a person was the perpetrator of two clients in one investigation and had one or more legal remedies recommended or sought related to one victim and none with the second, the perpetrator is counted only once.</p>
K 20	Perpetrators for whom one or more legal remedies on behalf of the victim were recommended or sought	Number of perpetrators for whom at least one legal remedy was recommended or sought.	No	Numeric - 10 integers	
K 20.1	Comment	Provide additional information on how number of perpetrators by legal remedy was determined.	No	Text - 5,000 characters	

## II. Key Indicators Component Data Validation

The Key Indicators Component data are entered directly on to an online form in NAMRS. The data are validated when the form is saved. If the data are not required, the fields may remain empty and the rules does not apply.

Error messages are displayed if the following rules are violated:

1. Client who received an investigation *must be greater than or equal to* ( $=>$ ) Investigation closed
2. Clients who received interagency coordination *must be less than or equal to* ( $<=$ ) Clients who received an investigation
3. Clients by case closure reason (total) *must be equal to* ( $=$ ) Clients who received an investigation
4. Clients found to be victims *must be less than or equal to* ( $<=$ ) Clients who received an investigation
5. Victims by age (total) *must be equal to* ( $=$ ) Clients found to be victims
6. Victims by race (total) *must be greater than or equal to* ( $=>$ ) Clients found to be victims
7. Victims by ethnicity (total) *must be equal to* ( $=$ ) Clients found to be victims
8. Victims by gender identity (total) *must be equal to* ( $=$ ) Clients found to be victims
9. Victims who received one or more benefits (total) *must be less than or equal to* ( $<=$ ) Clients found to be victims
10. Victims with one or more disabilities (total) *must be less than or equal to* ( $<=$ ) Clients found to be victims
11. Victims with one or more screened behavioral conditions (total) *must be less than or equal to* ( $<=$ ) Clients found to be victims
12. Victims by maltreatment type (total) *must be greater than or equal to* ( $=>$ ) Clients found to be victims
13. Victims with guardian or conservator at start of investigation *must be less than or equal to* ( $<=$ ) Clients found to be victims
14. Victims who received services or were referred for services by aps *must be less than or equal to* ( $<=$ ) Clients found to be victims