



**State of Florida  
Department of Children and Families**

**Rick Scott**  
Governor

**Rebecca Kapusta**  
Interim Secretary

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**DATE:** December 28, 2018

**TO:** Regional Managing Directors  
Sheriff's Offices Conducting Child Protective Investigations  
Community-Based Care Lead Agency CEOs  
Florida Abuse Hotline Chiefs of Operations and Program Development

**THROUGH:** Jessica Sims, Chief of Staff

**FROM:** JoShonda Guerrier, Assistant Secretary for Child Welfare 

**SUBJECT:** Get Ready for FSFN Enhancements – Title IV-E Extended Foster Care and Extension of the Maintenance Adoption Subsidy

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**PURPOSE:** The purpose of this memorandum is to provide a status on the Florida Safe Families Network (FSFN) enhancements scheduled to be implemented on January 4, 2019 so final preparations can be made locally to "Get Ready" for the changes.

**BACKGROUND:** As a part of Florida's Path Forward program, the state sought additional funding streams to leverage Title IV-E funds to supplement general state revenue. During the 2018 legislative session, the legislature approved the creation of a federally funded Title IV-E Extended Foster Care program (EFC). The Extension of the Maintenance Adoption Subsidy (EMAS) is a requirement of the Extended Foster Care program. Although the current EFC Program incorporates several components that model the requirements in the federal Fostering Connections Act, moving to a federally-funded program requires policy changes and FSFN enhancements to support these changes.

**High Level Overview of Title IV-E Extended Foster Care Program Changes:**

In addition to making critical revisions that will ensure Florida maximizes the Title IV-E federal funding reimbursement available to eligible young adults in the program, there are many big changes for local teams running the program and youth that are in the program including:

- The implementation of the new supervised living arrangement assessment and the shared living plan.
- The implementation of a universal Extended Foster Care agreement that will capture the youth's consent to participate in the program during the 90-day transition prior to the child's 18th birthday.
- The enhancement and renaming of the application to an Extended Foster Care Voluntary Placement Agreement.

These revisions were critical to ensuring that Florida maximizes the Title IV-E federal funding reimbursement available to eligible young adults in the program. Eligibility staff will

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continue to maintain Title IV-E Eligibility for young adults that remain in foster care after their 18th birthday and will start processing Title IV-E Eligibility for young adults that opt out and back into the program.

**High Level Overview of Extension of the Maintenance Adoption Subsidy:**

The Extension of Maintenance Adoption Subsidy (EMAS) allows for additional support to young adults whose parents entered into an initial adoption assistance agreement at age 16 or 17 and elected to participate in the EMAS program until the age of 21.

In preparation for the enhancements to “go-live” on January 4, 2019, there is a continuous effort to assess and achieve people readiness, system readiness, and the implementation of a support plan. The following is a status on our readiness assessment:

**PEOPLE READINESS: On Target!** – All Regions report that staff plans are underway to finalize readiness activities prior to go-live.

**SYSTEM READINESS: Complete!** – FSFN User Acceptance Testing is complete.

**SUPPORT READINESS: Complete!** – Policy Updates are complete and FSFN System Documentation updates are in progress.

A project website has been setup on the Center for Child Welfare’s website to house all project related policy, training, FAQ, and FSFN documentation.

[http://centerforchildwelfare.fmhi.usf.edu/IL\\_EFC.shtml](http://centerforchildwelfare.fmhi.usf.edu/IL_EFC.shtml)

The following policies have been updated to align with Title IV-E Extended Foster Care and Extension of Maintenance Adoption Subsidy:

- CFOP 170-17, Services for Transitioning Youth and Young Adults, [Chapter 3 Extended Foster Care](#) and [Chapter 7, Extended Federally Funded Foster Care](#)
- CFOP 170-15, Federal and State Funding Eligibility; [Chapter 6, Extended Foster Care](#) and [Chapter 7, Extension of Maintenance Adoption Subsidy](#)
- CFOP 170-12, Adoptions; [Chapter 2, Extension of Maintenance Adoption Subsidy Adoptions 65C-16 F.A.C.](#)

The following FSFN Implementation policy guidance has been issued for Extended Foster Care documentation and Extension of Maintenance Adoption Subsidy documentation:

- [FSFN Implementation: Extended Foster Care \(12/10/18\)](#)
- [FSFN Implementation: Extension of Maintenance Adoption Subsidy Program \(12/17/2018\)](#)
- [FSFN Payment Reference Guide \(Updated 12/14/18\)](#)

**Post-Deployment Support Readiness: On Target!** – Extended Foster Care and Extension of Maintenance Adoption Subsidy post-deployment support will include daily calls for the two weeks following deployment to evaluate and respond to any issues. The support team will include members from the Office of Child Welfare Policy and Practice team, Office

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of Information Technology Services team, IBM team, Regional Points of Contact, and Community-Based Care Lead Agency (CBC) Points of Contact.

**TRAINING INFORMATION:** Three Regional trainings have been completed in Miami, Orlando, and Gainesville.

**ACTION REQUESTED:** It is time to **Get Ready** for the Title IV-E Extended Foster Care and Extension of the Maintenance Adoption Subsidy enhancements to go-live on January 4, 2019. Please continue to execute all readiness plans to ensure our workforce is ready for the upcoming FSFN changes.

**CONTACT INFORMATION:** If you have questions about the new Title IV-E Extended Foster Care program, please contact Brandie McCabe, Statewide Independent Living Specialist, at [Brandie.McCabe@myflfamilies.com](mailto:Brandie.McCabe@myflfamilies.com). If you have questions about the new Title IV-E Extension of Maintenance Adoption Subsidy Program, please contact Valerie Proctor, Adoption Policy & Program Specialist, at [Valerie.Proctor@myflfamilies.com](mailto:Valerie.Proctor@myflfamilies.com). If you have questions about Title IV-E Eligibility, please contact Jennifer Perez, Statewide Revenue Maximization Specialist, at [Jennifer.Perez1@myflfamilies.com](mailto:Jennifer.Perez1@myflfamilies.com). If you have FSFN questions, please contact [Alicia.Dyer@myflfamilies.com](mailto:Alicia.Dyer@myflfamilies.com). If you have any questions regarding local readiness efforts, please contact your regional champion below.

**Regional Champions:**

Northwest Region – Regina Pleas – [Regina.Pleas@myflfamilies.com](mailto:Regina.Pleas@myflfamilies.com)

Northeast Region – Rick Terry – [Rick.Terry@myflfamilies.com](mailto:Rick.Terry@myflfamilies.com)

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cc: Regional Family and Community Services Directors  
Center for Child Welfare