



State of Florida
Department of Children and Families

Ron DeSantis
Governor

Shevaun L. Harris
Secretary

DATE: February 18, 2022

TO: Regional Managing Directors
Sheriff Offices Conducting Child Protective Investigations
Community-Based Care Lead Agency CEOs

THROUGH: Taylor Hatch, Deputy Secretary

FROM: Jessica Tharpe, Assistant Secretary for Child Welfare
Sharron Washington, Assistant Secretary for Operations

SUBJECT: Fingerprint Kits for Children in Out-of-Home Care

PURPOSE: To provide notification on a pending revision to the requirement for obtaining fingerprint kits for children in out-of-home care.

BACKGROUND: Rule 65C-30.004, Florida Administrative Code (F.A.C.), Identification of Children, requires child welfare professionals to obtain fingerprint kits for all children in out-of-home care. Fingerprint kits are required for all children 3 years of age or older, and footprints for those children under 3 years of age. Copies of these fingerprints are utilized to identify missing children. Each record is required to be maintained in the child's file.

A revision to 65C-30.004, F.A.C., has been submitted that will change the requirement such that fingerprint kits will only be required for those children in out-of-home care who are recovered from a missing child episode. Obtaining a copy of the child's fingerprints will be required at initial recovery. The child's fingerprint kit shall be maintained in their file. Child welfare professionals are no longer required to obtain fingerprints for all children in out-of-home care; only those who meet the new criteria.

ACTION REQUIRED: Please share this memorandum with child protective investigators, sheriff offices that conduct child protective investigations, case management organizations, and subcontracted providers, as appropriate.

CONTACT INFORMATION: If you have any questions or need clarification regarding this memorandum, please do not hesitate to contact Jessica Johnson, Statewide Out-of-Home Care Specialist, at Jessica.Johnson@myflfamilies.com or Vanessa Snoddy, Policy and Practice Manager for Case Management & Well-Being, at Vanessa.Snoddy@myflfamilies.com.

cc: Regional Family and Community Services Directors
Children's Legal Services
Center for Child Welfare

2415 North Monroe Street, Suite 400, Tallahassee, Florida 32303-4190

Mission: Work in Partnership with Local Communities to Protect the Vulnerable, Promote Strong and Economically Self-Sufficient Families, and Advance Personal and Family Recovery and Resiliency