



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

Rick Scott
Governor

Mike Carroll
Secretary

DATE: February 20, 2017

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: David L. Fairbanks, Deputy Secretary *DFB for 2/14/17*

FROM: JoShonda Guerrier, Assistant Secretary for Child Welfare *JS*
Vicki Abrams, Assistant Secretary for Operations *VA*

SUBJECT: Get Ready for FSFN Enhancements – Strengthening Child Safety through Technology

PURPOSE: The purpose of this memorandum is to update all stakeholders on the status of the Florida Safe Families Network (FSFN) enhancements to Intake, Investigation, and Case Management, scheduled to be implemented on March 17, 2017. These changes will significantly enhance Case Management functionality and require the completion of training prior to the launch of the enhancements. Training for the Hotline and CPI enhancements will be offered via webinar.

BACKGROUND: This is the third and fourth release of enhancements for the "Strengthening Child Safety through Technology" project being implemented during the 2016-17 state fiscal year. Design sessions are complete and User Acceptance Testing begins on February 20, 2017 and is slated to conclude on March 10, 2017.

The functionality enhancements included in this release are:

- Identification of a Household name on all tools to allow for easier identification of the assessment and support the focus of the assessment on a single household
- FFA Ongoing and Progress templates updated to provide complete information
- Safety Planning and Analysis updated to provide consistent assessment of in-home safety plan appropriateness, conditions for return and safety plan sufficiency
- Streamlined domain functionality to support documentation of current domain information only
- Safety Plan updates to support Survivor Safety plans and Safety Plans for each household
- Restructured Rilya Wilson assessment process to reduce documentation requirements

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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

- Added the ability to identify the Case Manager for each Case Plan to ensure accuracy of the information on the printed Case Plan
- Updated Case Plan and Judicial Review worksheet to support refreshing with the most current information
- Updated labels to accurately align with the practice model
- NEW Children Receiving Services Real-Time Listing
 - Immediate access to active children for Case Managers and Supervisors
 - Rapid identification of children, mothers and fathers needing a home visit
 - Efficient management of key milestones such as assessments, court hearings, medical visits, dental appointments and permanency goals
 - Sorting capability to manage workloads and immediate links to maintain information within FSFN
- Investigation Maltreatment Alignment
 - Updated maltreatments to align with current Maltreatment Index, including:
 - Substance Exposed Newborn
 - Household Violence Threatens Child
 - Intimate Partner Violence Threatens Child
 - Failure to Thrive/Malnutrition/Dehydration
 - Hotline systems updated to streamline the intake creation
- User Efficiencies
 - Improved organization of assessment information on each person's record, including full print capability to allow for an efficient review of historical evaluations
 - Added display information to enable efficient identification of assessments from search and the desktop
 - New Case Plan Tasks summary to allow for the view and printing of tasks for an individual to assist Case Managers and parents.

ACTION REQUIRED: Please advise all FSFN users of these changes. Case Management training is required prior to March 17, 2017. Hotline and CPI training will be offered via webinar.

CONTACT INFORMATION: If you have any questions, please contact Alissa Cross, Safety Manager, Office of Child Welfare, at (850) 717-4653 or via email at Alissa.Cross@MyFLFamilies.com.

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