



State of Florida  
Department of Children and Families

Ron DeSantis  
Governor

Chad Poppell  
Secretary

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**DATE:** November 13, 2020

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

**THROUGH:** Patricia Babcock, Deputy Secretary *Patricia Babcock*

**FROM:** Patricia Medlock, Assistant Secretary for Child Welfare *Pat Medlock*  
Robert Anderson, Assistant Secretary for Operations *Robert H. Anderson*

**SUBJECT:** CFOP 170-15, Chapter 10, Title IV-E Candidacy for In-Home Supervision Cases

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**PURPOSE:** The purpose of this memorandum is to provide notification of an additional chapter within CFOP 170-15, Federal and State Funding Eligibility, has been added; Chapter 10, Title IV-E Candidacy for In-Home Supervision Cases provides requirements and guidance on Title IV-E Federal claiming for in-home supervision cases.

**BACKGROUND:** In continued efforts of Florida's Path Forward Initiative, a new chapter within CFOP 170-15 Federal and State Funding has been created. CFOP 170-15, Chapter 10 outlines requirements for Title IV-E Funding for in-home supervision cases. The Title IV-E Candidacy Program is for children who are at serious or imminent risk of the removal from their home and attempts are being made to prevent removal through the implementation of services. The following five criteria must be met for Title IV-E claiming for in-home supervision cases:

- Child(ren) must be unsafe
- Must have an active safety plan that is less than 180 days old
- The safety plan must include actions that prevent removal
- The safety plan must include language that the alternative plan is foster/out-of-home care
- There must be an active living arrangement documented in FSFN

**ACTION REQUIRED:** Please share this memorandum with all child protective investigators, sheriff offices conducting child protective investigations, community-based care lead agencies, case management providers, and all revenue maximization/eligibility staff.

**CONTACT INFORMATION:** If you have any questions regarding these procedures, please contact Brooke Bass, CPI Practice & Policy Manager, at [Brooke.Bass@myflfamilies.com](mailto:Brooke.Bass@myflfamilies.com) or (850) 717-4643.

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

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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