



State of Florida
Department of Children and Families

Ron DeSantis
Governor

Chad Poppell
Secretary

DATE: May 29, 2020

TO: Regional Managing Directors
Sheriff's 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*
Taylor Hatch, Assistant Secretary for Economic Self-Sufficiency *Taylor Hatch*
Robert Anderson, Assistant Secretary for Operations *Robert H. Anderson*

SUBJECT: FSFN Enhancements deployed on May 20, 2020

PURPOSE: The purpose of this memorandum is to inform child welfare stakeholders of enhancements that were deployed within Florida Safe Families Network (FSFN) on May 20, 2020.

BACKGROUND: In September 2019, the Medicaid temporary absence policy was clarified to include a child removed from the custody of their parents by the child welfare system if reunification was the child's primary permanency goal. The temporary absence period ends when the primary permanency goal is changed to anything other than reunification. Since this implementation, Child in Care workers have been manually monitoring permanency goal changes documented within FSFN until this process could be automated. With this release, the notification will be automated with FSFN triggering notification to the ACCESS system once the primary court approved permanency goal is changed to anything other than reunification.

In addition to the automation of this notification, additional enhancements were made to other functionality within FSFN to:

- Increase the accuracy and quality of Title IV-E Eligibility and TANF eligibility determinations;
- Reduce the TANF completion requirements for Child Protective Investigators by removing the requirement to complete a TANF determination on Special Conditions Referrals and Institutional Investigations;
- Improve the Provider and Licensing modules to streamline the checklist functionality, provide enhanced data collection, and begin updating the modules for FFPSA implementation; and
- Update the Home Study search capability to allow for full statewide searches for approved Adoption Home Studies.

For a more detailed overview of all enhancements in this release please see the attached "FSFN Enhancements- May" document.

1317 Winewood Boulevard, Tallahassee, Florida 32399-0700

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

In preparation for these enhancements, there was a continuous effort to assess and achieve people readiness, system readiness, and support plan readiness. The following is a status on our readiness assessment:

PEOPLE READINESS: Ready! – Remote training sessions will be held to target specific stakeholders supported by the following April and May FSFN functional enhancements including:

- Licensing,
- Guardianship Assistance Program,
- Eligibility, TANF, and OCA assignment,
- Adoption, and
- Eligibility Data Clean-up.

The training announcement and invitations were distributed through the Regional Champions. Training will occur the week of June 8th, permitting users to have immediate access to the enhanced functionality.

SYSTEM READINESS: Ready! – The FSFN enhancements have been designed, developed, and tested.

SUPPORT PLAN READINESS: Ready! – 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, Office of Information Technology Services, and IBM teams.

ACTION REQUESTED: Please share all communication received regarding this release to ensure our workforce is aware of the FSFN changes.

The following specific messages should be relayed to the identified stakeholders:

- Notify Child Protective Investigators that TANF requirements are changing on Investigations:
 - o Institutional Investigations no longer require the completion of a TANF.
 - o TANF functionality for 'In-home' and 'Other' Investigations has been updated to allow the completion of a TANF on every victim within each investigation.
- Notify applicable CBC workers and Child Protective Investigators that Special Conditions referrals no longer require the completion of a TANF eligibility determination.
- Notify Region Licensing Specialists that new data fields are now required upon the issuance of each new license to identify the population served (community, dependency, or a combination).

CONTACT INFORMATION: If you have questions about the enhancements please contact the following Subject Matter Experts:

Guardianship Assistance Program - Teanna.Houston@myffamilies.com
Foster Home Licensing - Teanna.Houston@myffamilies.com

MEMO: FSFN Enhancements – May Release
May 29, 2020
Page 3

Eligibility and Medicaid - Jennifer.Perez@myflfamilies.com
CLS - Jonathan.Growick@myflfamilies.com
Finance - Marci.Kirkland@myflfamilies.com
Group Homes - Tanisha.Lee@myflfamilies.com
Child Protective Investigations - Letitia.McClellan@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
Northeast Region – Ambrosia Kistler – Ambrosia.Kistler@myflfamilies.com
Central Region – Stephanie Weis – Stephanie.Weis@myflfamilies.com
Suncoast Region – Kyle Teague – Kyle.Teague@myflfamilies.com
Southeast Region – Tausha Schreiber Tausha.Schreiber@myflfamilies.com
Southern Region – Olga Hurst – Olga.Hurst@myflfamilies.com

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

Attachment: 'FSFN Enhancements- May'

FSFN Enhancements

Title IV-E Eligibility Refinements

- Improved logic to accurately include Alien parent (Q7) and exclude Minor parent (Q8)
- Accurately disregard Obligated Monies and display this disregard on the eligibility worksheet
- Enhanced system documentation to clearly communicate the underlying system calculation process
- Added continued legal actions to the Legal Select pop-up to establish the AFDC applies date.

TANF Upgrades

- System will accurately determine residence as of the effective date of the TANF
- TANF page will refresh after the Assets & Employment page is accessed to immediately show updates to the income calculations
- Remove requirement to create TANF for:
 - Special Conditions Referrals
 - Institutional Investigations
- Enable the ability to select children on the TANF for all 'in home' and 'other' investigations

Provider & Licensing Improvements

- Enhanced display to easily identify licenses issued as an initial license or through re-licensure
- Improved data quality by eliminating the ability to select Non-DCF license and a Level I-V type
- Added the ability to identify the Attestation Model process was used to approve the provider for licensure
- Significantly improved Licensing/Relicensing Checklist including:
 - Ongoing maintenance of checklist items
 - Removal of 'due date' column
 - Increased character limits for checklist item comments from 100 to 250 characters
- Added ability to document how provider plans to utilize their license capacity for dependency and community children
- Added ability to document an Organization Provider are 'Campus Style'
- Removed Short Term Safe House and Safe House as Facility types on an Organization Provider
- Populate Provider ID on the License template and remove the License Number

Court Documentation Enhancements

Enabled ability to access denied permanency goal data from within the Service Management Universe

Adoption

- Enhance Unified Home Study searching to enable statewide searching for approved adoptive families
- Update AAA Reason Agreement Terminated to read 'Adding Legal Parent'
- Update the 'Addendum – Non Adoption' UHS type to 'Addendum'

Finalize Temporary Absence Automation

Automatically notify the ACCESS system when the primary permanency goal changes to end the child's temporary absence from the parent's home. This will automatically trigger the re-evaluation of the parent's Medicaid eligibility.

Coming – May 20, 2020