



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

Ron DeSantis
Governor

Chad Poppell
Secretary

DATE: August 31, 2020

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

THROUGH: Patricia Babcock, Deputy Secretary *Patricia Babcock*

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

SUBJECT: Updates to rules 65C-30.006, F.A.C., Case Planning, and 65C-30.008, F.A.C.,
Child Welfare Professional Responsibilities to Parents

PURPOSE: To provide notification that updates to Florida Administrative Code (F.A.C.) were promulgated regarding case plans completed by child welfare professionals. The changes were promulgated on December 22, 2019, to align with the implementation of Chapter 2019-128, Laws of Florida (Senate Bill 262). In reviewing the follow-up activities, it does not appear that notification was sent to the field on these rule changes; we are working to revise internal processes to ensure staff are informed of changes in a timelier manner.

BACKGROUND: The Department of Children and Families has existing policy that outlines the requirements and process for case plan completion and requirements for child welfare professionals, parents and caregivers. Sections 39.0136 and 39.402, Florida Statutes, require additional responsibilities for the child welfare professional, parents, and caregivers. Child welfare professionals and parents must work together to ensure permanency is achieved as soon as possible for every child through timely performance of their responsibilities.

An update to rule 65C-30.006, F.A.C., was promulgated to reflect the collaboration that needs to occur between all parties to assist with permanency being achieved timely and can be viewed in its entirety at <https://www.flrules.org/gateway/ruleNo.asp?id=65C-30.006>.

An update to rule 65C-30.008, F.A.C., was promulgated to identify the responsibilities of the child welfare professional and the parents. The Child Welfare professional will develop the case plan in consultation with the family and the child and ensure the parents have their contact information when they have been assigned the case. The parent will notify all parties and the court of barriers to completing case plan task and maintain contact and provided updated contact information to the child welfare professional. The updated rule can be viewed in its entirety at <https://www.flrules.org/gateway/ruleNo.asp?id=65C-30.008>.

ACTION REQUIRED: Please share this memorandum with all child protective investigators, sheriff offices conducting child protective investigations, community-based care lead agencies, case managers, and all relevant staff and subcontracted providers.

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

MEMO: Updates to rules 65C-30.006, F.A.C., Case Planning, and 65C-30.008, F.A.C., Child Welfare Professional Responsibilities to Parents
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CONTACT INFORMATION: If you have any questions or require additional information, please contact Monique McCaskill, In-Home Care Specialist, at (850) 717-4710, or via email at Monique.McCaskill@myflfamilies.com.

cc: Grainne O'Sullivan, Statewide Director, Children's Legal Services
Regional Family and Community Services Directors
Center for Child Welfare