



Florida Department of Children and Families Child Protection Transformation Project

Substance Abuse and Mental Health Documentation

WHAT'S CHANGING

- ENHANCED** **Substance Abuse Mental Health Documentation**
A Substance Abuse Mental Health note type will be available.
- ENHANCED** **Documentation of a Parent's Progress**
Substance Abuse Professionals can document the parent's progress on each FSFN note entry. The following progress indicators are available:
 - EXCELLENT
 - ADEQUATE
 - NOT ADEQUATE
 - NO PROGRESS
- ENHANCED** **Automated 'Closing the Loop' Notification**
If 'Not Adequate' or 'No Progress' is identified on the case note, the FSFN system will send an automated e-mail alert to the Primary Worker assigned to the case alerting them of the need for follow-up action.
- ENHANCED** **Upload Capability**
FSFN will allow multiple documents or images to be associated with each Case Note. Substance Abuse Professionals are able to attach assessments, referrals, progress reports, progress notes and more directly to the FSFN Case Note.

TIME LINE

Beginning July 7th:

- Substance Abuse professionals utilize FSFN to document activities on all Child welfare referrals.
- Progress for each client is documented, at minimum, every 30 days.**

Progress Indicators

- **Excellent:** Parent is demonstrating actions that are evidence of significant progress toward achieving changes in behavior and/or one or more protective capacities. Parent is demonstrating considerable commitment of time and energy.
- **Adequate:** Parent is demonstrating actions that are evidence of beginning progress toward achieving changes in behavior and/or one or more protective capacities. Parent is demonstrating acceptable level of commitment of time and energy.
- **Not Adequate:** Parent is demonstrating minimal actions that do not reflect a sufficient commitment of time or energy to achieve the necessary changes in behavior and/or one or more protective capacities. OR Parent is ready and willing to participate in treatment or ameliorative services but progress is not being made based on one of the following: Service availability accessibility is not of sufficient intensity.
- **No Progress:** Parent is demonstrating behaviors that are a significant indication that the parent has not made any commitment of time or energy to achieve the necessary changes in behavior and/or one or more protective capacities; has dropped out or is no longer attending treatment or ameliorative services; or has been discharged from treatment due to noncompliance.

