



State of Florida
Department of Children and Families

Ron DeSantis
Governor

Shevaun L. Harris
Secretary

DATE: April 1, 2021

TO: Regional Managing Directors
Sheriff Offices Conducting Child Protective Investigations
Community-Based Care Lead Agency CEOs
Florida Abuse Hotline Chiefs of Operations and Program Development

THROUGH: Patricia Babcock, Deputy Secretary *Patricia Babcock*

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

SUBJECT: 'GO' for FSFN Enhancements – April 2021 Release

PURPOSE: The purpose of this memorandum is to inform child welfare stakeholders of Florida Safe Families Network (FSFN) enhancements approved for implementation on April 2, 2021. The FSFN system will be unavailable from 10:00 pm to 11:00 pm to deploy these enhancements.

BACKGROUND: The Department is preparing our system for the implementation of policy and practice changes to support implementation of the Family First Prevention Services Act (FFPSA). As the policy and practice changes are defined, FSFN is being modified to align with the business processes. The FSFN team recently completed development on the next round of quarterly enhancements including FFPSA related changes and other child welfare priorities.

FSFN enhancements include:

- New data collection for pregnant and parenting youth,
- Provider Licensing Timeframe reports to manage the timeframe from orientation to licensure,
- Automated Title IV-E Redetermination based on Provider compliance with background screening safety requirements,
- Enhanced support for required processes for Child Protective Investigation notifications and notifications for upcoming Judicial Reviews,
- Case Management template corrections,
- Additional support for recommending placement in Group Home settings,
- Expanded Case Note functionality,
- Streamlined Unified Home Study completion, and
- Children's Legal Services enhancements.

For a more detailed overview of all enhancements in April's release, please see the attached "FSFN Enhancements-April" document.

2415 North Monroe Street, Suite 400, Tallahassee, Florida 32303-4190

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

To approve the deployment of FSFN enhancements on April 2, 2021, the team continuously evaluated people readiness, system readiness, and support plan readiness.

PEOPLE READINESS: Ready! – A hybrid training approach will be used to educate child welfare professionals about these FSFN changes. The hybrid approach includes:

- Infographic as a job aid for Child Protective Investigators and Case Managers to provide an overview of the following:
 - New Child Protective Investigation closure edits requiring data entry of LE, SAO, and CPT notifications
 - New automated messages to remind Case Managers to submit JRSSR and Progress Updates to CLS in advance of Judicial Review hearings
- Pre-recording or Live Webinar to be delivered by April 20, 2021.
 - Streamlined Unified Home Study Completion (30 minutes)
 - Provider Licensing Timeframe Reports (1 hour)
 - Title IV-E Redetermination for Provider Compliance (30 minutes)
- Incorporating the following updates into training already planned for late April:
 - New Data Collection for Pregnant and Parenting Youth
 - Additional Support for Group Home Settings
 - Expanded Case Note Functionality
 - Case Management Template Corrections

Infographic and video recordings will be available at the following site:

http://www.centerforchildwelfare.org/FSFN-FPSA_Enhancements.shtml

SYSTEM READINESS: Ready! – User acceptance testing was conducted from March 8-19, 2021. Thank you to the CBC and Region staff that supported this testing effort.

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: Notify all users and stakeholders of this planned FSFN enhancement release.

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

Child Protective Investigations - Letitia.McClellan@myflfamilies.com

Children's Legal Services - Jonathan.Growick@myflfamilies.com

Foster Home Licensing – Teanna.Houston@myflfamilies.com

Group Home Licensing – Yanin.Schaffer@myflfamilies.com

Case Management - Jessica.Johnson@myflfamilies.com &

Monique.McCaskill@myflfamilies.com

Title IV-E Eligibility – Jennifer.Perez1@myflfamilies.com

If you have any questions regarding local readiness efforts, please contact your regional champion below.

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Regional Champions:

Northwest Region – Regina Pleas – Regina.Pleas@myffamilies.com

Northeast Region – Kathryn Williams – Kathryn.Williams@myffamilies.com

Central Region – Stephanie Weis – Stephanie.Weis@myffamilies.com

Suncoast Region – Kyle Teague – Kyle.Teague@myffamilies.com

Southeast Region – Tausha Schreiber – Tausha.Schreiber@myffamilies.com

Southern Region – Olga Hurst – Olga.Hurst@myffamilies.com

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

Attachments:

'FSFN Enhancements- April'

'Q3FSFN Enhancements for CPI and CM'