



State of Florida
Department of Children and Families

Rick Scott
Governor

Mike Carroll
Interim Secretary

DATE: July 7, 2014

TO: Regional Managing Directors
Community-Based Care Lead Agency CEOs

FROM: Pete Digre, Deputy Secretary
Janice Thomas, Assistant Secretary for Child Welfare

SUBJECT: Final Policies for "Assess and Respond to Risk" and "Family Support Services for High and Very High Risk Families"

PURPOSE: The purpose of the memorandum is to provide further policy guidance regarding completion of the Risk Assessment by Child Protection Investigators and policy regarding utilization of the initial family risk level to prioritize referrals and affirmative outreach for Family Support Services.

BACKGROUND: New functionality in FSN, available on June 22, 2014, requires completion of the "Risk Assessment Tool" by investigators prior to closure of a Safety Methodology in-home investigation created as of that same date. These two policies were developed to guide utilization of a family risk level in conjunction with a safety determination for follow up investigative actions as well as CBC-Lead Agency responses. The Department has worked in conjunction with Casey Family Programs, the Children's Research Center, Action for Child Protection and the Florida Coalition for Children to develop the attached policies.

Detailed information as to preparation activities, including training guidance, was provided in the June 20, 2014 memo, "FSN Combined Q3 and Q4 Enhancement Release" located at:
<http://centerforchildwelfare.fmhi.usf.edu/HorizontalTab/DCFPolicyMemo.shtml>

ACTION REQUIRED: Please disseminate this memorandum and the attachments to all child welfare staff, Community-Based Care Lead Agencies, Children's Legal Services, and Sheriff's offices conducting child protective investigations.

CONTACT INFORMATION: Policy questions and requests for assistance may be sent to the following email address: Safety_Methodology@dcf.state.fl.us

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