



State of Florida  
Department of Children and Families

Ron DeSantis  
Governor

Chad Poppell  
Secretary

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**DATE:** June 26, 2020

**TO:** Regional Managing Directors  
Sheriff's 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 *Patricia Medlock*  
Robert Anderson, Assistant Secretary for Operations *Robert H. Anderson*

**SUBJECT:** 'Go' for FSFN Enhancements coming on June 26, 2020

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**PURPOSE:** The purpose of this memorandum is to inform child welfare stakeholders of enhancements that will be deployed within the Florida Safe Families Network (FSFN) on June 26<sup>th</sup> to support preparing our user community for the changes being introduced. This deployment will begin at 10pm and will take approximately one hour. During this time, FSFN will be offline.

**BACKGROUND:** Our agency is focused on introducing efficiencies throughout the business process. Child Protective Investigation and Case Management Efficiency workgroups identified efficiencies that can be realized through enhanced technology. The FSFN and Child Welfare Modernization projects are moving forward to introduce these efficiencies. In addition, we remain focused on improving the accuracy of eligibility determinations.

FSFN enhancements will be deployed on the evening of June 26<sup>th</sup> to support these objectives. The enhancements include:

- 1) Efficiencies to the Family Functioning Assessment-Ongoing and Progress Updates.
- 2) Modify the Imaging/File Cabinet pages to display records uploaded through the new CPI Module.
- 3) Modify the Child investigation closure process to ensure a TANF is completed on each victim and check for the address of alleged perp at closure – instead of initial save.
- 4) Refine eligibility logic to improve the accuracy of eligibility determinations for Title IV-E and TANF.

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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

- 5) Add additional years to the Invoice batch release page to allow the CBCs to continue to process payments in the new FY.

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

**ACTION REQUESTED:** Share this memo and the attached summary with all FSFN users to ensure our workforce is aware and prepared for the upcoming FSFN changes.

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

Eligibility - [Jennifer.Perez1@myflfamilies.com](mailto:Jennifer.Perez1@myflfamilies.com)

Finance - [Marci.Kirkland@myflfamilies.com](mailto:Marci.Kirkland@myflfamilies.com)

Child Protective Investigations - [Letitia.McClellan@myflfamilies.com](mailto:Letitia.McClellan@myflfamilies.com)

Case Management - [Jessica.Johnson@myflfamilies.com](mailto:Jessica.Johnson@myflfamilies.com)

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

Attachment: '*FSFN Enhancements – June*'

# FSFN Enhancements

## Eligibility & Finance Changes

- Case TANF eligibility records created with an 'Effective from' date on the date a child is discharged from an Out of Home Placement will enable all participants to accurately evaluate eligibility.
- Title IV-E foster care eligibility will not require employment to be within 1 year of AFDC date when evaluating Question 6B and the Eligibility Worksheet will also display the quarters worked from loop #1, if quarters are not met in any loop.
- Additional years added to the Invoice Batch release page.

## Child Investigation Updates

- Closure process updated to validate each Victim is assessed for TANF eligibility.
- Selection of 'Address of Alleged Perpetrator' requirement moved from initial save to closure process.
- Imaging pages updated to display files uploaded through the Child Protective Investigations module, built on the Dynamics platform.

## Family Functioning Assessment – Ongoing and Progress Update Efficiencies

- Child Functioning, Adult Functioning, and Parenting assessment box increased in size to allow more of the narrative to be viewable on the screen.
- The most recent Child Functioning, Adult Functioning, and Parenting assessment will display immediately above the narrative entry field to allow for immediate review of the last assessment completed for this domain.
- FFA-Ongoing will prefill the In-Home Safety Analysis and Planning group box from the FFA-Investigation, FFA-Ongoing, or Progress Update used to initiate the assessment.

How does the child function on a daily basis?

[Starnell, Andrew \(3718464\)](#)

[Medical/Mental Health](#)

[Education](#)

DOB: 04/12/2008; Age: 12

Current School: Florida State University School



FFA-Ongoing ID: [3603921](#)

Approval Date: 05/28/2017

### Prior Child Functioning Assessment

Andrew has not had an opportunity to visit with his father since his removal from the home. He has stabilized in his new school and adjusted to the transition into care without incident. He is interacting positively with the children in the neighborhood. He is thriving.

Coming – June 26, 2020