



State of Florida
Department of Children and Families

Charlie Crist
Governor

George H. Sheldon
Secretary

DATE: February 19, 2010

TO: Regional Directors

THROUGH: ^{Patricia Goodland for} Pete Digre, Assistant Secretary for Operations
David L. Fairbanks, Assistant Secretary for Programs

A handwritten signature in black ink, appearing to read 'David L. Fairbanks'.

FROM: Alan Abramowitz, State Director, Office of Family Safety

A handwritten signature in black ink, appearing to read 'Alan Abramowitz'.

SUBJECT: FSFN Report - Adoption Subsidy Children Nearing 18

ACTION REQUIRED: Use to prevent overpayments to children over age 18

DUE DATE: Upon receipt of memo

PURPOSE: The purpose of this memorandum is to inform you about the availability of a report in Florida Safe Families Network (FSFN) listing children receiving an adoption subsidy prior to their 18th birthday. This report will help you avoid making adoption subsidy overpayments by keeping track of children turning 18.

BACKGROUND: Prior to FSFN, there was a report based in the Integrated Child Welfare Services Information System (ICWSIS) which listed children turning 18 at the date of the report. This report was used to avoid making overpayments for these children. A report for much the same purpose is now in FSFN ad hoc reports.

ACTION REQUIRED: Please disseminate this information to the CBC CEOs and revenue maximization supervisors upon receipt. This report will assist with identifying persons prior to their 18th birthdays so appropriate action may be taken to avoid making adoption assistance payments after a child has turned 18 years of age.

The report is titled "Adoption Subsidy Children Nearing Age 18." Data is refreshed every night and it is an "as of" report, meaning as soon as the user clicks on the title, it will show the data as of the night before. It is located within the FSFN reports section/Public Folders/Ad Hoc Shared Folder/Ad Hoc Services. Please see the screen shot below:

1317 Winewood Boulevard, Tallahassee, Florida 32399-0700

Mission: Protect the Vulnerable, Promote Strong and Economically Self-Sufficient Families, and Advance Personal and Family Recovery and Resiliency

Home	Title	Last Run
My Folders	Adoption Subsidy Children Nearing Age 18 History Modify Properties	Never run
Public Folders	Birthday Batch Changes History Modify Properties	Never run
Ad Hoc Agency Sch	Children by Services Received History Modify Properties Provides the summary of services received by children.	Never run
Ad Hoc District Sch	Children Deactivated by Legal Status History Modify Properties Provides detailed information regarding children deactivated, reason for deactiv	Never run
Ad Hoc Shared Fol	Children Entering and Exiting OHC in 12 Months History Modify Properties Provides summary of children entering and exiting out-of-home care in 12 mor	Never run
Ad Hoc Adult In	Count of Service Category of ADOPTION History Modify Properties	Never run
Ad Hoc CARS	Service Type Setup	Never run
Ad Hoc Childre		
Ad Hoc Eligibili		
Ad Hoc Financi		
Ad Hoc ICWSIE		
Ad Hoc Intakes		
Ad Hoc Investig		
Ad Hoc Medica		
Ad Hoc Misc		
Ad Hoc Provide		
Ad Hoc Service		

CONTACT INFORMATION: If you have any questions, please contact Tiffany Lynn at tiffany_lynn@dcf.state.fl.us or 850-414-1840.

cc: CBC CEO's
 Circuit Administrators