



State of Florida  
Department of Children and Families

Charlie Crist  
Governor

George H. Sheldon  
Secretary

**DATE:** November 12, 2010

**TO:** Regional Directors

**THROUGH:** Peter Digre, <sup>Peter Badland for</sup> Assistant Secretary for Operations  
David L. Fairbanks, Assistant Secretary for Programs

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

**SUBJECT:** Subsidized Child Care Eligibility for Diversion Programs

**ACTION REQUESTED:** Provide a List of Diversion Programs, by Region,  
and Identify Region Contact for Newly Identified Diversion Programs

**DUE DATE:** November 30, 2010

**PURPOSE:** This memo outlines a proposed solution to ensure that families coming to the attention of child protection staff have access to subsidized child care slots for at-risk children. It also addresses the concerns presented by the Agency for Workforce Innovation (AWI) about the increase in diversion program referrals to the Early Learning Coalitions. The proposed solution requires gathering diversion program information from the regions and circuits that the Department will give to AWI.

**BACKGROUND:** Typically, child protective investigators refer to diversion programs for service delivery and follow-up when it is determined that abuse/neglect is not present but services are necessary to strengthen the family.

AWI is the agency responsible for working with Early Learning Coalitions to implement and ensure compliance with the subsidized child care program requirements and eligible populations. The program is for children from birth to the start of kindergarten currently served by the Family Safety program.

Early Learning Coalitions are dealing with an increase in subsidized child care referrals for clients of diversion programs. In order to ensure the provision of child care services for eligible children, AWI requests that the Department provide a list of diversion programs, including the names of the agencies offering such programs and their contact information. AWI and the Early Learning Coalitions will only honor referrals from identified agencies (on the list we provide to AWI) as meeting the requirements under Section 411.01(6), F.S. The Early Learning Coalitions will accept subsidized child care service referrals only from these identified agencies.

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

In instances where the child protective investigator has determined that a referral to a diversion program is in the family's best interest, CPI or diversion program staff is responsible for making the initial subsidized child care referral.

If the protective investigator is not referring the family to a diversion program or for case management services, a referral for subsidized child care services can only be made during the course of an open investigation. Referrals must be submitted during the time an investigation is open in order for the Early Learning Coalition to review and approve them. **Note:** Child care referrals made during the course of an investigation are in 60-day increments, not to exceed a total referral period of six (6) months. Diversion program staff is responsible for the completion and timely submission of all re-determination forms to recertify the family for ongoing subsidized child care services.

As a reminder, if the family is receiving in-home or out-of-home care services, it is the responsibility of the assigned case manager to complete and submit all re-determination forms to the Early Learning Coalition to ensure continued eligibility.

**ACTION REQUESTED:** Please provide a list of diversion programs (name, address, phone number, contact person, and email address) in your region and circuits, and a designated regional contact responsible for maintaining an accurate and up-to-date list of diversion programs. The list of diversion programs and designated region contact should be provided to Grendy Henry by November 30, 2010.

**CONTACT INFORMATION:** If further information is needed, please contact Grendy Henry, In-Home and Out-of-Home Care Specialist, at (850) 413-8712 or [grendy\\_henry@dcf.state.fl.us](mailto:grendy_henry@dcf.state.fl.us).