



Florida Department of  
Children & Families

**State of Florida**  
**Department of Children and Families**

**Charlie Crist**  
Governor

**Robert A. Butterworth**  
Secretary

---

**DATE:** February 9, 2007

**TO:** Lynn Richard, Jr., Region Administrator  
Lee Johnson, Executive Vice President, Sarasota Family YMCA  
Jeff Rainey, Executive Director, Hillsborough Kids

**THROUGH:** Greg Keller, Assistant Secretary for Operations  
David Fairbanks, Director of Provider Relations

**FROM:** Patricia Badland, Director of Family Safety

**SUBJECT:** Auditor General 2005-2006 Audit Findings for Title IV-E Adoption Assistance and Foster Care Program

---

The Office of the Auditor General has completed its annual audit of the Title IV-E Foster Care and Adoption Assistance program for the state fiscal year ending June 30, 2006. Attached is an electronic copy of the findings that pertains to the Region. For the SunCoast Region, eight cases were determined ineligible for federal financial participation. The specific reasons for ineligibility were: (1) no documentation of a removal court order with the judicial finding that remaining in the home would be contrary to the welfare of the child, (2) no documentation that local, state and national criminal background checks were completed on foster care providers, (3) no documentation verifying that safety requirements were met in regard to the staff and caretakers of child caring agencies, (4) a Title IV-E payment made to an adoptive parent was lower than the amount agreed to in the adoption assistance agreement, and (5) Title IV-E payment was made to an ineligible foster care provider. The costs to be reimbursed to the Title IV-E grant are indicated on the attachment.

Please have the appropriate staff in the Community-Based Care (CBC) lead agency complete the following steps:

- (1) "back out" ineligible Title IV-E payments indicated on the attachment and forward copies of completed prior year adjustment paperwork to:

The Office of Family Safety,  
1317 Winewood Boulevard,  
Building 6, Room 166,  
Tallahassee, Florida 32399;  
Attn: Mukweso Mwenene;

1317 Winewood Boulevard, Tallahassee, Florida 32399-0700

(2) make the appropriate corrections to the case file and in HomeSafenet and ICWSIS to reflect the child's accurate eligibility status;

(3) identify steps that will be taken to ensure that only eligible expenses for eligible children will be charged to the Title IV-E grant;

(4) develop and submit a corrective action plan. The plan must include, at a minimum,

(a) the specific findings outlined above,

(b) corrective actions to be taken to address these findings (that is, how the region and the CBC agencies will ensure that Title IV-E payments are made only when the Department has obtained appropriate removal court orders with the required judicial findings of contrary to the welfare of the child; that required background screenings and affidavits of compliance are completed and documented prior to issuance of the initial license and/or renewal of license; that adoptive parents receive the Title IV-E payments agreed to in the adoption assistance agreement; and that Title IV-E payments are made to eligible providers on behalf of eligible children. Documentation of the court orders, criminal background checks, affidavits of compliance and appropriate payments must be available for audits/reviews),

(c) a contact person responsible for for coordinating, documenting and reporting progress toward fulfilling corrective action plan, and

(d) the anticipated completion date.

To prepare the department's response to the findings and submit it to the Office of the Auditor General within the 30-day statutory deadline, we must receive the corrective action plan and documentation of the prior year adjustment in the Office of Family Safety by **February 19, 2007**. Please feel free to let me know if we can assist you in anyway. If you need additional information or clarification on a specific finding, please contact Mukweso Mwenene via telephone at 850-922-0510 or via electronic mail at [Mukweso\\_Mwenene@dcf.state.fl.us](mailto:Mukweso_Mwenene@dcf.state.fl.us).

Attachment

Auditor General 2005-2006 Audit Findings for Title IV-E Adoption Assistance and Foster  
Care Program

February 9, 2007

Page 3

cc: Steve Holmes, Chief of Staff  
Dana Sweat, Staff Director, Administrative Services  
Tom Rankin, Director, Office of Quality Management  
Johana Hatcher, Director, Quality Assurance  
Maureen Coble, Family Safety Zone Program Administrator  
Sallie Linton, Chief, Federal Reporting  
Elizabeth Wynn, Chief, Adoptions, Licensing and Background Screening  
Danette Slimmer, DCF Contract Manager  
Deborah McGinty, DCF Contract Manager

**Attachment 1: Title IV-E Adoption Subsidy  
Type of Errors Found**

<b>District</b>	<b>Community Base Care Agency</b>	<b>Name</b>	<b>Ineligibility Period/</b>	<b>Type of Error Found</b>	<b>Ineligible Costs</b>
SC	Sarasota Family YMCA	S. Grant	4/1/06 - 6/30/06	Adoptive parents received a Title IV-E payment that was lower than the amount agreed to in the adoption assistance agreement	\$27.00

**Attachment 2: Title IV-E Foster Care Maintenance Payments  
 Type of Errors Found**

District	Community Base Care Agency	Name	Ineligibility Period/	Type of Error Found	Ineligible Costs*
SC	Hillsborough Kids	E. Bridges	1/26/06 - 2/9/06, 2/14/06-2/21/06 3/8/06 - 6/30/06	(1) Title IV-E payment made to an ineligible foster care provider (2) No documentation that FDLE and FBI Background Screenings were completed on foster care providers	\$9,526.00
SC	Hillsborough Kids	K. Cruz	8/3/05 - 6/30/06	No documentation that FDLE and FBI Background Screenings were completed on foster care providers	\$4,271.77
SC	Hillsborough Kids	A. Hines	4/23/05 - 6/5/06	No documentation that FBI Background Screenings were completed on foster care providers	\$5,240.48
SC	Sarasota Family YMCA	R. Buggle	6/13/05 - 10/6/05	No documentation that an Affidavit that all staff in a position of trust have been screened was completed	\$13,060.00
SC	Sarasota Family YMCA	A. Morris	11/23/05 - 6/30/06	No documentation that Local and FBI Background Screenings were completed on foster care providers	\$2,573.25
SC	Sarasota Family YMCA	L. Young	3/5/02 - 6/30/06	No documentation of a removal order with the finding of contrary to the welfare of the child	\$36,636.48
SC	Sarasota Family YMCA	S. Byrd	3/1/06 - 4/28/06	No documentation that Local and FBI Background Screenings were completed on foster care providers	\$870.00