




State of Florida
Department of Children and Families

Rick Scott
Governor

Esther Jacobo
Interim Secretary

DATE: December 30, 2013
TO: Regional Managing Directors
FROM:  Andrea M. Tulloch, Esq., Director of the Office of Child Welfare
SUBJECT: Child Intake County Assignment Practice – Delay in Change

PURPOSE: The purpose of this memorandum is to communicate the continuation of the Hotline's current practice for assigning intakes to the county where the child is currently located, or to the county where the child is a resident when the child is currently out of state.

SCOPE: This policy applies to all Hotline and Child Protective Investigation Staff.

BACKGROUND: Earlier communications regarding implementation of the Safety Methodology have included discussions about changing child intake county assignment practice effective January 1, 2014. This memorandum is to advise all Hotline and Child Protective Investigation staff that the proposed change to child intake county assignment, from where the child is currently located or a resident of to where the alleged maltreatment occurred, is being delayed.

Delaying this policy change will allow for:

1. Development of a statewide process to implement case transfers.
2. Development and testing of dual profiles in FSFN that will allow cases to be worked in both the current and new practice models.
3. Analysis of impact of information collection in the six information domains by Hotline counselors.

ACTION REQUIRED: Please communicate to all child investigative staff that the Hotline will continue the current practice of assigning intakes to the county where the child is currently located. The Office of Child Welfare will coordinate with Operations to update you on the status of this proposed policy change.

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

CONTACT INFORMATION: If you have questions about this information, please contact Kristi Gilmore at Kristi_Gilmore@dcf.state.fl.us or (850) 717-4659.

cc: Pete Digre, Deputy Secretary
Patricia Badland, Director of Operations
James Cheatham, Florida Abuse Hotline Director
Elisa Cramer, Family and Community Services Director
Regional Family and Community Services Directors
Safety Methodology Implementation Regional Champions
Robert Anderson, Adult Protective Services Director
Community-Based Care Lead Agencies
Sheriff's Offices