



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

**Ron DeSantis**  
Governor

**Shevaun L. Harris**  
Secretary

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**DATE:** July 22, 2024

**TO:** Community Directors  
Community Based Care Lead Agency CEOs

**FROM:** Kate Williams, Assistant Secretary for Child and Family Well-Being *K. Williams*

**SUBJECT:** Statewide Adoption Exchange and Photo Listings of Children

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**PURPOSE:** The purpose of this memorandum is to provide guidance regarding the use of photo listings of children available for adoption pursuant to the passage of Chapter 2024-177, Laws of Florida (HB 1083).

**BACKGROUND:** As a Title IV-E state, Florida is required to have an adoption exchange system to assist with the recruitment of families for available children without identified homes. Section 409.167, Florida Statutes (F.S.), established Florida's statewide adoption exchange with a photo listing component.

Effective July 1, 2024, Chapter 2024-177, Laws of Florida, requires that the photo listing component of the statewide adoption exchange not be accessible to the public except to persons who have a completed or are in the process of completing an adoption home study. In addition, children who are 12 years or older may request a specific photo be used for their photo listing and must be consulted on the development of their introductory narrative description to be posted on the exchange.

For purposes of facilitating family-matching between a child and prospective adoptive parents, the Department requests all system partners (CBC Lead Agencies and any of their relevant associated contracted parties) not publish, nor allow any contracted party to publish, a photo listing of a child that is accessible to the public. Any published photo should only be made accessible to persons who have completed or are in the process of completing an adoption home study. All system partners should establish protocols that require a validation of individuals requesting access to photo listings as set forth in s.409.167(4), F.S., prior to granting access to photo listings.

Additionally, all CBC Lead Agencies should ensure that they have a process for validating that children who are twelve (12) years or older were consulted in the selection of a specific photo and the development of their introductory narrative description.

**ACTION REQUIRED:** Please share this memorandum with all staff and system partners who utilize photo listings as a recruitment strategy for children available for adoption.

**CONTACT INFORMATION:** If you have any questions or need clarification regarding this memorandum, please contact Sonya Graham, Adoption Policy & Program Specialist, at [Sonya.Graham@myflfamilies.com](mailto:Sonya.Graham@myflfamilies.com).

cc: Child Protection Directors

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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