



State of Florida  
Department of Children and Families

Ron DeSantis  
Governor

Chad Poppell  
Secretary

**DATE:** February 12, 2021

**TO:** Regional Managing Directors  
Sheriff Offices that Conduct Child Protective Investigations  
Community-Based Care Lead Agency CEOs

**THROUGH:** Patricia Babcock, Deputy Secretary *Patricia Babcock*

**FROM:** Patricia Medlock, Assistant Secretary for Child Welfare *Pat Medlock*  
Robert Anderson, Assistant Secretary for Operations *Robert H. Anderson*

**SUBJECT:** Falsification in the Workplace Training – Required

**PURPOSE:** The purpose of this memorandum is to advise of a new training on Falsification. The training is required for all child welfare professionals.

**BACKGROUND:** The department is pleased to announce that Falsification in the Workplace training is now available. This training is designed to educate employees about ethical conduct, falsification in the workplace, and the impact and consequences to the employee, children, families, and the department. This course analyzes real-life scenarios of employee misconduct and shares ways to prevent falsification in the workplace and provides resources and support to employees. The training should take 90 minutes to complete.

This course includes a Learner Guide designed for learners to analyze and reflect on the course content. Throughout the course, learners will be prompted to record responses to critical thinking questions and scenarios. Supervisors are encouraged to follow-up with employees during their one-on-one supervision to reflect on the course scenarios and ethical dilemmas presented.

**ACTION REQUIRED:** Please share this memorandum with all appropriate staff in the regions to include the child protective investigators, sheriff offices conducting child protective investigations, community-based care lead agencies, and case management organizations. DCF employees must complete via the PeopleFirst LMS; sheriff offices, CBC, and CMO employees must complete via the Center for Child Welfare website (please see attached flyer).

**CONTACT INFORMATION:** If you have questions regarding this training, please contact Filiz Aktan, Training Manager, at [Filiz.Aktan@myflfamilies.com](mailto:Filiz.Aktan@myflfamilies.com) or 850-717-4672.

cc: Regional Family and Community Services Directors  
Center for Child Welfare

Attachments: Falsification in the Workplace Training Flyer

1317 Winewood Boulevard, Tallahassee, Florida 32399-0700

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