



## Status Report – Week Ending 8/09/13

Safety Decision Making Methodology Implementation and SACWIS Compliance	
<b>Executive Sponsor</b>	Esther Jacobo, Interim Secretary Department of Children and Families
<b>Director</b>	Kellie Sweat Darnell

### Performance: (Red/Yellow/Green)

Schedule	Budget	Scope	Risk	Issues
Moderate Risk	On Budget	On Target	Moderate	Yes

### Issues:

Description	Impact	Mitigation Strategy
Safety Decision Making Methodology training will conclude for field staff prior to FSFN deployment of the updated assessment tools.	HIGH	Statewide Implementation Team evaluated this issue and concluded the Methodology implementation and training plans should continue on schedule. A contingency plan will be developed to allow for implementation with Template tools outside of FSFN. This will be a temporary solution until the assessment tools are available in FSFN. The templates have been written and communicated to Regional Champions.

### Schedule / Key Activities:

Safety Decision Making Methodology Implementation	Project Phase	On Track?	Upcoming Key Milestones	Status Comments
Statewide Implementation Team		Yes	8/27– August Statewide Mtg	Planning August statewide meeting that will be conducted at the summit.  <a href="http://apps.dcf.state.fl.us/transformation/index.asp?path=Regional%20Implementation%20Plans">http://apps.dcf.state.fl.us/transformation/index.asp?path=Regional Implementation Plans</a> <a href="http://apps.dcf.state.fl.us/transformation/fsdmm.asp?path=Safety%20Decision%20Making%20Methodology%20Templates">http://apps.dcf.state.fl.us/transformation/fsdmm.asp?path=Safety Decision Making Methodology Templates</a>
Business Practice/Policy Implementation Sub-Team	Design and Publication	65C-28 and 65C-30 are overdue	<del>6/3/13</del> On or before <del>6/30/13</del> 7/15/13 - Notice of proposed rule change posted for 65C-28, 65C-29, 65C-30	The Office of Child Welfare, Operating Procedure Manual (Chapters 1, 2, 3, 4, 5, 6, 7, 8, 9, 11, 12, 17, 18, 19) are published in draft form at: <a href="http://centerforchildwelfare.fmhi.usf.edu/HorizontalTab/DeptOperatingProcedures.shtml">http://centerforchildwelfare.fmhi.usf.edu/HorizontalTab/DeptOperatingProcedures.shtml</a>  65C-29 –The proposed rule for 65C-29, Protective Investigations was advertised in the Florida Administrative Register on 7/12/13. A public hearing will conducted on 8/8/13.  65C-30 – Pending edits  65C-28 – Pending edits  Work stream status changed to yellow. The Child Welfare Practice Manual is available to support all practicing. The current Rules have been evaluated and there are no barriers identified to move forward with the practice, other than the requirement to continue with the current Second Party Review process until the Rule is promulgated.



## Status Report – Week Ending 8/09/13

Safety Decision Making Methodology Implementation	Project Phase	On Track?	Upcoming Key Milestones	Status Comments
<b>Data, Quality Assurance, and Performance Management Sub-team</b>		Yes		This week the National Resource Center for Organizational Improvement facilitated the child welfare QA/CQI quarterly meeting. There were over 40 QA/CQI staff from the regions, sheriffs, and community-based care lead agencies represented. A recurring theme of all participants was that qualitative case reviews are critical to understanding child welfare practice and what quantitative data means. As we continue to transition to the safety decision making methodology, fidelity reviews will be implemented. This information must be used with quantitative data from the scorecard, weekly key indicators, and other reports to make adjustments at the local level.
<b>Training/ Coaching Sub-team</b>	Training	Yes	10/7 – Hotline Safety Decision Making Methodology training ends	<p>eLearning Module 1 “Information Domains and Information Collections”, eLearning Module 2 “Present and Impending Danger, Child Vulnerability and Protective Capacity”, eLearning Module 3 “Critical Thinking in Safety Decision Making” and eLearning Module 4 “Safety Planning” have been completed and posted to the Center for Child Welfare’s website. <a href="http://centerforchildwelfare.fmhi.usf.edu/Training/FSDMM.shtml">http://centerforchildwelfare.fmhi.usf.edu/Training/FSDMM.shtml</a></p> <p>Working closely with IBM to develop the course development, review, and delivery schedule for the ‘FSFN Activation’ Release training elearnings.</p> <p><b>ELearning Module Views as of 8/9/13:</b>            Module 1 246 Page Views, Total of 4,585            Module 2 152 Page Views, Total of 3,556            Module 3 160 Page Views, Total of 2,661            Module 4 138 Page Views, Total of 2,279</p> <p><b>ASD Pre-Service Contract Weekly Update:</b>            --On 5/10/13, ASD delivered the Logic Model.            --On 5/31/13, ASD delivered the Instructional Design Strategy and Plan.            --On 6/5/13, ASD submitted the National Review of Child Welfare Training.            --On 6/28/13, ASD submitted the Curriculum outlines for each position type.</p>



## Status Report – Week Ending 8/09/13

Safety Decision Making Methodology Implementation	Project Phase	On Track?	Upcoming Key Milestones	Status Comments
<b>Communication Sub-team</b>	Execution	<b>Yes</b>		<ul style="list-style-type: none"> <li>We are excited to announce the Safety Decision Making Methodology training is available at the USF Center for Child welfare site at <a href="http://centerforchildwelfare.fmhi.usf.edu/training/supervisorcurriculum.shtml">http://centerforchildwelfare.fmhi.usf.edu/training/supervisorcurriculum.shtml</a> Ms. Tarrin Reed from ACTION for Child Protection conducted this training in Tallahassee in June and we were able to video it. This is a thorough and comprehensive educational tool on the Methodology. Take a look and gain a deeper understanding of what we are implementing.</li> <li>The Child Protection Summit is rapidly approaching. There will be a booth with a plethora of information on the Safety Decision Making Methodology. Information will be available explaining the Methodology as it is relevant to various stakeholders. Be sure to stop by, say hi, get some information and share your stories and questions!</li> <li>Community Stakeholder Brochures are in production. Foster Parents, GALs, Mandatory Reporters, Law Enforcement and Educators are being addressed. If there are other Community Stakeholder Groups that should be targeted please contact <a href="mailto:heather_hamblen@dcf.state.fl.us">heather_hamblen@dcf.state.fl.us</a></li> <li>Myth Busters are in the works - if you have already sent "what the word is on the street" that needs to be corrected, thank you. If you know of misnomers floating around please forward the issue in question to <a href="mailto:heather_hamblen@dcf.state.fl.us">heather_hamblen@dcf.state.fl.us</a></li> </ul>
<b>Field Readiness Sub-team</b>	Implementation	<b>Yes</b>		<p><b>General Update:</b> Each Regional Champion completed and presented their Regional Implementation Plans at the Child Protection Transformation Statewide Meeting on July 11<sup>th</sup> and 12<sup>th</sup>. To view the plans, click here: <a href="http://apps.dcf.state.fl.us/transformation/index.asp?path=Regional%20Implementation%20Plans">http://apps.dcf.state.fl.us/transformation/index.asp?path=Regional Implementation Plans</a>.</p>



## Status Report – Week Ending 8/09/13

Safety Decision Making Methodology Implementation	Project Phase	On Track?	Upcoming Key Milestones	Status Comments
<p><b>Northwest Region</b></p>	<p>Implementation</p>	<p><b>Yes</b></p>		<p>We have added 6 proficient trainers to our training team - Tina Cain, Melia Flores, Chris Lolley, Gary Holloway, Jennifer Wilson and Holly Cummings. As we move into our new safety model it is important to emphasize the integration of some of the training we have been working on for past couple to years. One of such areas is our concentration on cases involving domestic violence. The Mandel model of which we have extensively trained and continued to consult with is aligned with FSDMM. As part of our supervisor consultation, we have forwarded the FSDMM - Dutton McAdams (case example used in the FSDMM training) case to Kristen Selleck who is a trainer with the David Mandel Safe and Together Group and requested that she review the case in conjunction with the safe and together practice. Our plan is to use the Dutton McAdams case at our Subject Matter Expert Quarterly Meeting in November to work with our Safe and Together Subject Matter Expert (a large majority of them are Unit Supervisors) in coaching the safe and together model in the new safety decision making methodology. Kristen has reviewed the case and provided some comments which we will incorporate into the coaching and consultation session. We have engaged Kristen Selleck as our facilitator for our Annual SME Work Shop which will be held in March, 2014 to work with us on consulting the Wine and Chavez Cases which are also part of the Safety Decision Making Methodology training. The integration of the safe and together model and the safety decision making methodology will help our supervisors in consulting and coaching staff in our domestic violence cases.</p> <p>Circuit 1 - We have started two supervisory training classes - one in Escambia County and one in Okaloosa/Walton County. Classes consist of Unit CBC and DCF Supervisors and CLS Attorneys. We also have two Senior CPIs in these classes and a Field Support Consultant. Super Safety Practice Expert, Tina Cain gave a presentation to all three of our Early Learning Coalitions in Circuit 1. She discussed safety management, safe/unsafe children and we discussed the use of the 60 day CPI referral process to be very defined in regard to present danger planning. ELC Folks will give us an idea of the type of training they would like to have for their staff and providers - they are willing to establish provider meetings for us to discuss changes in our practice. Pat Franklin provided an update on our Implementation progress to the Circuit Alliance Meeting.</p> <p>Circuit 2 - Circuit 2 graduated a class facilitated by Chris Lolley and Melia Flores who are now proficient.</p> <p>Circuit 14 - Circuit 2 also graduated a class of supervisors facilitated by Jennifer Wilson and Holly Cummings.</p>



### Status Report – Week Ending 8/09/13

Safety Decision Making Methodology Implementation	Project Phase	On Track?	Upcoming Key Milestones	Status Comments
<b>Northeast Region</b>	Implementation	<b>Yes</b>		<p>Clay County completed initial review of the Working Agreement between Kids First of Florida and DCF and aligned Methodology language and processes in DRAFT form to prepare for Implementation in October and sharing with the other Phase 1 areas. The Regional Sub Team will be working on development over the next several months of consistent working agreements and processes.</p> <p>SSPE Field Consultants and SPEs along with trained Supervisors are busy completing the E Modules with Discussion Guides for all of our Supervisors in Phase 2 who begin training in September and planning for front line.</p> <p>SSPE Consultants are conducting monthly case application reviews for all SPEs, trained Supervisors/other trained staff to process through the cases provided by Action.</p> <p>Region is in progress with Front Line Training - no class has completed to date* so our report has not changed.</p> <p>On 08/05/2013, FSSNF and CLS conducted approximately six (6) “Collaboration Calendar” staffings (formerly “Rocket Docket” staffings) with the CMOs, GALs, and other staff members to expedite permanency.</p> <p>On 08/07/2013, LaTanya Wynn-Hall (FSSNF) and Sharon Brownlee (DCF) provided a Safety Methodology Implementation overview to the Systems of Care community Stakeholder’s board meeting.</p> <p>On 08/07/2013, the Case Transfer sub-committee members met to discuss next steps in Safety Decision Making Methodology Implementation. This sub-committee consists of members from DCF, FSSNF, CMOs, and Gateway Community Services.</p> <p>On 08/07/2013, FSSNF staff members and other Implementation workgroup members participated on the Northeast Region Implementation Team meeting/conference call with DCF Regional and other CBC Regional staff members. Agenda items included: Update on local implementation teams and readiness tool (ie Safety Services planning/updates, Sub-team for review of MOUs/Policies, Phase 1 updates, Foster parents on implementation team, Consultant/Case reviews, Training, Action Items, etc).</p> <p>On 08/07/2013, the Implementation Treatment Services sub-committee conference call was conducted. This sub-committee consists of members from DCF, FSSNF, CMOs, CLS, Hubbard House, and DCF/SAMH Office.</p> <p>On 08/08/2013, FSSNF, CMO, and DCF staff members conducted the first joint Phase 2 “E-Module and six domain pre-training” to 6 Supervisors.</p> <p>On 08/09/2013, LaTanya Wynn-Hall (FSSNF) attended the DJJ Community Stakeholder’s meeting as a member of the DCF/FSSNF/DJJ Crossover Kids sub-committee.</p>
<b>Central Region</b>	Implementation	<b>Yes</b>		No additional updates this week.



## Status Report – Week Ending 8/09/13

Safety Decision Making Methodology Implementation	Project Phase	On Track?	Upcoming Key Milestones	Status Comments
<b>Suncoast Region</b>	Implementation	Yes		No additional updates this week.
<b>Southern Region</b>	Implementation	Yes		No additional updates this week.
<b>Southeast Region</b>	Implementation	Yes		<p>A presentation was made to the Circuit 15 Foster Parent Association by our Super SPE and Mark Shults from ChildNet.</p> <p>SPE Ronise Baptiste met with the staff at Harmony House, a Circuit 15 domestic violence shelter to discuss the safety methodology. They have requested she return to speak to their evening shift.</p> <p>The case transfer sub-committee of the regional implementation team met for Circuits 15 and 17.</p>
<b>Technology – FSFN Activation</b>	Development	Target October	<p>5/3/13 - Technical Design Document - R2</p> <p>5/14/13 5/27/13 - Ready for User Acceptance Testing (UAT) - R2</p> <p>08/30/13 - Training documents - R2</p> <p>08/30/13 - System Documentation - R2</p> <p>6/24/13 - User training/Training of Trainers are Trained - R2</p> <p>7/1/13 - UAT Completed - R2</p> <p>7/1/13 - Ready for Production - R2</p> <p>7/1/13 - Production release deployed - R2</p>	<p><b>Overall:</b> IBM is in the process of developing an integrated project schedule to include project releases plus all M&amp;O and Hotline builds. Several work sessions have been conducted to review the schedule. DCF and IBM are jointly developing a schedule for quarterly builds.</p> <p><b>Deliverables Progress:</b> IBM has provided the official R2 Functional Specifications on 4/12/13. The specifications were delivered to the design stakeholders on 4/12/13 for their review. DCF delivered Release 2 comments back to IBM on April 30<sup>th</sup>. IBM re-submitted the R2 Functional Specifications on 6/27/13 and DCF provided comments back to IBM on 7/4/13. IBM re-submitted the R2 Functional specifications on 7/15/13. DCF provided comments to IBM on 07/23/13. IBM submitted the updated comments and deliverable back to DCF on 7/30/13. DCF accepted the Functional Specifications on 08/09/13.</p> <p>To view a the final copy of the functional specifications, please look on the intranet here: <a href="http://apps.dcf.state.fl.us/transformation/design.asp?path=">http://apps.dcf.state.fl.us/transformation/design.asp?path=</a></p>



## Status Report – Week Ending 8/09/13

SACWIS Compliance	Project Phase	On Track?	Upcoming Key Milestones	Status Comments
SACWIS Compliance		Yes		Next ACF call is scheduled for Thursday, August 15 <sup>th</sup> .
Technology – FSFN Realization	Design	Yes	08/30/13 - Functional Design Document - R3  08/30/13 - Technical Design Document - R3  9/11 – R3 Training documents  9/24 – R3 Ready for UAT  10/01 – R3 System Documentation  10/18 – R3 UAT completed  10/22 – User Trained  10/29 – Ready for Production  10/30 – Production release deployed	<p>IBM has delivered the Functional Specifications on Friday, 08/02 and DCF has communicated to all design stakeholders for official review. Review and comments are requested by 8/09 COB. A series of overview and review meetings have been setup to collaborate on the design and reach approval.</p> <p>IBM has also delivered the R3 Technical Specifications. The Technical specifications have been delivered to the CBC FSFN Reporting and Data Warehouse subgroups for review and comment. A series of meetings have been setup to facilitate the reviews.</p> <p>IBM is developing final schedule for delivery of R3 functionality to include functionality delivered in FY13-14 Quarter 2 and Quarter 3 software deliveries.</p>



## Status Report – Week Ending 8/09/13

### Risks:

Description	Exposure	Mitigation Strategy
Deliverables funded with FY 2012-2013 funding at risk of not completing by September 2013.	High	Priority focus by DCF and IBM staff to complete the work associated with FY 2012-2013 deliverables.
Total Scope of work and schedule not yet finalized for Financial, Provider, and Eligibility.	Medium	FSFN design sessions are underway with statewide CBC membership to gain consensus on scope to complete SACWIS Compliance. Many releases are in planning to meet objectives.
Differences in Eligibility Practices among all the CBCs	Medium	First item is to document the remaining open issues and to do items at the end of the JAD sessions. Second mitigation item is to consider the parts of design that CAN get documented and approved. After that, a checkpoint may be done to determine the next steps and the timing of any follow-on action plan.
Implementing the new Safety Decision Making Methodology and new technology may have a negative impact on performance measures and outcomes during the implementation phase.	Medium	Provide adequate training and support during the implementation to minimize the performance deficiencies and minimize the time to return to and exceed baseline performance.