

Chapter 11

MANAGE SAFETY PLANS

11-1. Purpose. Safety management is the active monitoring of a safety plan to determine it is working effectively to protect the child(ren) from identified danger threats. Safety management activities are non-negotiable regardless of the type of safety plan. The primary child welfare professional responsible for the case will continuously monitor and assess the family's condition and dynamics to inform on-going safety planning and plan modification. Safety management includes the timely modification of any plan when more intrusive, or less intrusive, actions are possible due to changes in family dynamics or conditions.

11-2. Child, Parent/Legal Guardian and Caregiver Contact Requirements.

a. The primary child welfare professional responsible for the case will continuously assess the family's condition and dynamics in order to determine that the safety plan is dependable, sufficient and reflects the least intrusive actions necessary to protect the child.

b. When a child is in an out-of-home safety plan in a different jurisdiction, the child welfare professional with primary responsibility is responsible for communicating with the secondary worker involved to learn how the child and caregiver are doing, determine if there are actions needed and to share information about parent(s)/legal guardian(s) progress in meeting Conditions for Return.

c. The safety plan will be monitored by the child welfare professional responsible based on the following minimum contact requirements unless the safety plan for the family requires more frequent contact. All child contacts will include observations and private discussion with the child as to the child's safety in their home or placement and the child's well-being.

d. When a child is with a parent/legal guardian in a certified domestic violence shelter or a residential treatment program, the child welfare professional will coordinate any required contacts with program staff and contacts may occur outside of the facility.

e. If a child is on runaway status or his or her whereabouts are unknown, the child welfare professional shall meet the requirements of Rule [65C-30.019](#), F.A.C.

f. Initial face-to-face contacts with the child and caregiver will occur at least once every seven (7) days as follows:

(1) For all in-home safety plans, face-to-face contacts every seven days with the child and caregiver will be conducted for the first 30 days from the time the initial safety plan was established.

(2) For all out-of-home safety plans, face-to-face contacts every seven days with the child and caregiver will be conducted for the first 30 days from the time the initial safety plan was established, including those involving a family-made arrangement.

(3) For all out-of-home plans, face-to-face contacts with the child and caregiver will be conducted as long as the child in an out-of-home plan remains in shelter status.

g. After case transfer, the case manager will:

(1) Provide initial face-to-face contact with child(ren) within two working days of case transfer or the date of court supervision, whichever is earlier (Rule [65C-30.007\(1\)\(b\)](#), F.A.C.).

(2) Within five business days after the case is transferred from investigations or another case manager, confirm that the ongoing safety plan is sufficient.

(3) Modify the frequency of face-to-face contact while the child is in shelter status only after the case manager's supervisor documents in CCWIS that all of the following conditions have been met:

(a) The child is in the care of a relative, non-relative, or a licensed foster parent and is not demonstrating any behaviors that may lead to a placement disruption.

(b) The child has not experienced any placement changes and the case has been open to case management for more than 30 days.

(c) The child's needs have been assessed and all therapeutic services needed are being provided.

(d) The child, if developmentally appropriate, and the out-of-home caregiver are in agreement with the modification to the frequency of contact with the case manager.

(4) Provide face-to-face contact with every child under supervision and living in Florida no less frequently than every 30 days in the child's residence. If the child lives in a county other than the county of jurisdiction, this shall be accomplished as provided in Rule [65C-30.018](#), F.A.C.

(5) Make an unannounced visit to the child's current place of residence at least every 90 days, or more frequently if warranted based on the safety plan.

(6) Maintain regular face-to-face contact a minimum of every 30 days with the parent(s)/legal guardian(s) and caregiver of any child unless parental rights have been terminated or the court rules otherwise. If the parent(s)/legal guardian(s) or caregiver lives in a county other than the county of jurisdiction, this shall be accomplished as provided by Rule [65C-30.018](#), F.A.C. During these contacts, the case manager shall discuss with parent(s)/legal guardian(s) or caregiver the safety plan, the case plan progress and the child's progress in terms of health, and well-being.

11-3. Communication with Safety Service Providers.

a. The investigator with primary responsibility will conduct contacts with all safety service providers every seven days to manage the effectiveness and dependability of the safety plan.

b. The case manager with primary responsibility will monitor through contacts with all safety service providers no less than every 30 days and as frequently as is necessary to manage the effectiveness and dependability of the safety plan.

c. The child welfare professional responsible for the safety plan will also gather information from other persons who see the child on a consistent basis to discuss how the child appears to be doing and whether there are any safety concerns.

d. The child welfare professional's monitoring activities regarding a safety plan will include the following activities:

(1) Verify that all safety service providers know the name and contact information for child welfare professional responsible for managing the plan.

(2) Confirm with safety service providers what actions they are providing.

(3) Assess whether there have been any changes in parent/legal guardian conditions, attitude, ability or willingness to support the current in-home plan.

(4) Determine whether the home environment continues to be, or has become, stable enough for safety service providers to be in the home and be safe.

(5) Determine whether the condition of the child is satisfactory and that the plan is working dependably to protect the child.

(6) Confirm that all safety plan providers know what actions to take and who to notify immediately if problems arise.

(7) Assess and assist the parent(s)/legal guardian(s) with Conditions for Return to achieve reunification.

(8) Assess whether any critical junctures are anticipated that may destabilize conditions in the home, such as the birth of a new child or other significant change in household composition.

11-4. Modifications to Safety Plans.

a. The child welfare professional will exercise due diligence to modify safety plans in response to changing family dynamics, including when the Conditions for Return are achieved.

b. Circumstances Requiring Modifications of a Safety Plan. The child welfare professional will create a new safety plan or modify an existing safety plan when any of the following changes occur:

(1) A new danger threat has been identified.

(2) Danger threats have been eliminated.

(3) Parent(s)/legal guardian(s) meet the Conditions for Return.

(4) There are changes in family dynamics or conditions which change the types and or level of safety services needed, including but not limited to:

(a) A new child is born or comes into the home.

(b) A parent/legal guardian returns to the home.

(c) The parent/legal guardian becomes involved in a new intimate partner relationship.

(d) There are significant changes to household composition.

(e) There are changes in the availability of a physical location in which the safety plan can be implemented.

(f) The safety plan needs to become an out-of-home plan.

c. Actions Required. The primary child welfare professional will take the following actions to create a new safety plan or modify an existing safety plan:

(1) Take protective actions immediately in order to keep the child from being harmed prior to leaving the home when present danger is evident per requirements in paragraph 1-6 of this operating procedure.

(2) To the extent possible the child welfare professional, the parent(s)/legal guardian(s), and any providers involved in the formulation of the original safety plan will collaborate to revise the safety plan.

(a) Adhere to special considerations in cases involving the dynamics of domestic violence as specified in Chapter 4 of this operating procedure.

(b) Review and discuss current family dynamics and conditions relative to criteria for an in-home safety plan or Conditions for Return.

(c) Review each specific component of the safety plan and whether any modifications are necessary.

(d) Identify options for plan modifications needed, eliciting family resources and solutions.

(e) Agree on modifications.

(f) Follow up with CLS when a safety plan is part of the court order.

(3) Identify whether there are ways to manage the identified danger threat with the child in the home and, if yes, contact persons or providers who can participate in providing safety services in an ongoing safety plan.

(4) Consult with his/her supervisor if assistance is needed in developing a sufficient ongoing safety plan.

11-5. Supervisor Consultation and Approval.

a. The supervisor will review the circumstances surrounding any attempted contacts with a child or parent/legal guardian that are required and establish any expectations as to further efforts to complete the visit.

b. A supervisor consultation is required as follows:

(1) To the extent practical, a telephonic consultation should occur between the supervisor and the investigator or case manager when either one encounters present danger in the field and is implementing a present danger plan or otherwise modifying an existing safety plan.

(2) When a case manager in the field encounters a new danger threat or other change in family dynamics that requires a safety plan modification prior to leaving the home.

(3) When a safety plan is modified based on a change in one of the five criteria for an in-home safety plan in paragraph 3-2 of this operating procedure.

c. The case consultation will include the following actions:

(1) Determine if the case manager is clearly able to describe and document how Impending Danger is manifesting in the home.

(2) Determine that the plan is the least intrusive and most appropriate.

(3) Determine if the parent(s)/legal guardian(s) were involved in the ongoing assessment.

(4) Assess how the Safety Plan is controlling and managing the identified danger threats while services are delivered.

11-6. CCWIS/Documentation.

a. Within two business days of any safety plan monitoring activity, the primary child welfare professional will document in contact notes any assessment information requested or gathered, or action related to the assessment of safety plan sufficiency. The primary worker will use the CCWIS Case Note page to:

(1) Document which case participants the note pertains to as well as required activities associated with a single contact.

(2) Document required face-to-face contacts including attempts and reasons not seen as well as any telephone contacts.

b. The primary child welfare professional will document modifications to any existing Safety Plan by terminating the current Safety Plan in CCWIS and creating a new version. As information from the prior safety plan will pre-populate when a new safety plan is created, the date needs to be changed to capture the date of the modification as well as the changes being made to the plan. This will allow for a complete history of all safety plans. A significant safety plan modification which requires the creation of a new safety plan in CCWIS includes the following:

(1) One or more new safety management services are being added to the plan.

(2) There is a substantial change in the level of intrusiveness of the plan (e.g., afterschool supervision decreases from 5 days a week to one day).

(3) There is a change in informal safety management providers.

c. When a new safety plan is created, the child welfare professional will upload the signed version of the updated plan into CCWIS using the Safety Plan page within two business days of the plan's creation.

d. The case manager will formally document an updated safety analysis when completing the FFA-Ongoing and any Progress Updates.

e. The supervisor or case manager will record supervisor case consultations about safety plans within two business days using Case Note functionality in CCWIS.

