



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


**Rick Scott**  
Governor



**Mike Carroll**  
Interim Secretary

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**DATE:** December 1, 2017

**TO:** Regional Managing Directors  
Community-Based Care Lead Agencies  
Sheriff's Offices conducting child protective investigations

**THROUGH:** David L. Fairbanks, Deputy Secretary 

**FROM:** JoShonda Guerrier, Assistant Secretary for Child Welfare   
Vicki Abrams, Assistant Secretary for Operations 

**SUBJECT:** Update on Training Requirements for Specialized Human Trafficking Designation

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**PURPOSE:** This memo is to clarify the ongoing quarterly training required to maintain an active specialized human trafficking designation status.

**BACKGROUND:** Chapter 2014-161, Laws of Florida, created s. 409.1754, Florida Statutes (F.S.), Sexually exploited children; screening and assessment; training; case management; task forces. This statute outlines requirements for serving child victims of sexual exploitation and requires "specialized intensive training" for child protective investigators and case managers who are handling cases involving a sexually exploited child. Section 409.1754(2)(a)1, F.S., states:

(2) TRAINING; CASE MANAGEMENT; TASK FORCES.—

(a)1. The department and community-based care lead agencies shall ensure that cases in which a child is alleged, suspected, or known to have been sexually exploited are assigned to child protective investigators and case managers who have specialized intensive training in handling cases involving a sexually exploited child. The department and lead agencies shall ensure that child protective investigators and case managers receive this training before accepting a case involving a sexually exploited child.

The table below outlines the training requirements for child protective investigators (DCF and Sheriff's Offices) and dependency case managers, in order to comply with the law. This training is also extended to DCF licensing staff members.

Guidance about ongoing training requirements and broad parameters for developing local, individualized training in different regions and circuits is included.

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Mission: Protect the Vulnerable, Promote Strong and Economically Self-Sufficient Families, and Advance Personal and Family Recovery and Resiliency

### Specialized Human Trafficking Training

#### Initial Training needed to start accepting cases with human trafficking victims

3 Hours	Human Trafficking 101	Intro to minor sex trafficking National & local scope of problem Victim profiling (vulnerabilities, statistics, traditional ideologies) Primary manifestations of minor sex trafficking Trafficker profiling Recruitment/grooming techniques Methods of control/coercion "The Game" (terminology, rules) Demand/Buyer profiling (mindset, belief systems) Impact of trauma on victims Psychological/behavioral indicators, basic overview of complex trauma
1 Hour	HB 7141: An expansion of the Safe Harbor Act	Details of House Bill 7141 Training Tools Task Forces Licensure and Certification of safe houses and safe foster homes Training for residential and foster providers Human Trafficking Commission OPPAGA Study (Office of Program Policy Analysis and Governmental Accountability)
2 Hours	Additional Live Training on Specialized Topics  (Can choose one or more)	<b>Examples:</b> Gangs in Trafficking Local procedures and policies Understanding complex trauma Demand Reduction Strategies (Man up program) Cultural Competency with At-Risk populations At-Risk Populations: APD, LGBTQ, and/or DJJ/DCF crossover children Organizations sharing their experiences with cases: Homeland Security, FBI, Miami SAO, etc. Motivational Interviewing Development of Local Case Studies Strength-based Training National research trends in treatment for CSEC Poly-victimization Trauma training for non-professionals Survival Panel



### Ongoing Training required for Completion of Specialized Human Trafficking

12 months following initial training	<b>1 hour</b> of training <b>per quarter</b> , cannot be combined into one training experience. For a total of <b>4 hours</b> in the fiscal year.
After first 12 months	<b>1 hour</b> of training <b>per quarter</b> , cannot be combined into one training experience. For a total of <b>4 hours</b> each fiscal year.

**Ongoing training** can consist of webinars, independent readings, live trainings or conferences. Task Forces in each area are an excellent resource for trainings.

The Community-Based Care Lead Agencies (CBCs) and Regions will need to track training for their staff. They are responsible for verifying completion of the training prior to acceptance of cases. CBCs and Regions may choose to utilize the Training Tracker functionality located within FSFN.

There is a link at the Center for Child Welfare site for information on Human Trafficking: <http://www.centerforchildwelfare.org/SexualExploitation.shtml>

If you have materials or resources you would like to share for the website, contact the Statewide Human Trafficking Prevention Director or your Regional Human Trafficking Coordinator.

**UPDATE:** Maintaining the specialized human trafficking designation is critical. The ongoing quarterly training as outlined above is required to maintain an active designation. If a child protective investigator or dependency case manager misses a quarterly training, they will have the following quarter to make it up and must complete two separate qualified trainings by the end of the second quarter to be able to maintain an active specialized human trafficking designation status.

If two quarters pass without completing a minimum of two, one hour courses, their specialized designation is suspended. While suspended, they may not have any assigned human trafficking victims on their caseload or receive human trafficking investigations. Their suspension can only be reactivated when they catch up on all required quarterly training.

If their suspension is not reactivated within 12 months of the initial receiving of the specialized designation, then they lose their suspension and must start over with all requirements.

**ACTION REQUIRED:** Please share this memorandum with all child welfare staff members who serve child victims of human trafficking. Licensing staff also are encouraged to attend these trainings. Additional guidance for colleagues who have already completed training and for CBCs interested in developing their own training is below.

**CONTACT INFORMATION:** If you have questions or need more information, please contact Bethany Gilot at [Bethany.Gilot@myflfamilies.com](mailto:Bethany.Gilot@myflfamilies.com) or (850) 491-3224.

cc: Rebecca Kapusta, Assistant Secretary for Operations  
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