



State of Florida  
Department of Children and Families

Charlie Crist  
Governor

Robert A. Butterworth  
Secretary

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**DATE:** October 5, 2007  
**TO:** Regional Directors  
**FROM:** Patricia Badland, <sup>Patricia Badland</sup> Director of Office of Family Safety  
**SUBJECT:** Auditor General Review – Adoption Assistance

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**PURPOSE:** The Office of the Auditor General's audit of the Department's Adoption Assistance program continues. Auditors have identified specific information needed to complete the reviews in several cases.

**BACKGROUND:** August 2, 2007 memo to Contract Managers and Community Based Care CEOs requested files sent to Tallahassee for the Auditor General's review. This is a follow-up request as some files have missing information.

**Action Required:** Please provide a response to each item listed below on or before October 12, 2007.

1. E. Gomez, First Circuit (District 1) – The initial adoption agreement does not indicate that the child is eligible for title IV-E. Please confirm that this child is ineligible for title IV-E Adoption Assistance.
2. S. Clark, Fifth Circuit (District 14) – The initial adoption agreement does not indicate the amount of subsidy for title IV-E. Please confirm that this child is ineligible for title IV-E Adoption Assistance.
3. A. Spaulding, Seventh Circuit (District 12) – Please provide documentation supporting the Department's determination that this child has special needs.
4. M. Wiley, Seventh Circuit (District 12) – Please provide a judicial determination to the effect that continuation in the home of removal would have been contrary to the welfare of the child.
5. A. Kreitzer, Ninth Circuit (District 7) – Please provide the following:
  - a. The Termination of Parental rights as to the father
  - b. A judicial determination to the effect that continuation in the home of removal would have been contrary to the welfare of the child.

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

- c. The Department's determination that deprivation exists. There were two parents in the home at the time of removal and employment was indicated as "unknown."
  - d. Documentation that the Department made a reasonable effort to place the child for adoption without a subsidy.
  
6. T. Franklin, Eleventh Circuit (District 11) - Please provide documentation supporting that the child met one of the following requirements: she was eligible for the AFDC program as of July 16, 1996; she was determined to be eligible for SSI; or her costs in a foster family home or child care institution were covered by the foster care maintenance payments being made with respect to his/her minor parent.
  
7. I. McClain, Eleventh Circuit (District 11) – Please provide a judicial determination to the effect that continuation in the home of removal would have been contrary to the welfare of the child.
  
8. D. Shelter, Eleventh Circuit (District 11) - Please provide documentation supporting that the child met one of the following requirements: she was eligible for the AFDC program as of July 16, 1996; she was determined to be eligible for SSI; or her costs in a foster family home or child care institution were covered by the foster care maintenance payments being made with respect to his/her minor parent.
  
9. D. Mosley, Eleventh Circuit (District 11) – Please provide the following:
  - a. Documentation supporting that the child met one of the following requirements: he was eligible for the AFDC program as of July 16, 1996, including evidence that the child was removed from the home of a relative pursuant to either a voluntary placement agreement or as a result of a judicial determination to the effect that continuation in the home of removal would have been contrary to the welfare of the child; he was determined to be eligible for SSI; or his costs in a foster family home or child care institution were covered by the foster care maintenance payments being made with respect to his/her minor parent.
  - b. Documentation that the child was determined by the Department to be a child with special needs.
  - c. Documentation that the Department made a reasonable effort to place the child for adoption without a subsidy.
  - d. The agreement for the subsidy which was signed and in effect before the final decree of adoption that contains information concerning the nature of services; the amount and duration of the subsidy; the child's eligibility for title XX services and title XIX Medicaid; and covers the child should he/she move out of state with the adoptive family.
  - e. Court ordered Termination of Parental Rights (TPRs) and final orders of adoption.

10. S. Gionti, Fifteenth Circuit (District 9) – Please provide documentation of a voluntary placement agreement or a judicial determination to the effect that continuation in the home of removal would have been contrary to the welfare of the child.
  
11. L. Holliday, Fifteenth Circuit (District 9) – Please provide documentation supporting that the child met one of the following requirements: he was eligible for the AFDC program as of July 16, 1996; he was determined to be eligible for SSI; or his costs in a foster family home or child care institution were covered by the foster care maintenance payments being made with respect to his/her minor parent.

**CONTACT INFORMATION:** Please forward the requested documents to Gail Perry, Office of Family Safety, 1317 Winewood Blvd., Tallahassee, Florida 32399.

cc: George Sheldon, Assistant Secretary for Operations  
David Fairbanks, Assistant Secretary for Programs  
Circuit Administrators