



State of Florida
Department of Children and Families

Charlie Crist
Governor

Robert A. Butterworth
Secretary

DATE: April 30, 2007
TO: District/Region Administrators
THROUGH: George Sheldon, Assistant Secretary for Operations
FROM: Patricia Badland, Director of Office of Family Safety
SUBJECT: Policy Clarification and Implementation of the Child and Family Services Improvement Act of 2006 (Public Law 109-288)

Purpose: The purpose of this memorandum is to request information from each of you regarding your Continuation of Operation Plans. What is needed is the portion of the Plan which explains how the Child Protective Investigators and the responsibilities which accompany that workload will continue to function in the event of a disaster. This request is based on new requirements provided in the Child and Family Services Improvement Act of 2006.

Action Required: The Act requires that all states have in place procedures for state programs assisted under the Social Security Act (42 U.S.C. 620-628b) for responding to a disaster. The Administration for Children and Families has issued Program Instructions specifying that this information be submitted to the Administration for Children and Families as part of the Annual Progress and Services Report due June 30, 2007.

Background: The Child and Family Services Improvement Act of 2006 was enacted September 2006. As per Section 6(a)(16) of the Act, states are required to have in place procedures for states to respond to a disaster. These should include procedures to:

1. identify, locate, and continue availability of services for children under state care or supervision who are displaced or adversely affected by a disaster;
2. respond to new child welfare cases in areas adversely affected by a disaster, and provide services in those cases;
3. remain in communication with caseworkers and other essential child welfare personnel who are displaced because of a disaster;
4. preserve essential program records; and
5. coordinate services and share information with other states.

1317 Winewood Boulevard, Tallahassee, Florida 32399-0700

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

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Implementation Process: Lead Community-Based Care Agencies have previously been asked to update their child welfare disaster preparedness plans to include the elements required by the Act. However, protective investigation units also play a key role in responding to new child welfare cases in areas adversely affected by disasters. Please forward your policy and procedures electronically to Taffy Compain at Taffy_B_Compain@dcf.state.fl.us by June 1, 2007.

Contact Information: Should you have any questions, please contact Taffy Compain at (850) 922-6656 or Suncom 292-6656 or at the email address provided above.