



State of Florida  
Department of Children and Families

Charlie Crist  
Governor

Robert A. Butterworth  
Secretary

DATE: June 20, 2008

TO: Regional Directors

FROM: *[Signature]* George Sheldon, Assistant Secretary for Operations  
*[Signature]* David Fairbanks, Assistant Secretary for Programs

THROUGH: *[Signature]* Patricia Badland, Director Office of Family Safety

SUBJECT: Family Safety Quality Assurance Reviewer Training

**PURPOSE:** This memo is to inform you of upcoming training opportunities for regional and CBC quality assurance staff.

**BACKGROUND:** After extensive planning and preparation, the Regional Quality Assurance (QA) Model is being realized July 1, 2008. Reviewers from the regions and community based care agencies will need to be trained on the new processes and tools to ensure consistency and accuracy in collecting and reporting data.

**ACTION REQUIRED:** Please provide Family Safety QA staff and community based care management the following information so staff can register for one of the training sessions. Each session begins on the first day at 10:00 AM and concludes on the third day at 12:00 PM. It is imperative that anyone reviewing cases receive this training.

Electronic registration is available on The Center for the Advancement of Child Welfare Practice home page at [www.centerforchildwelfare.org](http://www.centerforchildwelfare.org)

The Office of Family Safety will reimburse travel expenses.

**Tallahassee**  
July 9 - 11

**Double Tree Hotel**  
101 Adams Street  
Tallahassee, FL 32301  
850-224-5000  
Reserve by June 30, 2008

**Tampa**  
July 16 - 18

**Sheraton Suites**  
4400 West Cypress Street  
Tampa, FL 33607  
813-357-6145  
Reserve by July 7, 2008

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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**Fort Lauderdale**  
July 23 – 25

**Hilton Ft. Lauderdale Beach Hotel**  
505 North Ft. Lauderdale Beach Blvd  
Ft. Lauderdale, FL 33304  
954-414-2222  
Reserve by July 12, 2008

**CONTACT INFORMATION:** If you have any questions or need additional information, or require accommodations to participate in this event please contact Eleese Davis, Chief of Systems Performance, at (850) 921-9857, [eleese\\_davis@dcf.state.fl.us](mailto:eleese_davis@dcf.state.fl.us), or Gail Perry, Quality Assurance Manager, at (850) 921-7794, [gail\\_perry@dcf.state.fl.us](mailto:gail_perry@dcf.state.fl.us).

cc: Regional Quality Assurance Managers