



State of Florida
Department of Children and Families

Charlie Crist
Governor

George H. Sheldon
Secretary

DATE: April 20, 2009

TO: Regional Directors

THROUGH: John Cooper, Acting Assistant Secretary for Operations
David Fairbanks, Assistant Secretary for Programs

FROM: Alan Abramowitz, State Director, Office of Family Safety
Patricia Caldwell for

SUBJECT: Human Trafficking Operating Procedure

PURPOSE: This memorandum provides notification that CFOP 175-14 'Intakes and Investigative Response to Human Trafficking of Children' becomes effective May 1, 2009. Child intakes from the Florida Abuse Hotline received on or after that date will begin to contain the new maltreatment code "Human Trafficking."

BACKGROUND: Over the past several years, the problem of human trafficking has increasingly received national and international attention. In 2006, the Florida Legislature added the following language to s.787.06(1)(d), F.S.:

"It is the intent of the Legislature that the Department of Children and Family Services and other state agencies cooperate with other state and federal agencies to ensure that victims of human trafficking can access social services and benefits to alleviate their plight."

To support this effort, the Legislature also amended ss.39.301(1), F.S., to allow the Department to become involved when "a child is in need of supervision and care and has no parent, legal custodian, or responsible adult relative immediately known and available to provide supervision and care." Similarly, s.39.301(2)(b), F.S., defined suspected or known child trafficking as a form of "criminal conduct" requiring notification of law enforcement by the Department.

In May of 2007, the Department entered into a contract with the Florida Immigrant Advocacy Center (FIAC) to develop training material and help improve services for child trafficking victims. Over the past year and a half the Department, FIAC and a group of leaders who have experience with detecting and serving victims of human trafficking partnered to develop protocols for agencies to use when responding to victims of trafficking. This Trafficking Protocol Work Group consists of law enforcement, attorneys,

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a judge, Refugee Services agencies, youth shelter staff, community-based care partners, and Department staff. In addition to guiding the development of the operating procedure the group assisted in the production of several support documents to assist Abuse Hotline staff, Child Protective Investigators, and Case Managers detect, assess, and provide appropriate interventions for victims of child trafficking.

The 'Abuse Hotline Job Aid' describes factors Hotline staff should consider when accepting a report involving trafficking allegations. The 'Human Trafficking of Children Indicator Tool' lists key indicators that both Child Protective Investigators and Case Managers should be familiar with to assist in the detection and assessment of potential child trafficking situations. The 'Human Trafficking Maltreatment Matrix' provides guidelines for Child Protective Investigators in determining appropriate findings involving this maltreatment. Finally, a list of programs that receive funding to work with Human Trafficking victims is included to assist staff in locating knowledgeable child advocates and the specialized resources and services available for these children.

All documents referenced above are included as attachments, and except for the list of trafficking programs, can also be found on the Center for the Advancement of Child Welfare Practice Human Trafficking resource page at the following link:

<http://centerforchildwelfare.fmhi.usf.edu/kb/humantraf/Forms/AllItems.aspx?PageView=Shared>

REQUIRED ACTION: (1) Please disseminate the enclosed operating procedure and attached working documents to child protective investigators and supervisors, case managers and supervisors, and managers working in the area of child protection. (2) Please direct all child protection staff to participate in the 'Protections for Child Victims of Human Trafficking' training as discussed in the following section. Ensure that Community-Based Care (CBC) Chief Executive Officers (CEOs) are aware of this training and send staff as appropriate. Staff who previously attended trainings provided by FIAC are exempt from this requirement.

TRAINING: The Family Safety and Refugee Services program offices have collaborated with the University of South Florida (Florida Mental Health Institute/Center for the Advancement of Child Welfare Practice) and the Florida Immigrant Advocacy Center (FIAC) to provide training on child trafficking. A series of nine (9) webcasts with alternating morning and afternoon sessions will be broadcast from May 18 - 29, 2009. This training is titled "Protections for Child Victims of Human Trafficking." Participants may register for any one of the nine Child Trafficking Webinars by accessing the Center's on-line registration process at the following link:

<https://www.livemeeting.com/lrs/8000362188/Registration.aspx?pageName=snm11qb69xknk7rd>

TECHNICAL ASSISTANCE: The Refugee Services program office will continue to provide information, guidance and technical assistance in the appropriate handling of child abuse reports involving both unaccompanied refugee minors and child victims of human

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trafficking. To consult on unaccompanied refugee minors, please call Ms. Ileana Bustelo, Refugee Services' Program Manager, at (305) 205-3905. For questions involving child victims of trafficking, please contact Ms. Regina Bernadin, Refugee Service's Human Trafficking Coordinator, at (786) 877-3022. For questions on family safety policy or procedures please contact Mr. Chris Compton, Child Protective Investigations Specialist, at (850) 443-6646.

CONTACT INFORMATION: If you have any questions or need clarification regarding the implementation of the Human Trafficking policy and procedures please contact John Harper at: john_harper@dcf.state.fl.us, or at (850) 922-3862.

Attachments

cc: Circuit Administrators
Family Safety Program Managers
Community Based Care CEOs
Sheriff's Offices
Steve Holmes, Director, Florida Abuse Hotline