



State of Florida
Department of Children and Families

Rick Scott
Governor

David E. Wilkins
Secretary

DATE: December 8, 2011

TO: Regional Directors

THROUGH: John Cooper, Assistant Secretary for Operations
Jamie Self, Ed.D., Executive Director, Family and Community Services

FROM: Christie Ferris, Director, Office of Child Welfare

SUBJECT: Documentation of Psychotropic Medications for Children in Out-of-Home Care

PURPOSE: The purpose of this memorandum is to clarify requirements for documenting in the Florida Safe Families Network (FSFN) the provision of psychotropic medications to children in out-of-home care and to ensure that such documentation is entered timely and accurately.

BACKGROUND: Over the past two years the Department has worked diligently to ensure appropriate oversight of children in out-of-home care who are prescribed psychotropic medications. A recent review of the psychotropic medication data in FSFN found that case managers are not appropriately documenting this information in FSFN. Since prescriptions are not being "end dated" it appears children are taking multiple medications. For example, our review identified 185 children with multiple active prescriptions of the same medication. In addition, over 40% of the active prescriptions had a prescription begin date that was more than one year old.

It is critical that information regarding the psychotropic medication history is current and accurate as part of each child's medical history in FSFN. This includes documenting when a child begins taking each medication, based on the date the medication is prescribed or reauthorized. Each time a child receives a new prescription, or has a prescription reauthorized, that prescription must be entered into FSFN with a new prescription begin date. This is required even if the new prescription or reauthorization is to continue a current medication without any changes.

It is not necessary to enter this information into FSFN each time a medication is refilled, only when a prescription is renewed or reauthorized in order for the child to continue receiving the medication. The prescription "end date" must be entered into FSFN when either the child stops taking the medication or the prescription expires (including refills), whichever comes first. When a prescription expires, that prescription must be "end dated" in FSFN.

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

ACTION REQUESTED: Contract managers must work with CBCs to ensure there is a complete review of psychotropic medication data in FSFN for children in out-of-home care and update information as needed. Report listings containing data on each active prescription for every child in out-of-home care are posted to the Imaging Lite section of the DCF Web Portal weekly. All records must be reviewed and updated by 12/31/2011.

CONTACT INFORMATION: If you have any questions or need additional information please contact Keith Perlman at keith_perlman@dcf.state.fl.us or 850-717-4675 or Eleese Davis at eleese_davis@dcf.state.fl.us or 850-717-4650.

Attachment

cc: Pete Digre, Deputy Secretary
Eleese Davis, Office of Child Welfare
DCF Contract Managers
Community-Based Care Lead Agencies
Sheriffs' Offices

Report Detail and Description

Data Source for All Reports: FSFN Repository as of 12/1/2011

Data in FSFN as of: 11/30/2011

Complete list reports containing all of the raw data used in the reports in this spreadsheet are available on the Imaging Lite (ILF-FS) module in the DCF Web Portal. The reports in the web portal will contain information based on agency name in FSFN.

All reports include active prescriptions for psychotropic medications for all children who are in out-of-home care as of 11/30/2011 above.

Reports

Number of Active Prescriptions by Length of Time Since Prescription Begin Date: Reports the number of active prescriptions by length of time since the prescription begin date. Determined by calculating the number of days between 11/30/2011 and the Prescription Begin Date in FSFN. Note that this report is a count of all prescriptions, not all children. The total number of prescriptions is greater than the number of children, as many

Count of Children by Number of Prescriptions: Reports the count of children by the number of medications prescribed. Determined by calculating the number of active prescriptions for each child.

Children with Multiple Active Prescriptions of the Same Medication: Reports the number of children who have the same medication active (i.e., medication is not end dated) in FSFN multiple times.

Children Active with One or More Current Prescriptions for a Psychotropic Medication, by Region/Agency and Age: Reports the number of children on psychotropic medications by age and CBC.

Number of Active Prescriptions by Length of Time Since Prescription Begin Date					
	Number of Days				
	30 Days or Less	Between 31 and 60 Days	Between 61 and 180 Days	Between 181 and 365 Days	Greater Than One Year
Big Bend CBC East	1	8	20	39	37
Big Bend CBC West	3		64	41	35
CBC of Brevard	4	6	14	50	82
CBC of Central Florida	1	15	33	69	257
CBC of Seminole		3	25	27	37
Child and Family Connections	20	33	117	145	173
ChildNet Inc.	10	19	73	77	128
Children's Network of SW Florida	4	6	56	59	106
Community Partnership for Children		24	70	62	39
DCF Child Welfare	8	1			2
Eckerd Community Alternatives	18	32	129	130	259
Families First Network	8	9	56	66	99
Family Support Services	38	75	68	46	4
Heartland for Children	7	8	49	49	125
Hillsborough Kids, Inc.	2	15	64	130	263
Kids Central, Inc.	27	43	69	63	49
Kids First of Florida Inc		1	51	12	1
Our Kids Inc	5	12	109	101	269
Partnership for Strong Families	51	50	41	22	4
Family Integrity Program	2	3	8	21	3
United for Families	3	7	14	23	45
Safe Children Coalition	2	18	61	66	52
Total	214	388	1191	1298	2069
Percent	4.1%	7.5%	23.1%	25.2%	40.1%

Note: This is a count of active prescriptions of psychotropic medications. It is not a count of children on these meds.

		Number of Active Prescriptions																	
		1	2	3	4	5	6	7	8	9	10	11	12	14	16	21	22	23	32
Big Bend CBC East	18	13	10	5	1	1													
Big Bend CBC West	28	19	7	9	2		1												
CBC of Brevard	35	30	7	5	2				1										
CBC of Central Florida	95	62	27	12	4	1													
CBC of Seminole	21	15	6	3	1	1													
Child and Family Connections	45	54	20	9	6	3	2	1	1	1	2			1	3	1	1		
ChildNet Inc.	111	46	19	5	3	2													
Children's Network of SW Florida	41	40	17	11	3														
Community Partnership for Children	53	31	18	4	2														
DCF Child Welfare	6	1	1																
Eckerd Community Alternatives	125	77	47	26	4	1	1	1											
Families First Network	68	40	18	9															
Family Support Services	62	41	12	6	3	2													
Heartland for Children	64	41	17	5	3	1													
Hillsborough Kids, Inc.	113	77	40	11	5	3													
Kids Central, Inc.	58	45	22	4	3	1													
Kids First of Florida Inc	16	15	2	2	1														
Our Kids Inc	121	90	33	10	3			1											1
Partnership for Strong Families	36	26	9	7	1	1						1							
Family Integrity Program	8	11					1												
United for Families	43	17	2	1	1														
Safe Children Coalition	53	31	15	7	1	1													
Total	1220	822	349	151	47	18	5	3	2	2	1	2	1	1	3	1	1	1	1

Children with Multiple Active Prescriptions of the Same Medication

	Children
Big Bend CBC East	2
Big Bend CBC West	5
CBC of Brevard	7
CBC of Central Florida	4
CBC of Seminole	3
Child and Family Connections	57
ChildNet Inc.	11
Children's Network of SW Florida	2
Community Partnership for Children	7
Eckerd Community Alternatives	14
Families First Network	5
Family Support Services	14
Heartland for Children	6
Hillsborough Kids, Inc.	9
Kids Central, Inc.	7
Our Kids Inc	15
Partnership for Strong Families	8
Family Integrity Program	1
United for Families	1
Safe Children Coalition	7
Total	185

Children Active with One or More Current Prescriptions for a Psychotropic Medication, by Region/Agency and Age

Region/Agency (Circuit)	Age																	Total
	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	
Northwest Region Total	2	2	1	2	4	14	11	11	19	16	17	12	15	12	22	22	27	38
BIG BEND CBC EAST (2)	0	0	0	0	0	1	1	1	2	5	3	4	4	1	0	7	4	8
BIG BEND CBC WEST (14)	1	1	0	0	0	9	4	5	2	4	4	2	4	4	4	4	7	11
DCF CHILD WELFARE (1,2,14)	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	1
Families First Network (1)	1	1	1	2	4	4	6	5	14	9	10	6	10	8	11	14	9	20
Northwest Region Total	4	4	1	2	10	10	14	20	20	34	22	27	24	28	32	45	43	39
Central Region Total	0	1	2	4	8	11	27	37	28	46	43	53	46	50	70	87	63	100
COMM. PARTNERSHIP FOR CHILDREN (7)	0	1	0	0	0	2	4	6	6	6	3	12	8	1	16	11	19	13
DCF Child Welfare (3,4,7,8)	0	0	0	0	0	0	0	0	0	1	0	1	0	1	0	0	0	0
Family Support Services (4)	0	1	1	2	3	4	6	9	7	7	9	7	9	11	13	16	10	11
Kids First of Florida Inc. (4)	0	1	0	0	1	2	1	2	2	1	2	1	3	0	6	4	3	36
PARTNERSHIP FOR STRONG FAMILIE (3,8)	0	0	0	0	4	2	1	1	2	1	3	5	2	2	1	3	1	29
St. Johns County Commission (7)	0	1	0	0	2	2	0	1	0	6	1	0	0	4	0	1	1	3
Central Region Total	0	1	2	4	8	11	27	37	28	46	43	53	46	50	70	87	63	100
Southwest Region Total	7	8	5	9	9	20	37	54	52	48	63	48	60	62	68	63	79	88
CBC of Brevard (18)	0	1	0	0	0	0	1	6	2	4	3	6	6	2	12	9	6	22
CBC of Central Florida (9)	0	0	1	1	1	3	9	8	9	22	10	13	16	19	18	27	14	30
CBC of Seminole (18)	0	0	0	2	4	1	1	2	0	2	0	5	3	4	3	2	10	7
Citrus County Sheriff (5)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
DCF Child Welfare (5,9,10,18,19)	0	0	0	0	0	0	0	0	0	0	0	0	0	2	0	0	0	2
Family Services of Metro Orlan (9)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
HEARTLAND FOR CHILDREN INC (10)	0	0	1	2	0	0	7	6	6	3	10	13	13	7	19	11	14	19
Kids Central, Inc. (5)	0	0	0	0	3	5	4	11	9	9	12	16	7	9	12	10	12	14
Seminole County Sheriff (18)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
United for Families (19)	0	0	0	0	0	0	5	6	0	10	3	2	1	7	5	8	7	8
Southwest Region Total	7	8	5	9	9	20	37	54	52	48	63	48	60	62	68	63	79	88
Children's Network of SW Flor (20)	0	1	1	1	3	2	3	15	8	8	8	7	7	4	13	11	13	7
DCF Child Welfare (12,20)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Eckerd Community Alternatives (6)	5	3	4	6	3	7	11	17	19	16	23	18	25	24	23	18	30	26
Eckerd Youth Alternatives Inc (6)	0	0	0	0	0	0	0	0	2	0	0	0	0	0	0	1	0	4
HILLSBOROUGH COUNTY SHERIFF (13)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Hillsborough KIDS, Inc. (13)	2	4	0	1	1	7	12	17	16	16	20	16	14	27	24	26	28	18
Manatee County Sheriff (12)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Pinellas County Sheriff (6)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
YMCA SOUTH (12)	0	0	0	1	2	4	11	5	7	8	12	8	14	7	7	7	8	7
Southeast Region Total	1	0	3	1	0	4	4	14	14	14	18	21	21	30	31	39	50	72
Broward County Sheriff (17)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Child and Family Connections (15)	1	0	0	0	0	0	2	6	6	6	7	8	13	12	17	16	22	34
ChildNet Inc. (17)	0	0	3	1	0	4	2	8	8	8	10	13	8	18	14	23	28	36
DCF Child Welfare (15)	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	1
Southeast Region Total	1	2	0	0	0	1	5	7	6	13	11	16	18	22	11	25	30	41
Our Kids Inc. (11,16)	1	2	0	0	0	1	5	7	1	13	11	2	1	11	1	2	5	2
Statewide Total	11	17	12	18	32	64	100	142	146	173	179	180	198	193	248	266	312	348
Total	250	38	48	66	135	375	558	858	858	858	858	858	858	858	858	858	858	858