



Policies and Procedures

<u>DEPARTMENT NAME</u>		
QUALITY MANAGEMENT		
<u>CHAPTER</u> 39	<u>SUBJECT:</u> CONCURRENT CASE PLANNING	<u>POLICY NUMBER:</u> QM 051
<u>APPROVAL:</u> DocuSigned by: <i>Nadereh Salim</i> DD82C90DF657470...	<u>EFFECTIVE DATE:</u> 7/3/2024	<u>REPLACES (policy # and date):</u> N/A

I. **PURPOSE:**

This policy has been developed to ensure concurrent planning for children is initiated within six (6) months, when case circumstances indicate that it is unlikely that permanency will be achieved within 12 months of entry into out of home care. To be effective, concurrent planning requires not only the identification of an alternative plan but also the implementation of active efforts toward both plans simultaneously with the full knowledge of all participants.

II. **REVIEW HISTORY:** This is a new policy.

III. **CONTACT:** Quality Management Director

PERSONS AFFECTED : Children's Network of Southwest Florida staff and contracted case management organizations.

239/226-1524 | fax 239/226/1115 | 2232 Altamont Ave | Fort Myers, FL 33901



The Children's Network of Southwest Florida is sponsored in part by the State of Florida,
Department of Children and Families

The Children's Network of Southwest Florida is committed to working with the community in building and maintaining a child protection system that promotes safety and stability for children and families.

POLICY: It is the policy of Children’s Network of Southwest Florida that appropriate steps are taken to maximize the use of concurrent planning.

IV. **RATIONALE:** The rationale of this policy is to ensure that proper steps are taken to maximize the use of concurrent planning.

V. **CROSS REFERENCES:** Senate Bill 664, CFOP 170-9, Chapter 39, FAC 65c-30

VI. **DEFINITIONS:**

Case Plan is a document prepared by the department with input from all parties. The case plan follows the child from the provision of voluntary services through any dependency, foster care, or termination of parental rights proceeding or related activity or process.

Concurrent Planning is defined as a requirement for the child welfare agency to simultaneously develop and implement two different permanency plan goals for a child in out-of-home care and make simultaneous reasonable efforts toward both goals with all case-plan participants.

VII. **PROCEDURES:**

A General Requirement

Each child shall have a case plan. Children’s Network of Southwest FL will utilize concurrent planning to promote the achievement of timely permanency for children within 12 months of their entry into out of home care.

1. At a minimum, the concurrent case plan must meet the requirements of section 39.6011
 - The case plan must include a description of the identified problem/problems being addressed, including the parent’s behavior or acts resulting in risk to the child and the reason for the intervention by the Department.
 - Family engagement standards established in CFOP 170-9 chapter 5, will be utilized when creating a case plan; as parents are most likely to succeed in making positive behavior changes that will impact their child’s safety and wellbeing when they are engaged in the case planning process.
2. When there is concurrent planning the Case Manager shall ensure the case plan includes services and tasks addressing both case plan goals.
3. Determining the appropriateness of concurrent case planning must occur in the initial stages of the case. Concurrent case planning discussions will occur during Case Transfer Staffings.

4. All referrals for services for parents will be made within 7 days of case transfer.
5. A Supervisory consultation will be completed within 5 days of case transfer during this time the Supervisor should also assess the need for concurrent planning.
6. Additional concurrent planning discussions will occur at the initial Permanency Staffing, to include, the parents, case management, Guardian ad Litem and other parties the parents deem apart of their support system. The initial Permanency staffing shall be completed no later than 60 days from the date of case transfer and every 4 months thereafter.
 - a. Permanency staffing Specialists will address parental engagement, reasonable efforts, family progress, child, parent & caregiver needs as well as discuss conditions for the child(ren) safe return to the home they were removed from.
7. Participants will be provided with an explanation of the purpose of concurrent planning and the implications for the case progression.
8. When a concurrent case plan is in effect, the child shall be placed in a setting where the caregivers are willing both to assist the biological family in successfully completing required tasks, which shall allow for the safe return of the child to his or her home, and be willing to provide a long-term, permanent, and stable living arrangement in the event that reunification is not achieved. 65C-28.004(6), F.A.C.,

Policy for case plan amendments.

- a. At any time a case plan can be amended (39.6013)
- b. If at the initial JR the court makes a finding that it's not likely that the child will be reunified within 12 months after removal, the Department must file with the court, a motion to amend the case plan and declare that it will use concurrent planning.
- c. The Department must file the motion no later than 10 business days after receiving the written finding of the court. The Department must attach the proposed amended case plan to the motion.
- d. If concurrent planning is already being used, the case plan must document the efforts the Department is taking to achieve the concurrent goal.

EXHIBITS: Any forms or other documents that are necessary to make the procedures workable for the organization or that provide additional explanation of the policies and procedures.