

Series: Foster Care
Policy Name: Concurrent Case Planning
Policy Number: FC 306
Origination Date: 10/29/10
Revision Date: 09/21/23
Regulation: 65C-30, FS 39.6011, FS 39.602, FS 39.6021, FS 39.621, CFOP 170-9
Applicable To: CPC Staff & Contracted Providers

PURPOSE: It is the policy of Community Partnership for Children, hereinafter referred to as CPC, to assure that every child and family has the opportunity to achieve timely legal permanency. Concurrent planning establishes a permanency goal in a case plan that uses reasonable efforts to reunify a child with the parent, while at the same time establishing another goal prior to a permanency hearing as defined by Florida Statutes 39.621.

PROCEDURE:

Each child shall have a case plan. CPC will utilize concurrent case planning to promote timely permanency achievement if reunification is not likely to occur within twelve (12) months from child's removal date.

1. At a minimum, the concurrent case plan must meet the requirements of Section 39.6011:
 - a. The case plan must include a description of identified problem(s) being addressed, including the parent's behavior or acts resulting in harm to the child and the reason for Department intervention.
 - b. Services will be identified to address the contributing factors and underlying conditions that lead to maltreatment and identified danger threat(s) to ensure the safety, permanency, and well-being of each child utilizing family engagement standards established by CFOP 170-9 Chapter 5.
 - c. Established outcomes must specify the nature, extent, and timing of the services so the expectations for child, parent, and caregiver are clearly communicated.
2. Determining the appropriateness of concurrent case planning must occur in the initial stages of the case.
3. Initial concurrent case planning discussions will occur during Case Transfer Conference (CTC) meetings between the parents, Investigations, Case Management, Guardian ad Litem, and other parties involved in the family's support network.
4. Case Transfer Conferences (CTC) will be held within five (5) business days after the child's removal. During the Case Transfer Conference, CPC will assess identified danger threats, caregiver protective capacities, current circumstances, family dynamics, child's age and needs, family's prior involvement with the Department, current and prior removal reasons, and other critical information needed regarding the child and family.

5. When the family has been involved in a prior removal episode involving the same maltreatment or has an extensive history with the Department, including previous service provisions and limited behavioral changes that assure child safety, permanency staffing will be held to address concurrent case planning prior to Arraignment Hearing (scheduled 30 days from removal).
6. Cases involving concurrent permanency goal as initial case plan goal:
 - a. Permanency Staffing Specialist will review FFA-Investigation, shelter petition, shelter order, case history, conditions for return, and other pertinent case information to prepare for permanency staffing discussion and proposed recommendation(s).
 - b. If concurrent goal is recommended as initial permanency goal, parties will determine the appropriateness of recommending six (6) month target date.
 - c. Case Manager and Case Manager Supervisor will establish outcomes and services prior to initial case plan conference and will provide proposed tasks to Children's Legal Services and Guardian ad Litem Program.
7. Participants will be provided an explanation of the purpose of concurrent planning and how it impacts the case.
8. Case Manager must ensure that the case plan includes services and tasks addressing both goals when there are concurrent permanency goals.
9. Case Manager must assess concurrent planning appropriateness when a parent is incarcerated or becomes incarcerated during Dependency case as required by Florida Statute 39.6021.
 - a. Case Manager will assist the incarcerated parent in preparation and completion of case plan.
 - b. Permanency staffing will be completed at onset of case if it is known that a parent is incarcerated with a sentence that extends beyond 12 months to assess appropriateness of concurrent planning or initial permanency goal recommendations if reunification is not likely to occur within twelve (12) months.
 - c. Each child has their own permanency goal; this is related to where they are placed and, at times, different parents. The goals will be updated during Judicial Review and Permanency Hearings of the case.
10. Children, when age appropriate, must be allowed to actively participate in their own case plan as well as any revision or addition to the plan. CPC will utilize family engagement practices and will ensure that children, caregivers, parents, and legal guardians participate in concurrent case planning efforts.

11. Permanency staffings will be held at four (4) months or prior to initial Judicial Review Hearing, (whichever is sooner), no later than ten (10) months from removal, and prior to all scheduled permanency hearings for all children in out of home care.
 - a. Permanency Staffing Specialists will address parental engagement, reasonable efforts, family progress, child's needs, and conditions for return during discussions.
 - b. Concurrent permanency goal recommendations, when appropriate, will be determined prior to scheduled initial Judicial Review Hearings to align with statutory requirements set forth by F.S. 39.621.

2. Attendance and Participation during Initial Case Plan Conference and Permanency Staffings:

- A. Attendance and participation in case plan conference and permanency staffings are required for Supervisors and assigned Case Managers.
- B. Assigned Level IV Case Manager or Program Operations Administrator must attend permanency staffings or initial case plan conferences in assigned Supervisor's absence.
- C. Case Manager must complete and attach all referrals as indicated in the case plan to the original final case plan prior to copying and distribution at the conclusion of the case plan conference.
- D. Supervisor must ensure that the parents' rights page, as well as the Case Manager's Proof of Receipt, and the certificate of services is completed prior to copies being made.

3. Additional Guidance:

- I. Case plan conferences will be conducted no later than 30 days after the Case Transfer Conference (per 65C-30.006(1)(f)).
- II. Case plans shall be filed and approved with the court within 60 days of the initial removal.
- III. Cases that begin as non-shelter Dependency and involve subsequent removal after disposition through motion to change custody must have permanency staffing to address concurrent planning prior to initial Judicial Review Hearing.

BY DIRECTION OF:

**Karin Flositz, Chief Executive Officer
Community Partnership for Children**

10/02/2023
Approval Date