

# NWF Health Network Policy & Procedure

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<b>Series:</b>	800: Performance and Quality Improvement	
<b>Policy Name:</b>	Exit Interviews for Children in Licensed Care & Case Manager Reviews of Foster Parents	
<b>Policy Number:</b>	806	
<b>Origination Date:</b>	02/02/2009	<b>Revised:</b> Board Meeting of 06/27/2024
<b>Regulation:</b>	65C-28.017, F.A.C. Exit Interviews 65C-45.0121, F.A.C. Level II Non-Child-Specific Foster Home Relicensing Requirements 65C-45.0122, F.A.C. Level III Safe Foster Home for Victims of Human Trafficking Relicensing Requirements 65C-45.0123, F.A.C. Level IV Therapeutic Foster Home and Level V Medical Foster Home Relicensing Requirements	

## Referenced Documents:

CF-FSP 5455, Feb 2022 – Child Exit Interview Form  
CF-FSP 5223, Feb 2015 – Case Manager/Case Worker Review of Foster Parent Form

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## Policy

*NWFHN adheres to the requirements set forth in 65C-28.017, F.A.C. Exit Interviews*

It is the policy of NWF Health Network (NWFHN) to require that all subcontracted Case Management Organizations (CMOs) and Adoptions providers ensure Child Welfare Professionals or designees to complete an Exit Interview with every child age five (5) and older up until the eighteenth (18<sup>th</sup>) birthday who leaves a Level II-V licensed out-of-home care placement, Residential Group Home, or Emergency Shelter if the child has resided in that placement for thirty (30) days more, as delineated in 65C-28.017, F.A.C.

All CMOs will ensure Child Welfare Professionals complete the *Case Manager/Case Worker Review of the Foster Parent* for every child who leaves a Level II-V licensed placement if the child has resided in that placement for 30 days or more, as delineated in 65C-45.0121, F.A.C for Level II homes, in 65C045.0122, F.A.C, for Level III homes and in 65C-45.0123, F.A.C. for Level IV and Level V homes.

All CMOs will ensure all child welfare professionals or designees who conduct exit interviews have received training from NWFHN.

For detailed information, please see F.A.C. here:

[65C-28.017 F.A.C. Exit Interviews](#)

## Procedure

- A. CMOs submission of the *Child Exit Interview Form* and *Case Manager/Case Worker Review of Foster Parent Form*
1. The interview shall be conducted within five (5) business days of the child's exit from the licensed out-of-home care placement.

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2. The *Child Exit Interview* Form and *Case Manager/Case Worker Review of Foster Parent* Forms will be submitted via email to [exitinterviews@nwfhealth.org](mailto:exitinterviews@nwfhealth.org) within two (2) business days of the child's interview.