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Human Trafficking Summit

OVERVIEW

The 2025 Human Trafficking Summit will launch virtually on Tuesday, September 30, 2025 and be available online through March 2026.

Florida's Human Trafficking Summit brings together local, state, and national leaders working to eradicate all forms of trafficking. The pre-recorded Human Trafficking Summit sessions will allow Florida to continue working to protect victims, prevent trafficking, and prosecute traffickers.

RESERVE NOW



INCIDENT REPORTING

TRAINING

Join us as we discuss Critical Incidents and the steps needed when we learn these incidents occurred. This training is virtual with the option of a morning or afternoon session.

August 13, 2025

10:00 -11:00 AM CST

or

2:00 3:00 PM CST

**REGISTER
HERE**



Wellness Corner

July is Social Wellness Month!

Social wellness is a key pillar of your overall health and wellbeing, and includes maintaining healthy, authentic relationships with friends, family, and your community. The practice involves staying connected with your community, meeting new people, and prioritizing time spent with loved ones, according to SAMHSA.



Team Members of the Month

Gabrielle Melvin, Twin Oaks Adoption Specialist

Gabbi is one incredible human being. She brings a level of humor and sarcasm to a field that can be dark. Since moving into the Adoption Recruitment Specialist position, Gabbi has connected to teenagers (specifically) and children in foster care that had refused to speak to anyone else. Her favorite line is, "My name is Gabbi because I gab a lot, so tell me to stop talking if you need to." She allows these children a safe atmosphere to be who they are while doing her absolute best to ensure permanency for them. Gabbi is one of a kind, dedicated to the children on her caseload, and a fierce advocate for everyone she cares for.

Christina Dexter, NWFHN Quality Improvement Specialist

Christina was absolutely instrumental in the success of the recent Fatherhood Conference. Her dedication, attention to detail, and commitment to upholding NWF Health Network's standards played a vital role in the event's impact and professionalism. From planning to execution, Christina went above and beyond to ensure every element of the conference reflected excellence. Her work ethic, collaborative spirit, and ability to manage it all not only contributed to a seamless experience but also elevated the overall quality of the event. Christina's efforts did not go unnoticed, her contributions left a lasting impression on attendees and staff alike. She embodies the values of NWFHN and is truly deserving of this recognition.

DCF Memo - Guidance on the Needs Assessment to be completed for young adults in and entering Extended Foster Care effective July 2025.

NEW INFORMATION: Effective July 1, 2025, CBC lead agencies must begin to utilize the Department approved standardized needs assessment and corresponding guide for young adults participating in EFC. The purpose of a needs assessment is to determine the level of support provided to the young adult specifically as it relates to financial support based on their needs and strengths and to assist with determining the allowance amount, if any. The young adult's basic needs should be met, and the allowance amount determined will be for discretionary expenses.

The Department has also created a guide for child welfare professionals to utilize when completing the needs assessment. The guide mirrors the structure of the Needs Assessment to detail the factors that should be taken into consideration under each section. The determined amounts for housing, basic needs, allowance, and other expenses should then be detailed in the financial resource section of the Shared Living Plan.

The needs assessment should be completed for current and incoming EFC young adults. Discussions surrounding income and assets, expenses, housing and basic needs should occur on a regular basis with the young adult but may not require a monthly update to the needs assessment. A new needs assessment should be completed at minimum every 6 months or whenever there is a change in circumstance including, but not limited to, the following scenarios:

- Change in Supervised Living Arrangement (including physical location change, change in persons residing in the home, or change to services being provided)
- Young adult begins to receive or stops receiving benefits such as SNAP, SSA payments, child support, or Sunshine CWSP
- Young adult obtains or ceases employment
- Young adult receives lump sum payment such as financial aid, SSA back payment, or tax return
- Young adult becomes a parent or has a child removed from their custody

Best practice is to obtain signatures in person by the young adult, but DocuSign or other electronic signature methods may be utilized. The completed form with signatures shall be uploaded to the FSFN file cabinet utilizing the category of Independent Living with the type of Assessments.

There is no statutorily required allowance nor monthly amount for EFC participants. This should be determined individually for each young adult based on the results of the needs assessment.

[Needs Assessment Memo 6.21.25.pdf](#)

[Needs Assessment 2025.pdf](#)

[Needs Assessment Facilitator Guide 2025.pdf](#)

NWFHN Operating Procedure Updates

[Employee Resources & Operating Policies – NWF Health Network](#)

NWFHN OP #	OP Name	Programs of Impact	Summary	Link
100	Case Management Engagement and Case Transfer Process	Case Management Organizations, Case Management, Data, Operations	This policy ensures that the transfer of primary responsibility for a case involving an unsafe child is based on sufficient information and understanding as to the impending danger threats that must be managed with a safety plan and remediated with a case plan pursuant to 65C-30.002, F.A.C., CFOP 170-1 Ch.7 and CFOP 170.9 Ch. 1. The policy also outlines requirements for Birth Verification in accordance with Senate Bill 664.	100-100
104	Eligibility Verification	Case Management Organizations, Case Management, RevMax, Nurse Care Coordination, Independent Living Programs	This policy ensures completion of TANF eligibility, Title IV-E, Medicaid and Third Party Benefit management of all clients in out-of-home care and to ensure appropriate enrollment into a health plan for physical and behavioral health care needs.	100-104
311	Child Welfare Specialty Plan	Case Management Organizations, Case Management, RevMax, Behavior Health and Nurse Care Coordination, Independent Living Programs	This policy ensures that the physical and behavioral health needs of children under supervision are met. NWFHN has entered into an agreement with Sunshine which guides our coordination of the delivery of Medicaid services to those children enrolled in the Sunshine State Child Welfare Specialty Plan. Eligible members includes Children in foster care placement, Independent Living, Guardianship placement and Adopted via foster care system in Florida.	300-311
402	Home Studies for Relative and Non-Relative Caregivers	Case Management Organizations and Case Managers	This policy ensures Case Management Organizations complete the Unified Home Study for relatives and non-relative foster families pursuant CFOP 170-1 Chapter 5 and in accordance with SB 664.	400-402
406	Case Chronological Documentation	All Programs and/or Providers with FSFN Access	This policy ensures that each child provided child welfare services through our Network has a specific record of all case activities maintained in the Comprehensive Child Welfare Information System (CCWIS) by providers with system access in accordance with SB 664. *Note CCWIS=FSFN	400-406
407	Concurrent Permanency Planning	Case Management Organizations and Case Managers	This policy requires that all Case Management Organizations support permanency planning in accordance with SB 664 to include assessment of appropriate case plan goals and ongoing efforts to achieve permanency pursuant CFOP 170-9 and 65C-30.006 F.A.C., NWFHN Policy 400-416 Adoption Criteria and Concurrent Planning.	400-407
409	Modifying a Case Plan	Case Management Organizations and Case Managers	This policy ensures Case management Organizations (CMOs) use ongoing assessments to update the case plan to create a self-correcting process that leads to finding what works for the child and family. The case plan will be modified when outcomes are met, strategies are determined to be ineffective, and/or new needs or circumstances arise pursuant to CFOP 170-9 Chapter 7 and in accordance with SB 664.	400-409
410	Reunification and Post-Placement Supervision	Case Management Organizations and Case Managers	This policy ensures Case Management Organizations to put forth reasonable efforts to reunify any child with an out-of-home safety plan as promptly as is possible and once appropriate pursuant CFOP 170-7 Chapter 12 and in accordance with SB 664. Reunification is active as of the date the child returns to the home with an in-home safety plan.	400-410
413	FFAO and Progress Updates	Case Management Organizations and Case Managers	This policy ensures Case Management Organizations (CMOs) ensure ongoing assessment will be utilized throughout the provision of services to the family. The family assessment will be completed to identify the strengths, resources and current risks that may impact child safety pursuant CFOP 170-1 Chapter 2 and 65C-30.005 F.A.C.	400-413
417	CMO-Adoptions Case Transfer Staffing	Case Management Organizations and Case Managers (to include Adoption Staff)	This policy ensures Case Management Organizations complete ongoing assessment that will be utilized throughout the provision of services to the family. The family assessment will be completed to identify the strengths, resources and current risks that may impact child safety pursuant CFOP 170-1 Chapter 2 and 65C-30.005 F.A.C.	400-417
418	Adoptive Home Study	Case Management Organizations and Case Managers (to include Adoption Staff)	This policy ensures Case Management Organizations providing adoption services ensure ongoing evaluations of adoption applicants for the purpose of Adoption through Adoption Home Studies to pursuant 65C-16.005, and	400-418
419	Adoption Applicant Review Committee	Case Management Organizations and Case Managers (to include Adoption Staff), Any Other Applicable Adoption Staff	It is the policy of NWF Health Network (NWFHN) to establish, maintain, and manage the adoption applicant review committee staffing in accordance with 65C-16, F.A.C.	400-419
421	Services to Adoptive Parents	Case Management Organizations and Adoptions	It is the policy of NWF Health Network (NWFHN), to mandate that their Adoption Provider provide transition and post adoption services to adoptive parents to address the child's needs and to prevent disruption or dissolution in accordance with 65C-16, F.A.C.	400-421
600	Termination of Parental Rights	Case Management Organizations and Case Managers	This policy ensures that the CMO's Dependency Case Managers (DCM) work with the Children's Legal Services (CLS) to effectively and efficiently manage the Termination of Parental Rights (TPR) process pursuant to Florida Statute 39.801 and in accordance to Senate Bill 664.	600-600
712	Contracting	Contracts Manager, Providers, CEO or designee	This policy manage contracts for services according to established procedures and with due regard for standards of best practice. (Update terms, bring in line with DCF contract language and ensure policy is applicable to both Child Protection and Behavioral Health contracts.)	700-712
714	Denial Appeal of Potential Contract Providers	Contracted Agencies and Individuals	It is the policy of NWF Health Network (NWFHN), to enter into formal contracts with agencies and individuals based on the types of services offered, the service philosophy, documentation of success, and relations with the community stakeholders. In the event a contract is terminated, the Contracting Agency may choose to appeal the termination through the below procedure. In the event a potential Contracting Agency is denied a contract, and the agency elects to appeal that decision, the agency shall follow the formal appeal proceedings below.	700-714