



**State of Florida**  
**Department of Children and Families**

**Rick Scott**  
*Governor*

**Mike Carroll**  
*Secretary*

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**Date:** February 11, 2016  
**To:** Regional Managing Directors  
**From:** Janice Thomas, Assistant Secretary for Child Welfare  
W Vicki Abrams, Assistant Secretary for Operations  
**Subject:** Quality Assurance Reviews on Child Fatalities

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**PURPOSE:** This memorandum is provided to clarify the expectations regarding completion of quality assurance reviews or “mini CIRRT reviews” on cases involving child fatalities when there is a prior history within the past 5 years.

**BACKGROUND:** Secretary Mike Carroll has set the expectation that quality assurance reviews using the format created for Critical Incident Rapid Response Team reviews will be completed on all child fatalities where the child or sibling has a history with Department within the previous 5 years. This expectation is further explained in the memorandum dated January 26, 2015 which is attached. It is important that all child fatalities which meet this criteria are reviewed as the Department is collecting more detailed information regarding these cases than even before in an effort to apply lessons learned to prevent future fatalities. This expectation applies to all child protective Intakes/Investigations including those worked by the Sheriff’s Offices who have responsibility for child protective investigations.

**ACTION REQUESTED:** Please disseminate this memorandum to all Family and Community Service Directors, Regional Child Fatality Prevention Specialists and Regional Quality Assurance Managers.

**CONTACT INFORMATION:** For additional information, please contact Lisa Rivera at (813) 337-5881 or (850) 294-4765, or email [Lisa.Rivera@myflfamilies.com](mailto:Lisa.Rivera@myflfamilies.com).