



State of Florida
Department of Children and Families

Rick Scott
Governor

Mike Carroll
Secretary

DATE: January 12, 2016

TO: Regional Managing Directors
Community-Based Care Lead Agencies
Sheriff's Offices conducting child protective investigations
Regional Family and Community Services Directors
DCF CBC Contract Managers

THROUGH: David Fairbanks, Deputy Secretary
Vicki Abrams, Assistant Secretary for Operations
Janice Thomas, Assistant Secretary for Child Welfare
Traci Leavine, Child Welfare Practice Director
Elisa Cramer, Community Services Manager

FROM: Kimberly Grabert, Human Trafficking Prevention Director

SUBJECT: Human Trafficking Screening Tool (HTST) and Level of Human Trafficking Placement Tool

PURPOSE: This memorandum outlines the statutorily required screening and assessment tools that have been developed for the identification and assessment of needs for the sexually exploited child.

BACKGROUND: Section 409.1754, Florida Statutes, created by the Legislature during the 2014 legislative session, cites administrative requirements for serving child victims of sexual exploitation.

The law requires the development or adoption of instruments for the identification, placement and assessment of needs for the sexually exploited child. Section 407.1754, Florida Statutes, says in part:

(1) **SCREENING AND ASSESSMENT.—**

(a) The department shall develop or adopt one or more initial screening and assessment instruments to identify, determine the needs of, plan services for, and determine the appropriate placement for sexually exploited children. The department shall consult state and local agencies, organizations, and individuals involved in the identification and care of sexually exploited children when developing or adopting initial screening and assessment instruments. Initial screening and assessment instruments shall assess the appropriate placement of a sexually exploited child, including whether

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~~placement in a safe house or safe foster home is appropriate, and shall consider, at a minimum, the following factors:~~

1. Risk of the child running away.
2. Risk of the child recruiting other children into the commercial sex trade.
3. Level of the child's attachment to his or her exploiter.
4. Level and type of trauma that the child has endured.
5. Nature of the child's interactions with law enforcement.
6. Length of time that the child was sexually exploited.
7. Extent of any substance abuse by the child.

(b) The initial screening and assessment instruments shall be validated, if possible, and must be used by the department, juvenile assessment centers as provided in s. 985.135, and community-based care lead agencies.

(c) The department shall adopt rules that specify the initial screening and assessment instruments to be used and provide requirements for their use and for the reporting of data collected through their use.

With statewide input and after two public hearings, the human trafficking rule, Chapter 65C-43, Florida Administrative Code, was adopted January 12, 2016.

As required in statute and rule, the following tools have been developed: Human Trafficking Screening Tool and Level of Human Trafficking Placement Tool.

Human Trafficking Screening Tool (HTST)

The Human Trafficking Screening Tool (HTST) was developed through a 23-member workgroup, co-facilitated by the Department of Children and Families (DCF) and the Department of Juvenile Justice (DJJ). The HTST is a common tool to be utilized by DJJ Juvenile Assessment Center (JAC) Assessors, by the Department of Children and Families' specially trained Child Protective Investigators, the Sheriff's Offices' Child Protective Investigators and Community-Based Care Lead Agency staff or their contracted providers as outlined below.

Department of Children and Families

The following indicators will trigger Child Protective Investigators (CPI) to conduct the HTST with a child or victim listed in their report. Only staff who have completed the Specialized Human Trafficking Training may complete the tool. A non-specialized CPI who recognizes any of the below indicators on a child or victim in an investigation is to request a specialized CPI to administer the screening tool.

Community-Based Care Lead Agencies

When a child on a dependency case managers' caseload has any of the following indicators, the case manager will refer the child to the community-based care lead agency's designated specialized screener(s) to conduct the HTST. If a dependent child already has a current designation in FSFN as confirmed CSEC-involved on the person

~~management page, the HTST does not need to be utilized on that child (CSEC = commercial sexual exploitation of children).~~

Human trafficking may be suspected for a number of reasons. The HTST is to be used by specially trained child protective investigators or case managers when any of the following indicators are present:

- Youth's acknowledgement of being trafficked.
- Report of human trafficking by parent/guardian, law enforcement, medical or service provider, teacher, child protective services, and/or juvenile probation officer.
- History of running away or getting kicked out 4+ times.
(Definition of running away or getting kicked out of home: Include times the youth did not voluntarily return within 24 hours, and include incidents not reported by or to law enforcement.)
- Child is 12 or older and has a history of allegations of sexual abuse (with or without findings) or a disclosure of sexual abuse by the child.
- Current incident or history of inappropriate sexual behaviors (not limited to prostitution).
- Child known to associate with confirmed or suspected CSEC youth.
- Child is recovered from runaway episode in a hotel or known area of prostitution.
- Child has no knowledge about the community he/she is located in.
- Child is not allowed or unable to speak for him/herself and may be extremely fearful.
- Child has no personal items or possessions (including identity documents if foreign born).
- Child appears to have material items that he or she cannot afford (e.g., cell phones, expensive clothing, tablets, etc.).
- Child shows signs of being groomed (e.g., hair done, nails done, new clothing, etc. that child cannot afford or justify how paid for).
- Suspicious tattoos or other signs of branding (e.g., tattoos of the trafficker's names, dollar signs, etc.).

Level of Human Trafficking Placement Tool

The Level of Human Trafficking Placement Tool was developed with the leadership of Dr. Leslie Gavin, clinical psychologist at Nemours Children's Hospital in Orlando, and a statewide work group co-facilitated between the Department of Children and Families and the Department of Juvenile Justice. The Level of Human Trafficking Placement Tool is a tool that can be utilized in the multi-disciplinary staffing process to assess the array of potential interventions and placements for the victim of sexual exploitation. This

~~range of intervention and placement options includes the full continuum of treatment~~
from community-level interventions within the child's existing home through dependency options of relative care, traditional foster care, group care, specialized therapeutic foster care, safe foster home, safe house, residential group setting, and locked residential mental health placement, requiring a suitability assessment.

The tool is designed to ensure the following five domains are considered and discussed in determining the appropriate level of placement. The five domains explore the child's risk of running, risk of placement disruption, motivation to engage in treatment, the level of familial and community support available to the child, and if the child needs to be outside of his/her resident county for safety. The discussion through these five domains should explore the potential for safe house placement and the possible benefits of, as well as barriers to, such a placement. In addition, it encourages the team to assess a full array of services and placement options for the child.

The Department must report annually to the Legislature the number of assessments completed and the outcome of the assessments, specifically if a safe foster home or safe (group) home was selected for placement, and if not, why not. The Screening, Placement and Services for Sexually Exploited Children and Young Adults Reporting Checklist is attached for collecting the information that must be reported to the Department monthly with an annual tally for reporting to the Legislature as required in section 39.524, F.S. The checklist was incorporated into Chapter 65C-43, F.A.C. Utilization of the Level of Human Trafficking Placement Tool should assist the community-based care organization with collection of the data for the annual legislative report.

Decisions for placement should be made on a case-by-case basis, based on the specific needs of the child being evaluated. There should not be a presumption that a safe foster home or safe house is the appropriate placement in every situation for a child who has been the victim of sexual exploitation. As community out-patient, in-home treatment options expand, the opportunity for less restrictive interventions can be explored.

ACTION REQUIRED: Please share this memorandum and the attachments as appropriate with your child protective and case management staff. If you are in need of additional trainings for staff in the area of human trafficking or use of the HTST or Level of Human Trafficking Placement Tool, please contact your Regional Human Trafficking Coordinator to schedule time. The Regional Human Trafficking Coordinators are:

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With the adoption of Chapter 65C-43, F.A.C., the Human Trafficking Screening Tool should be used statewide, as directed by section 409.1754, F.S.

All staff who utilize the Human Trafficking Screening Tool must have completed the six-hour Specialized Human Trafficking Training and be up to date on quarterly additional human trafficking training as referenced in the Training Requirements for Specialized Human Trafficking Designation Memo dated July 22, 2014 and in Chapter 65C-43, F.A.C.

ATTACHMENTS

Human Trafficking Screening Tool Administration Guide
Level of Human Trafficking Placement Tool
Screening, Placement and Services for Sexually Exploited Children and Young Adults
Reporting Checklist

cc: JoShonda Guerrier, Director of Child Welfare Strategic Projects
Ginger Griffeth, Director of Child Welfare Performance and Quality Management
Patricia Badland, Director of Child Welfare Operations
Center for Child Welfare