

## Baker Act Data Collection System Stakeholder Report

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Report Date: April 20, 2023

### 1. Completed Activities

- The Department created the Baker Act Data Collection System webpage which includes the following: [www.myFLfamilies.com/BADCS](http://www.myFLfamilies.com/BADCS)
  - A recording of a live training session.
  - Brief 'How To' videos.
  - Weekly project status reports.
  - Links to the database access forms and training required for submission.

### 2. Ongoing Activities

- The Department will revise rules in Chapter 65E-5, F.A.C. to reflect the new submission requirements.
- The Department will continue to gather user lists from receiving facilities, with a goal of 100 percent of user lists received by May 5, 2023.
- The Department will provide live training webinars on the new Baker Act Data Collection System every Friday, from 12 noon to 1:00 p.m. EST, beginning March 31, 2023, through May 5, 2023.

### Frequently Asked Questions

#### 1. When does this system go live?

Effective July 1, 2023, all designated Baker Act receiving facilities will submit Baker Act data and forms through the Department's Baker Act Data Collection System.

#### 2. Is there an opportunity to be a pilot facility?

Yes. Pilot facilities can begin using the system to submit Baker Act data/forms as early as May 1, 2023. If you are interested in becoming a pilot facility, please contact [DCF.BADCS@myflfamilies.com](mailto:DCF.BADCS@myflfamilies.com) no later than April 25<sup>th</sup>, 2023, and provide all required documentation for each facility user.

#### 3. What happens if I don't have an individual's social security number?

The Department has developed features within the new system to address this concern prior to the system's go-live date.

#### 4. Do I have to send any documents before I can use the system?

Yes. Prior to accessing the system, each user will need to provide the following:

- 2023 Security Awareness training certificate;



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- Completed SAMH Database and Application Access Request form; and
- Completed Access Confidentiality and Nondisclosure Agreement.

The training and forms are located at: [www.myflfamilies.com/BADCS](http://www.myflfamilies.com/BADCS) under the 'Next Steps for Baker Act Receiving Facilities' section. Please return your certificate and completed forms to: [DCF.BADCS@myflfamilies.com](mailto:DCF.BADCS@myflfamilies.com) no later than May 5, 2023.

**Please note that the *HIPAA Information and Action training certificate* is not required to access this system.**

### 5. Will I need to use the full social security number? New

Yes. If you have the individual's social security number (SSN), the complete social will need to be entered into the system. At this time, the complete SSN will be necessary to support Florida's school safety database, but the Department will continue to explore options for future versions of this system.