Florida Network of Youth and Family Services
Quality Improvement Program Report

Review of Seminole County Sheriff's Office SNAP Program

September 5, 2024

Overview

The Seminole County Sheriff's Office provides many different intervention and prevention programs to their community. The SNAP Program is just one of many managed by Chief Sharon Bryan who oversees the Department of Youth Services which includes the Juvenile Justice Division, the Child Protective Services Division, and the School Safety Division. The School Safety Division leads the safety and security initiatives for all schools throughout Seminole County and houses all of the school resource deputies. The Child Protective Services Division conducts the child protective investigations and houses the Crimes Against Children Unit for Seminole county.

The Juvenile Justice Division, led by Director Jerri Weathers, offers a broad-based spectrum of services, which includes the Juvenile Assessment Center, the Juvenile Detention Center, and the Youth Services Prevention and Enforcement Center. The Youth Services Prevention and Enforcement Center houses the Youth Intervention Services Unit, which provides community-based supervision for high-risk juvenile offenders and includes the SNAP Program for community-based prevention services for at-risk youth.

The Youth Intervention Services Supervisor, Jessica Bush, oversees the day-to-day operations for the SNAP program. Nancy Lawton also supports oversight for the SNAP Program should assistance be needed at any time as Operations Manager. They currently facilitate the SNAP for Youth program, SNAP in Schools and Communities, and SNAP Clinical Program U12. The QI Standard 2.10 Stop Now and Plan Indicator was reviewed for the CINS/FINS Monitoring Tool.

2.10 - Stop Now and Plan

QI Standard 2									
# of OPEN Clinical Group Files Reviewed		3		**# of OPEN SNAP in Schools Cycles Reviewed**			1		
# of CLOSED Clinical Group Files Reviewed		5		**# of CLOSED SNAP in Schools Cycles Reviewed**			1		

Provider has a written policy and procedure that includes a policy number, date of last review/revision/approval, meets all of the requirements for the indicator and is signed and approved?	**Yes**	**No**	Date last reviewed/approved: 06/30/24 Policy#/Title: SNAP/SNAP Fatherhood (6-11) SNAP for Youth Approved By: Jessica Bush

Youth/Client Name:	FNY1003302 **U12**	FNY1005566 **U12**	FNY1008772 **U12**	FNY1014181 **U12**	FNY1005125 **Youth**	FNY1007603 **Youth**	FLN0045350 **Youth**	FNY1013490 **Youth**	
(Circle One) File Reviewed is 'Open' or 'Closed':	Open **Closed**	Open **Closed**	Open **Closed**	Open **Closed**	Open **Closed**	Open **Closed**	Open **Closed**	Open **Closed**	*Enter data in above table*
Date of Admission:	06/10/23	09/15/23	10/18/23	03/18/24	01/26/23	09/01/23	09/13/23	01/31/24	**Roll Up TOTALS**
	1	2	3	4	5	6	7	8	
SNAP Clinical Groups									**TOTAL 88/88**
1 Youth are screened to determine eligibility and identify presenting problems using the NETMIS screening form and the SNAP Brief Intake screening form?	**YES** or NO Date: 05/05/23	**YES** or NO Date: 09/01/23	**YES** or NO Date: 10/09/23	**YES** or NO Date: 01/19/24	**YES** or NO Date: 08/15/23	**YES** or NO Date: 09/01/23	**YES** or NO Date: 08/22/23	**YES** or NO Date: 01/30/24	Total # of yes: 8 Total # of No: 0
2 Eligible youth have a consent signed by the parent/guardian prior to receiving services?	**YES** or NO Date: 06/10/23	**YES** or NO Date: 09/15/23	**YES** or NO Date: 01/19/23	**YES** or NO Date: 03/18/24	**YES** or NO Date: 01/26/23	**YES** or NO Date: 09/01/23	**YES** or NO Date: 08/22/23	**YES** or NO Date: 01/31/24	Total # of Yes: 8 Total # of No: 0
3 NIRVANA is initiated at intake? SSIS-Y is completed at intake by youth and uploaded or there is documentation, if unable to complete?	**YES** or NO Date: 06/10/23	**YES** or NO Date: 09/15/23	**YES** or NO Date: 10/18/23	**YES** or NO Date: 03/18/24	**YES** or NO Date: 08/15/23 (BOTH)	**YES** or NO Date: 09/01/23 (BOTH)	**YES** or NO Date: 09/13/23	**YES** or NO Date: 01/30/24	Total # of Yes: 8 Total # of No: 0
4 Pre - Child Behavior Checklist (CBCL)/ SSIS-C/T (or summary) is completed at intake by the caregiver and located in the file or there is documentation if unable to complete?	**YES** or NO Date: 06/10/23	**YES** or NO Date: 09/15/23	**YES** or NO Date: 10/18/23	**YES** or NO Date: 03/18/24	**YES** or NO Date: 08/15/23	**YES** or NO Date: 09/01/23	**YES** or NO Date: 01/30/24	**YES** or NO Date: 01/31/24	Total # of Yes: 8 Total # of No: 0

#	Item									Totals
5	Pre - Teacher Report Form (TRF) is completed by the teacher or if unable to be completed, there is documentation in the file?	YES or NO Date: 06/10/23	YES or NO Date: 09/18/23	YES or NO Date: 11/01/23	YES or NO Date: 03/18/24	YES or NO N/A Date	YES or NO N/A Date	YES or NO N/A Date:	YES or NO N/A Date	Total # of Yes: 4 Total # of No: 0 Total # of N/A: 4
6	TOPSE/HIT assessment is completed at intake and located in the file or there is documentation if unable to complete?	YES or NO Date: 06/10/23	YES or NO Date: 09/15/23	YES or NO Date: 01/23/23	YES or NO Date: 07/01/24	YES or NO Date: 08/15/23	YES or NO Date: 09/01/23 (HIT)	YES or NO Date: 09/13/23 12/14/23	YES or NO Date: 01/31/24	Total # of Yes: 8 Total # of No: 0
7	Post - Child Behavior Checklist (CBCL)/ SSIS-C/T (or printed summary) is completed at discharge by the caregiver and located in the file?	YES or NO Date: 12/12/23	YES or NO Date: 12/18/23	YES or NO Date: Documentation	YES or NO Date: 07/01/24	YES or NO Date: 07/01/24	YES or NO Date: 12/14/23	YES or NO Date: 04/15/24	YES or NO Date: 04/13/24	Total # of Yes: 8 Total # of No: 0 Total # of N/A:
8	Post – Teacher Report Form (TRF) or printed summary) is completed by the teacher or if unable to be completed, there is documentation in the file?	YES or NO Date: Documentation	YES or NO Date: Documentation	YES or NO Date: Documentation	YES or NO Date: Documentation	YES or NO N/A Date: TRF NOT REQUIRED	YES or NO N/A Date: TRF NOT REQUIRED	YES or NO N/A Date: TRF NOT REQUIRED	YES or NO N/A Date: TRF NOT REQUIRED	Total # of Yes: 4 Total # of No: 0 Total # of N/A: 4
9	TOPSE/HIT assessment is completed at discharge and located in the file or there is documentation if unable to complete?	YES or NO Date: 12/12/23	YES or NO Date: 12/18/23	YES or NO Date: Documentation	YES or NO Date: 07/01/24	YES or NO Date: 12/11/23	YES or NO Date: 12/14/23	YES or NO Date: 12/14/23	YES or NO Date: 04/17/24	Total # of Yes: 8 Total # of No: 0
10	NIRVANA is initiated at discharge? SSIS-Y is completed at discharge by youth and uploaded or there is documentation, if unable to complete?	YES or NO Date: 12/12/23	YES or NO Date: 12/18/23	YES or NO Date: Documentation	YES or NO Date: 07/01/24	YES or NO Date: 12/11/23 (BOTH)	YES or NO Date: 12/14/23 (BOTH)	YES or NO Date: 12/14/23 (BOTH)	YES or NO Date: 04/24/24 (N) 04/10/24 (SSIS)	Total # of Yes: 8 Total # of No: 0
12	SNAP Discharge Report Summary	YES or NO Date: 12/14/23	YES or NO Date: 12/19/23	YES or NO Date: 03/18/24	YES or NO Date: 07/08/24	YES or NO Date: 12/14/23	YES or NO Date: 12/19/23	YES or NO Date: 12/19/23	YES or NO Date: 05/19/22	Total # of Yes: 8 Total # of No: 0

SNAP in Schools		Top Kids - Jones	Midway Safe Harbor	English Estates Matlock	
Class/Group Name:		COMPLETED	COMPLETED	COMPLETED	**TOTAL: 18/18**
Last completed session: (Review one full cycle when available or note if cycle not fully complete)		**1**	**2**	**3**	
1	**Weekly attendance sheet with youth names and/or identifying number is completed with signatures of teacher and SNAP facilitator(s) for all 13 sessions?**	YES or NO Date: 08/18/23	YES or NO Date: 01/25/23	YES or NO Date: 05/16/24	Total # of Yes: 3 Total # of No: 0
2	**Class Shoot for Your Goal' sheet is documented and complete?**	YES or NO Date: 08/17/23	YES or NO Date: 01/17/24	YES or NO Date: 05/16/24	Total # of Yes: 3 Total # of No: 0
3	**Pre and Post evaluations are documented and complete for each youth?**	YES or NO Date: 08/17/23-PRE 11/17/23-POST	YES or NO Date: 01/17/24-PRE 04/24/24-POST	YES or NO Date: 03/14/24-PRE 05/16/24-POST	Total # of Yes: 3 Total # of No: 0
4	**Pre and Post evaluations are documented and complete for teacher?**	YES or NO Date: 08/18/23-PRE 11/12/23-POST	YES or NO Date: 01/24/24-PRE 04/24/24-POST	YES or NO Date: 03/14/24-PRE 05/16/24-POST	Total # of Yes: 3 Total # of No: 0
5	**One (1) Fidelity Adherence Checklist is completed per classroom for the 13-week session cycle?**	YES or NO Date: 11/10/23	YES or NO Date: 02/14/24	YES or NO Date: 04/18/23	Total # of Yes: 3 Total # of No: 0
	All SNAP Facilitators have evidence of their SNAP Certification Certificate?				Yes or No

2.10 – Stop Now and Plan Standard Summary:

The Florida Network of Youth and Family Services (FNYFS) conducted a QI monitoring visit for Seminole County Sheriff's Office SNAP Program for the FY 2023-2024. Seminole County Sheriff's Office is contracted with the Florida Network of Youth and Family Services (FNYFS) to provide SNAP services in their community. The review was conducted by Lauren Maldonado, Clinical Program Manager from FNYFS. Lauren Maldonado reviewed the youth files and documents related to SNAP and SNAP in Schools and Communities. The agency representative from Seminole County Sheriff's Office that participated in the review was Jessica Bush. There are **27** current SNAP Trained Facilitators. Their team is comprised of staff with specific roles that include, but are not limited to, an "Intake Specialist", "Case Manager", and "Group Leader". There are also two dedicated case managers specific to SNAP for Youth and two dedicated case managers specifically for SNAP in Schools and communities.

Overall, the review found that Seminole County Sheriff's Office is in compliance with specific contract requirements. Seminole County Sheriff's Office received an overall compliance rating of **100%** for achieving full compliance with the 2.10 Stop Now and Plan indicator of the CINS/FINS Monitoring Tool. There were no corrective actions as a result of the monitoring visit. It is easy to obtain a good working knowledge of the dynamics involved with each family served based on the documentation in the youth files. The consistent support and team work is even evident in the documentation and demonstrates a true team effort.

SNAP U12 & YOUTH Groups: TOTAL Yes = 88
  TOTAL No = 0
  TOTAL = (88/88) = 100%

Overall, the required documents were completed and uploaded for each youth file reviewed or there was documentation in the file for any missing documents. For youth FNY1008772, documentation was included that determined that the family decided to voluntarily end services before the end of the SNAP U12 group cycle, which is why the post assessments were not completed and documentation was provided in the file. For the SNAP U12, the other three files were between school breaks for winter and summer. For the SNAP for Youth files, the post TRF is not a file requirement. There is thorough documentation of quality services being offered and individualized for each youth and family's needs.

SNAP In Schools & Communities (SICS):
  TOTAL Yes = 18
  TOTAL No = 18
  TOTAL = (10/10) = 100%

All required documents were completed and organized per individual group/classroom, as well as uploaded into OneDrive. It was found that one Fidelity Adherence Checklist missing from NetMIS and OneDrive for the English States classroom group cycle. However, evidence of that completed document was provided immediately upon request when discovered. The SNAP program documentation is clear, thorough, and intentional. Please continue to ensure that all required data is entered into NetMIS and uploaded to OneDrive within 72 business hours per policy to ensure that the data reports reflect an accurate picture of the level of care and quality that is provided to every youth served by your SNAP Team.