



Florida Parenting Plan

Required Elements Checklist

Under Florida Statute §61.29, every case involving minor children requires a parenting plan. This checklist identifies each required and recommended element. Use it to verify completeness before submitting your plan to the court.

1. Party & Child Identification

Fla. Stat. §61.29(3)

- ☐ Full legal names of both parents
- ☐ Date of birth for each parent
- ☐ Full legal name(s) of minor child(ren)
- ☐ Date of birth for each child
- ☐ Current addresses of both parents
- ☐ Case number and court of jurisdiction

2. Time-Sharing / Parenting Schedule

Fla. Stat. §61.13(2)(b)1

- ☐ Regular weekday schedule specifying each parent's days
- ☐ Regular weekend rotation clearly defined
- ☐ Specific pickup and drop-off times for each exchange
- ☐ Designated exchange location(s)
- ☐ Schedule accounts for each child's school and activities
- ☐ Holiday schedule — which parent has child each major holiday
- ☐ Alternating holiday rotation or fixed holiday allocation
- ☐ School break schedule (winter, spring, summer)
- ☐ Birthday and special occasion provisions
- ☐ Annual vacation time allotment for each parent
- ☐ Advance notice requirement for vacation planning
Recommended: minimum 30-day written notice
- ☐ Geographic / travel restrictions for domestic travel
- ☐ International travel provisions and passport control
See Fla. Stat. §61.13(4)(b) — consent or court order required

3. Parental Responsibility & Decision-Making

Fla. Stat. §61.13(2)(b)2–3

☐ Designation: shared parental responsibility or sole parental responsibility
Florida defaults to shared — Fla. Stat. §61.13(2)(c)

☐ Healthcare decisions — routine and emergency

☐ Educational decisions (school enrollment, IEP, tutoring)

☐ Religious upbringing and activities

☐ Extracurricular activities — enrollment and financial responsibility

☐ Mental health / therapy decisions

☐ Dispute resolution process when parents disagree
Mediation strongly recommended before court filing

☐ Tie-breaking authority identified (if applicable)

☐ If sole responsibility granted — factual basis documented
Must show shared responsibility is detrimental — §61.13(2)(c)2

4. Communication Protocols

Fla. Stat. §61.13(2)(b)4

☐ Preferred communication method between parents (email, app, text)
Co-parenting apps (OurFamilyWizard, TalkingParents) recommended

☐ Expected response time for non-emergency communications

☐ Process for urgent / emergency communications

☐ Child's right to contact the other parent during time-sharing

☐ Frequency and timing of child–parent calls / video calls

☐ No interference or monitoring of child–parent communications

☐ Neither parent to denigrate the other in front of the child

5. Transportation & Exchange Logistics

Fla. Stat. §61.13(2)(b)5

- ☐ Who provides transportation at the start of each parent's time
- ☐ Who provides transportation at the end of each parent's time
- ☐ Neutral exchange location specified (if direct contact problematic)
- ☐ Protocol if a parent is late to an exchange
- ☐ School drop-off / pickup responsibilities during each parent's time
- ☐ Transportation to extracurricular activities — responsibility defined
- ☐ Child car seat and safety equipment responsibility

6. Education & School Provisions

Fla. Stat. §61.13(2)(b)6

- ☐ Designated school(s) the child will attend
- ☐ Process for changing schools or enrollment decisions
- ☐ Both parents authorized to access school records
Federal FERPA rights apply independently
- ☐ Both parents may attend school events, conferences, performances
- ☐ Both parents may communicate directly with teachers and staff
- ☐ Homework responsibility during each parent's time
- ☐ Tutoring / special education decisions addressed

7. Healthcare & Medical Provisions

Fla. Stat. §61.13(2)(b)7

- ☐ Health insurance — which parent maintains coverage
- ☐ Process for uninsured / out-of-pocket medical expenses
- ☐ Split of unreimbursed medical costs (typical: 50/50)
Document agreed percentage clearly
- ☐ Both parents may access medical records
- ☐ Both parents may communicate directly with healthcare providers
- ☐ Emergency medical decision authority identified
- ☐ Mental health / therapy — consent and confidentiality addressed
- ☐ Prescription medications management during time-sharing

8. Relocation Provisions

Fla. Stat. §61.13001

- ☐ Notice requirement for any proposed relocation (60-day written notice required by statute)
Applies to moves ≥ 50 miles for ≥ 60 days — §61.13001(2)
- ☐ Content requirements for relocation notice addressed
Must include new address, phone, proposed modified schedule
- ☐ Agreement process if non-relocating parent consents
- ☐ Court petition process if relocation is contested
- ☐ Temporary parenting plan during relocation proceedings

9. Plan Modification

Fla. Stat. §61.13(3)

- ☐ Substantial, material, and unanticipated change required for modification
Routine disagreements do not meet the threshold
- ☐ Informal agreements are not enforceable — modifications must be court-approved
- ☐ Process for agreed modifications (stipulated order vs. hearing)
- ☐ Temporary modification process for short-term schedule changes

10. Additional Provisions

Fla. Stat. §61.13(2)(b)8

☐ Right of first refusal — other parent offered childcare before third parties
Recommended for absences of 4+ hours

☐ Firearms / weapons storage and safety provisions

☐ Social media and technology use guidelines (if applicable)

☐ Discipline philosophy — no corporal punishment clause (recommended)

☐ New romantic partners / introduction to the child timeline (if applicable)

☐ Substance abuse restrictions (if applicable)

☐ Domestic violence safety provisions (if applicable)
See Fla. Stat. §741.28 for definitions

☐ Electronic monitoring / GPS restrictions