**Contract Correspondence Transmittal (CCT)**

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| **CCT Number:** 12-01 | **Date of Issue:** January 25, 2012 |
| **Division/Branch:** Protection and Permanency | |
| **Key Words/Phrases:** Placement Process | |

Dear PCC/PCP Provider,

The Department has been working with the Children’s Review Program (CRP) to develop an enhanced process to assist DCBS staff in matching children’s treatment needs to programs providing appropriate evidenced based practices to meet those needs. A change to the existing placement process is being driven by concerns from both DCBS staff and private providers, as well as the Department’s work towards meeting the CFSR standards.

DCBS and CRP will implement the new placement process beginning on February 1, 2012. The Regional Placement Coordinators will use the new system to input a child’s three (3) primary treatment needs. The system will bring up all programs that match a child on age, gender, level of care and IQ. It then sorts them by the number of Evidence Based Practice (EBP) and other service provided for up to three (3) related issues/behaviors and lists the EBPs and other services.   Programs with no EBPs or other services will be listed, they will just be at the bottom of the list and there will be an indication that they provide no EBP or other service for the marked issues/behaviors.  The list will be generated and sent to the DCBS social services worker. This list may be sorted by county, region, and statewide proximity. The DCBS social services worker will continue to make all placement decisions based on the best interest of the child.

Information from the programs can be viewed at <https://kyapp.bluegrass.org/crp/> by clicking on the “Criteria View” under the PCC Worker tab. It will be very important to keep this information current in order for DCBS to make the best placement choices. Changes to information can be made by contacting CRP.

Questions or changes regarding staff lists and administrators should be directed to Tye Reece at [jtreece@bluegrass.org](mailto:jtreece@bluegrass.org). All other questions and requests for additions or corrections should be emailed to Nina Begley at [nlbegley@bluegrass.org](mailto:nlbegley@bluegrass.org).

If you have questions concerning this transmittal, please contact Julie Cubert at [Julie.Cubert@ky.gov](mailto:Julie.Cubert@ky.gov) or Lea Sallengs at [Lea.Sallengs@ky.gov](mailto:Lea.Sallengs@ky.gov).

Thank you in advance for making this new placement process a success.

Sincerely,

Michael Cheek

Director