

In This Issue

- **Important Notice**
- PPTL
- PPM
- Field Draft Reviews (FDR's)
- Did You Know?

Miscellaneous

- We continue to work on issues in the new SOP manual. If you encounter a specific issue, please notify [Melanie Daniels and Julie Cubert](#) or send an email to DPPSOPEditor@ky.gov. We appreciate your patience and working with us on a successful transition.

Important Notice

DCBS staff are required to use form versions that are within the SOP manual. Modified versions that are not in the SOP manual are **not permitted**. Some forms are incorporated into the Kentucky Administration Regulation (KAR) and can **only be modified** through amending regulations. Other forms within the SOP manual go through a formal vetting and approval process. Using unapproved versions of these forms can lead to liability issues for the user and can lead to incorrect information being provided/captured. If you have suggestions for modifications to any form currently in the SOP manual, please send those and why the modification is needed to dppsopeditor@ky.gov for consideration.

PPTL

- **PPTL 22-23 SOP 11.38 and SOP 13.46.1**

PPM

- **PPM 22-14 ASFA Exemption Template**

Field Draft Reviews (FDR's)

- FDR SOP 1.7 Family Team Meeting
- FDR SOP 4.14 Timeframes for All OOHC Cases
- FDR SOP 11.35 Voluntary Termination of Parental Rights (TPR)
- FDR SOP 11.35.1 (Delete)
- FDR SOP 12.17 Foster and Adoptive Home Reviews

The FDR comments/feedback will be due by **COB January 3, 2023**. Please submit comments/feedback to DPPSOPEditor@ky.gov. If you need your region's contact person, reach out to Julie Cubert and/or Melanie Daniels via email.

Did You Know?

- **Did You Know? Case Plan Modifications**