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Miscellaneous

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

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.

Field Draft Reviews (FDR's)

- FDR SOP 2.6 Completing the CPS Intake
- FDR SOP 2.12 Completing the Assessment and Documentation Tool (ADT)
- FDR SOP 2.13 Structured Decision Making Safety and Risk Assessments
- FDR SOP 10.4 Request to Place a Kentucky Child in Another State with a Parent or Relative-Fictive Kin Caregiver-Court Jurisdiction Only Cases
- FDR SOP 10.5 Request to Place a Kentucky Child in Another State for Foster Care or Adoption
- FDR SOP 4.28 Meeting Educational Needs
- FDR SOP 4.28.1 Educational Assessment
- FDR 4.28.2 Providing Educational Services Under the Individuals with Disability Act (IDEA)

Field Draft Review Forms

- Out-of-State (OOS) Private Child-Placing (PCP) Contract
- Interstate Compact on the Placement of Children (ICPC) and Private Child-Placing (PCP) Placement Cover Letter

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- **Best Interest Determination**
 - **Dispute Resolution Process for Best Interest**
 - **Dispute Resolution**
 - **ESSA Transportation Agreement**
 - **ESSA Transportation Mileage Reimbursement Request**
 - **Uninterrupted Scholars Act**

(See attached zip file for the above FDR's)

The FDR comments will be due by April 17, 2023.