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Prevention Contract Correspondence Transmittal

PCCT Number: 26-01	Date of Issue: 10/08/26
Issuance: Division of Prevention and Community Well-Being, Dr. Jennifer Thornhill, Assistant Director	
Key Words/Phrases: Referrals: Youth Villages, Intercept (Prevention Services, Out of Home Care Services, and Post Adoptive Services)	
Attachments/Forms:	

Purpose: The purpose of this Prevention Contract Correspondence Transmittal (PCCT) is to provide updated guidance to the Cabinet for Health and Family Services (CHFS) regarding Evidence Based Practice Referrals (EBP) for the Youth Villages (YV), Intercept program.

Intercept Referrals:

- All prevention referrals for Intercept must be entered into TWIST.
- For children in out-of-home care (OOHC), only children on a trial home visit (THV) will qualify for the Intercept intervention, and the referral must be entered in TWIST
- Children in out-of-home care (OOHC) outside of a THV will no longer qualify for the Intercept intervention.
- Referrals for post-adoptive families may be submitted outside of TWIST by an **Post-Adoption Specialist only**.

Waitlisted Families:

- If a child on the waitlist for Intercept is removed from the home, the referral should be marked **“Not Appropriate.”**
- A new referral may be submitted once the child has returned home on a **THV**.

Removals: If a child receiving the Intercept intervention is removed from the home:

- The Social Worker will immediately notify the Regional Specialist/Gatekeeper and Youth Villages so the intervention can be closed.

Process Of Prevention Program Enrollment: CHFS retains case management responsibilities for all DCBS referrals. The service provider is expected to work in partnership with CHFS to facilitate implementation of Intercept and the ongoing provision of services.

- Referrals to Intercept will be made through The Worker Information System (TWIST) by DCBS staff.
- Referrals will be reviewed by the CHFS regionally designated, referral and selection personnel to ensure eligibility criteria are met.
- Referrals will be received by the provider **electronically through the KY TWIST Payment System**.
- YV will **confirm receipt of referral** with the DCBS Gatekeeper within **24 business hours**.
- YV will complete **pre-admission** assessment scheduling within **48 business hours**. These initial assessments are generally conducted via phone or telehealth, when appropriate, to determine appropriateness and willingness of the family's participation in Intercept services.
- Following completion of the pre-admission assessment, the **face-to-face admission session** (including assessment of safety of the child and family in the home and appropriate safety planning) is scheduled/attempted within **24 business hours**.
- YV will complete and submit to the current DCBS worker, any documentation of family assessment, and the family treatment plan following acceptance of the referral.
- YV will provide service intensity based on the needs of the family. Intensity should be an average of 3 days of treatment a week, as appropriate to the family needs or safety enhancements needs.
- YV will communicate changes in the child and/or family's custody or placement status to the DCBS Gatekeeper(s).

Process Of Post Adoptive Program Enrollment:

- Referrals for post-adoptive families may be submitted outside of TWIST by an **Post-Adoption Specialist only**.
- The Adoption Branch Designee will alert the family social worker and reach out to Youth Villages directly for enrollment of any post-adoptive case.

If you have any questions regarding this guidance for Prevention Cases, please contact Division of Prevention and Community Well-Being Assistant Director, Dr. Jennifer Thornhill at Jennifer.Thornhill@ky.gov, Prevention and Evidence-Based Practices Branch Manager, Charity Roberts Charity.Roberts@ky.gov or Evidence Based Program Social Service Specialist, Jaime Tipton Jaime.Tipton@ky.gov.

If you have any questions regarding this guidance for Post-Adoption Cases, please contact Adoption Branch Manager, Veronica Sears, at Veronicaj.Sears@ky.gov.