**PROTECTION AND PERMANENCY MEMORANDUM, 15-14**

**TO:** Service Region Administrators

Service Region Administrator Associates

Service Region Clinical Associates

Regional Program Specialists

Family Services Office Supervisors

**FROM:** Tina Webb, Assistant Director

Division of Protection and Permanency

**DATE:**  November 6, 2015

**SUBJECT:** Case PlanObjectives for Children Placed with Relatives

The purpose of this memorandum is to remind staff that when a child is placed with a relative, a secondary family level objective must be completed on the case plan. This is not a new requirement, but language is being added to [SOP 3.4 Initial In Home Case Planning Conference](https://manuals.sp.chfs.ky.gov/chapter%203/06/Pages/34PreparationfortheInitialCasePlanningConference.aspx) and [SOP 3.13 Ongoing Case Planning](https://manuals.sp.chfs.ky.gov/chapter%203/07/Pages/314OngoingCasePlanning.aspx) in order to clarify this process for workers. This objective should outline tasks and services put in place to ensure the child’s safety in the relative’s home.

If you have any questions regarding this memorandum, please contact:

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