**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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