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**PROTECTION AND PERMANENCY MEMORANDUM, 23-02**

**TO:** Service Region Administrators  
Service Region Administrator Associates  
Service Region Clinical Associates  
Regional Program Specialists  
Family Services Office Supervisors

**FROM:** Vanessa Hunter, Assistant Director  
Division of Protection & Permanency

**DATE:** April 25, 2023

**SUBJECT:** Pediatric Forensic Medicine Consultations

The purpose of this memorandum is to advise staff that the process for requesting a pediatric forensic medicine consultation has changed. Effective May 1, 2023, pediatric protection specialists will no longer be able to accept referrals from DCBS for children who are not seen at a Norton Healthcare facility. The only exception to this new policy is regarding children for whom hair toxicology is being requested. Pediatric protection specialists will continue to see those children and collect their hair, as this is not currently a service provided by Kentucky Children's Hospital, Division of Pediatric Forensic Medicine.

Additionally, Norton Children's pediatric protection specialists will only be available for calls Monday – Friday from 8:00am – 5:00pm EST. There will no longer be after-hours call coverage.

For children who will **not** be seen at a Norton Health facility, pediatric forensic medicine consults will need to be routed to the Kentucky Children's Hospital, Division of Pediatric Forensic Medicine until further notice. Please refer to the UK Pediatric Forensic Medicine Quick Reference Sheet located [SOP 2.23](#) for referring a child to UK for evaluation of suspected child maltreatment.

If you have any questions or concerns regarding this information, please contact:

Tara Cecil, Child Protection Branch Manager  
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