



CABINET FOR HEALTH AND FAMILY SERVICES
Department for Community Based Services
Division of Protection and Permanency

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PROTECTION AND PERMANENCY MEMORANDUM, 23-07

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

FROM: Jennifer Thornhill, Branch Manager
Prevention & Community Well-Being Division, Prevention Evidence
Based Practices

DATE: June 30, 2023

SUBJECT: KSTEP Program Brochure & Acknowledgement Form

The purpose of this memorandum is to notify staff of two new forms that have been added to [SOP 6.2 Kentucky Strengthening Ties and Empowering Parents \(KSTEP\)](#).

[Kentucky Strengthening Ties and Empowering Parents \(KSTEP\) Program Brochure](#): DCBS workers should provide the brochure to clients to explain the KSTEP program services and requirements.

[Kentucky Strengthening Ties and Empowering Parents \(KSTEP\) Acknowledgement Form](#): The form should be signed by clients to acknowledge that they have received the KSTEP program brochure, understand the program expectations, and agree to participate in the KSTEP program.



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