



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

**Andy Beshear**  
Governor

275 East Main Street, 3E-A  
Frankfort, KY 40621  
Phone: 502-564-6852  
Fax: 502-564-4653  
[www.chfs.ky.gov/agencies/dpbs](http://www.chfs.ky.gov/agencies/dpbs)

**Eric C. Friedlander**  
Secretary

**Lesia Dennis**  
Commissioner

**PROTECTION AND PERMANENCY MEMORANDUM, 24-06**

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

**FROM:** Tracy DeSimone, Assistant Director  
Division of Protection & Permanency

**DATE:** March 25, 2024

**SUBJECT:** Kentucky Child and Family Services Review Process Manual

The purpose of this memorandum is to advise staff of updates to the [Kentucky Child and Family Services Review Process Manual](#). Minor updates were made to the KY CFSR Process Manual to align with federal requirements for Round 4 of the CFSR.

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

Melanie Day, Quality Assurance Branch Manager  
[Melanie.Day@ky.gov](mailto:Melanie.Day@ky.gov)