



**CABINET FOR HEALTH AND FAMILY SERVICES**  
**Department for Community Based Services**  
**Office of the Commissioner**

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**Lesa Dennis**  
Commissioner

**PROTECTION AND PERMANENCY MEMORANDUM, 25-02**

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

**FROM:** Kelli Root, Assistant Director II  
Division of Protection and Permanency

**DATE:** February 10, 2025

**SUBJECT:** SOP 11.27 and SOP 11.28

The purpose of this memorandum is to provide a clarification for [SOP 11.27 Court Reports](#) and [SOP 11.28 Dispositional Hearing](#). Language clean-up was needed to ensure both policies reflect that the [AOC-DNA-12 Dependency/Neglect or Abuse Dispositional Report](#) and the annual permanency review (APR) should be provided to the courts within seven (7) working days.

If you have any questions concerning this memorandum or the form, please contact:

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