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PROTECTION AND PERMANENCY MEMORANDUM, 26-10

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

FROM: Clifton S. Bryant Jr., Assistant Director II
Division of Protection and Permanency

DATE: October 28, 2026

SUBJECT: SOP G1.12 On-Call Activities

This memorandum informs staff that adult protective services (APS) information has been added to [SOP G1.12 On Call Activities](#). To ensure consistent screening decisions statewide, **APS** and CPS reports received on call are documented and screened using the KY SDM® Intake Assessment Tool (located in TWIST) or the [Child Protection After Hours Call Sheet](#) or [After Hours Adult Protective Services \(APS\) Call Sheet](#). On-call reports are screened by the county staff who are scheduled to be on call when the report is received. For APS reports, the FSOS or designee will utilize the [SOP Chapter A1 Adult Protective Services \(APS\) Intake](#) to make the determination; the [KY SDM® Intake Policy and Procedures Manual, Adult Protective Services Assessment Manual](#), and the SDM® Intake Assessment Tool (in TWIST) will be used to make the determination.

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

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