**PROTECTION AND PERMANENCY TRANSMITTAL LETTER, 11-07**

**TO:** Service Region Administrators

Service Region Administrator Associates

Service Region Clinical Associates

Regional Program Specialists

Family Services Office Supervisors

**FROM:** Michael Cheek, Director

Division of Protection and Permanency

**DATE:**  June 15, 2011

**SUBJECT:**  Revisions to Chapters 25 APS Court and 30 Quality Assurance and Organizational Integrity and the Release of a New Tip Sheet

Please review the following SOP revisions and new tip sheet:

* [SOP 25.5 Referrals for Civil Protective Orders (KRS Chapter 403)](https://manuals.sp.chfs.ky.gov/chapter%2025/Pages/255ReferralsforCivilProtectiveOrders(KRSChapter403).aspx) – Revision was made to reflect KRS change regarding the individuals permitted to petition the court for civil protective orders.
* [SOP 30.12 APS Open Records and Confidentiality](https://manuals.sp.chfs.ky.gov/chapter30/33/Pages/3012APSOpenRecordsandConfidentiality.aspx) – Revision was made to include the adult victim’s legally appointed guardian as one permitted to have access to information obtained during the APS investigation.
* [Concurrent CPS-DV Abbreviated APS CQA Tip Sheet](https://manuals.sp.chfs.ky.gov/Resources/Related%20Resources%20Library/Concurrent%20CPS-DV%20Abbreviated%20APS%20CQA%20Tip%20Sheet%20(2).docx) – New document now available on the SOP manual website.

These revisions are effective immediately, however will remain in orange font with strikethroughs until June 22, 2011 in order for staff to have an opportunity to review them.

If you have any questions concerning this letter, please contact the Adult Services Branch at (502) 564-7043.