**PROTECTION AND PERMANENCY TRANSMITTAL LETTER, 13-09**

**TO:** Service Region Administrators

Service Region Administrator Associates

Service Region Clinical Associates

Regional Program Specialists

Family Services Office Supervisors

**FROM:** Tina Webb, Assistant Director

Division of Protection and Permanency

**DATE:**  September 16, 2013

**SUBJECT:** Clarification Regarding 2nd Incident Timeframes for APS Investigations

On July 15, 2013, [PPM 13-10 Clarification Regarding 2nd Incident Timeframes](https://manuals.sp.chfs.ky.gov/Resources/DPP%20Memorandums%20Library/PPM%2013-10%20Clarification%20Regarding%202nd%20Incident%20Timeframes.docx) was released containing a clarification for acceptance of 2nd incidents during a child protective services investigation. This transmittal addresses the same clarification in regard to adult protective service (APS) investigations. Please review [SOP 19.3 Acceptance Criteria](https://manuals.sp.chfs.ky.gov/chapter19/Pages/193AcceptanceCriteria.aspx) for new content regarding the parameters for accepting 2nd incidents in an APS investigation.

If you have any questions regarding this memorandum, please contact via e-mail [steven.fisher@ky.gov](mailto:steven.fisher@ky.gov) or by telephone at (502) 564-7043, ext. 3570.