**PROTECTION AND PERMANENCY TRANSMITTAL LETTER, 13-10**

**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:**  December 2, 2013

**SUBJECT:** Voluntary TPR Clarifications

[SOP 11.35.1 Voluntary TPR Petition/Drafting](https://manuals.sp.chfs.ky.gov/chapter11/37/Pages/11351VoluntaryTPRPetitionDrafting.aspx) has been updated to clarify the process for filing a voluntary termination of parental rights petition. These revisions are meant to ensure that the parent requesting the TPR is fully aware of the termination process.

If you have any questions regarding this transmittal letter, please contact [tina.hagenbuch@ky.gov](mailto:tina.hagenbuch@ky.gov) or by telephone at (502) 564-6852, ext. 3577.