**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 or by telephone at (502) 564-6852, ext. 3577.