**PROTECTION AND PERMANENCY TRANSMITTAL LETTER, 15-12**

**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 15, 2015

**SUBJECT:** SOP Revision Due to Federal Law: P.L. 113-183

This transmittal letter contains important information regarding changes that are required as a part of new federal law, P.L. 113-183 Preventing Sex Trafficking and Strengthening Families Act, which made updates to both Title IV-E requirements and CAPTA state plan requirements. Several SOP sections are affected. The affected SOP sections are listed below with a brief statement describing the change. These changes are the first ones required by the legislation, and they will become effective on September 29, 2015 in accordance with the law.

* SOPs [4.16 Participants and Notification for All OOHC Cases](https://manuals.sp.chfs.ky.gov/chapter4/11/Pages/416ParticipantsandNotificationforAllOOHCCases.aspx) and [4.17 Initial Case Planning Conference](https://manuals.sp.chfs.ky.gov/chapter4/11/Pages/417preparationforandcompletionoftheten(10)dayconference.aspx): The state is required to permit a child who has attained fourteen (14) years of age to designate two (2) additional participants in the case planning conference, and the child may designate one of those participants to act as the child’s advisor.
* SOP [4.18 Ongoing Case Planning](https://manuals.sp.chfs.ky.gov/chapter4/11/Pages/418OngoingCasePlanning.aspx): In addition to changes related to participants, new requirements have been added to:
  + Prohibit the use of a planned permanent living arrangement (APPLA), sometimes referred to as PPLA, permanency goal for children younger than sixteen (16) years old;
  + Ensure that the case planning conference includes a review of the steps the agency is taking to ensure the child’s foster family is following the reasonable and prudent parenting standard;
  + Ensure that, even when a permanency goal of APPLA has been established, the agency has still documented intensive, ongoing efforts to return the child home, secure a placement with a fit relative, a legal guardian or an adoptive parent;
  + Ensure the dispositional report to the court at each permanency hearing includes appropriate content discussed or reviewed during the periodic review and case conference;
  + Ensure that any revision or updates to a case plan must be developed in consultation with the child and up to two (2) members of the case planning team designated by the child.
* SOP [4.29.2 Transition Planning for Youth Aging Out of OOHC or Extending Commitment](https://manuals.sp.chfs.ky.gov/chapter4/12/Pages/4292TransitionPlanningforOOHCYouth.aspx): The state is required to provide a the youth with several documents at no charge to the child.
* SOP [4.65 Credit Reports for Youth in Foster Care](https://manuals.sp.chfs.ky.gov/chapter4/15/Pages/465CreditReportsforYouthinFosterCare.aspx): The state is now required to perform credit checks for all youth in foster care who have attained fourteen (14) years of age. Previously the requirement had been for youth aged sixteen (16) years and older. No changes were made to the protocol for executing the credit checks except to lower the age at which credit checks must begin.
* SOP [4.67 Locating Missing Children—Including Runaways](https://manuals.sp.chfs.ky.gov/chapter4/15/Pages/467LocatingMissingChildren-IncludingRunaways.aspx): This is a new section that has been added to establish procedures for the location of missing children. The procedures establish timeframes and specific protocols for who must be notified. Additionally, a child returning from an absence must be screened at a child advocacy center within forty-eight (48) hours of their return for evaluation of their experiences while missing, including a screening for human trafficking.

If you have any questions regarding this transmittal, please contact:

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