



CABINET FOR HEALTH AND FAMILY SERVICES
Department for Community Based Services
Division of Protection and Permanency

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PROTECTION AND PERMANENCY TRANSMITTAL LETTER 21-42

TO: Service Region Administrators
Service Region Administrator Associates
Service Region Clinical Associates
Regional Program Specialists
Family Services Office Supervisors

FROM: Kelli Root, Acting Assistant Director
Division of Protection and Permanency

DATE: November 15, 2021

SUBJECT: Revisions to SOP 13.45.3 Post Adoptive Placement Stabilization Services (PAPSS) and Post Adoptive Placement Stabilization Services (PAPSS) Tip Sheet

The purpose of this transmittal letter is to inform staff of the following changes to [SOP 13.45.3 Post Adoptive Placement Stabilization Services \(PAPSS\)](#):

- Clarification that PAPSS is a resource that is included as part of the subsidy services available to adoptive families. If the child meets the criteria established below, additional layers of approval are not necessary and should not be required.
- The managed care organization (MCO) should be contacted and may be able to assist with locating services for the family. For an adopted child(ren) enrolled in an MCO, the worker should contact the MCO case manager to request their assistance with service delivery.
- Designated DCBS staff:
 - Should forward the DPP-886A and any additional needed information to the Adoption Services Branch for review. The Adoption Services Branch reviews the documentation to ensure that the DPP-886A is completed

- thoroughly prior to submitting to the Children's Review Program (CRP) for a level of care (LOC) assignment.
- Works with the CRP regional placement coordinator (RPC) to make referrals to PCC facilities that offer services to best meet the child's needs. CRP will only send the referral to qualified residential treatment programs (QRTP). Any request for a non-QRTP placement must be staffed with and approved by the Adoption Services Branch.
 - Submits necessary information to DAFM within five (5) working days of the PAPSS placement;
 - Notifies the Adoption Services Branch within five (5) working days of when a family begins utilizing PAPSS;

If you have any questions regarding this portion of the transmittal letter, you may refer to the [PPTL 21-42 Statement of Consideration for SOP 13.45.3 Post Adoptive Placement Stabilization Services \(PAPSS\)](#).

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

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