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**CABINET FOR HEALTH AND FAMILY SERVICES**  
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COMMISSIONER

**PROTECTION AND PERMANENCY TRANSMITTAL LETTER, 24-14**

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

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

**DATE:** July 3, 2024

**SUBJECT:** SOP edits related to 922 KAR 1:350

The purpose of this transmittal letter is to notify staff of edits to SOP related to [922 KAR 1:350 Requirements for public child welfare agency foster parents, adoptive parents, and respite care providers](#).

- [SOP 12.3 Foster and Adoptive Home Applicant Assessment](#)
- [SOP 12.5 Pre-Service Training Requirements for Foster and Adoptive Parent Applicants](#)
- [SOP 12.7 Approval and Denial of Non-Familial Foster and Adoptive Homes](#)
- [SOP 12.8 Approval and Denial of Relative and Fictive Kin Foster and Adoptive Homes](#)
- [SOP 12.9 Foster Adoptive Home Case Management](#)
- [SOP 12.15 Ongoing Training](#)
- [SOP 12.16 Foster of Adoptive Home Re-Evaluation](#)
- [SOP 12.17 Foster and Adoptive Home Reviews](#)
- [SOP 12.18.1 Advanced Foster Home Approval](#)

Related forms/documents:

- [Relative-Fictive Foster-Adopt Home Study Checklist](#)
- [Privacy and Security of Protected Health Information Confidential and Other Sensitive Information](#)
- [DPP-1291 Foster Adoptive and Respite Home Discipline Policy](#)
- [Relative-Fictive Kin Initial Approval Letter](#)
- [Annual Relative or Fictive Foster Parent On-Hold Background and Training Sample Letter](#)
- [Relative and Fictive Foster Parent Re-Evaluation On Hold Sample Letter](#)
- [Relative and Fictive Foster Parent Re-Evaluation Approval Sample Letter](#)
- [Relative and Fictive Re-evaluation Coversheet](#)
- [Annual Relative Fictive Foster Parent Approval Letter](#)

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

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