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PROTECTION AND PERMANENCY TRANSMITTAL LETTER, 25-16

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

DATE: May 22, 2025

SUBJECT: SOP C7.17, C8.5, C8.6, C8.10, C8.11

This transmittal letter notifies staff of edits to the following SOP sections:

[C7.17 Ongoing Case Planning](#)
[C8.5 Introduction to Subsidized Permanent Custody](#)
[C8.6 Eligibility Requirements for Subsidized Permanent Custody](#)
[C8.10 Annual Contact with Permanent Caregivers](#)
[C8.11 Suspension and Termination of Subsidized Permanent Custody \(SPC\) Assistance](#)

These SOP edits are related to feedback from ACF. No field draft review was necessary.

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

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