Active Cases

Complete DPP-1277 (Home Evaluation)

Document completion and recommendation in service recordings

Upload relative and fictive kin home evaluation with approval signatures into the TWIST case

Discuss placement options and available resources; decisions need to made by the initial court date

If requested, provide D.O. vs. Glisson eligible packet to relative/fictive kin caregiver

Review eligibility with regional designee for final approval

Send completed D.O. v Glisson Eligibility packet to DAFM ([CHFSRelativePayments@ky.gov](mailto:CHFSRelativePayments@ky.gov))

and OLS ([Teri.Carpenter@ky.gov](mailto:Teri.Carpenter@ky.gov))

Submit enter/exit information electronically on the DPP-1279 in TWIST to Regional Billing Specialists to complete OOHC screens

Encourage courts to complete the DNA-9 form when documenting permanent custody

When a DNA-9 is received, forward it to DAFM ([CHFSRelativePayments@ky.gov](mailto:CHFSRelativePayments@ky.gov)) for discontinuation of payments and OLS ([Teri.Carpenter@ky.gov](mailto:Teri.Carpenter@ky.gov))