Inactive Cases

Sends notice of eligibility determination to relative or fictive kin

Reviews case for eligibility determination

Sends D.O. v Glisson eligibility packet to relative or fictive kin (if eligible), or additional list of resource options if ineligible

Receives eligible packet from relative or fictive kin (if individual meets eligibility criteria)

Forwards eligible packet to DAFM and OLS

DAFM:

[CHFSrelativepayments@ky.gov](mailto:CHFSrelativepayments@ky.gov)

OLS:

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

Initiates the process for the caregiver to obtain permanent custody

Processes payments based on Relative Placement Billing Invoices received

Petitions the court after nine months to grant the relative or fictive kin permanent custody or fictive kin legal guardianship in coordination with DCBS

Discontinues Medicaid and child care assistance if applicable, and re-establishes it under the per diem payments

Notifies DAFM when a DNA-9 is issued (OLS). Court orders may be received from OLS, relatives or local office staff.