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- Please continue to let us know if you experience an issue in the SOP manual via email to [Melanie Daniels and Julie Cubert](mailto:MelanieDanielsandJulieCubert@DPPSOPEditor@ky.gov) or DPPSOPEditor@ky.gov. We appreciate your patience and working with us to correct any issues encountered.

Important Notice

DCBS staff are required to use form versions that are within the SOP manual. Modified versions that are not in the SOP manual are **not permitted**. Some forms are incorporated into the Kentucky Administration Regulation (KAR) and can **only be modified** through amending regulations. Other forms within the SOP manual go through a formal vetting and approval process. Using unapproved versions of these forms can lead to liability issues for the user and can lead to incorrect information being provided/captured. If you have suggestions for modifications to any form currently in the SOP manual, please send those and why the modification is needed to dppsopeditor@ky.gov for consideration.

PPM Notifications

- **PPM 23-07—Kentucky Strengthening Ties Empowering Parents (KSTEP)**

Field Draft Reviews (FDRs)

- SOP 3.4 Initial In Home Case Planning Conference
- SOP 3.10 SSWs Ongoing Contact with the Birth Family and Child
- SOP 3.12 Case Plan Evaluation-Ongoing Assessment
- SOP 4.24 SSWs Ongoing Contact with the Child and Family Including the Medically Complex Child
- SOP 5.1 Relative and Fictive Kin Placement Consideration
- SOP 12.9 Foster Adoptive Home Case Management
- Practice Guidance Specific to Safe Sleep and Co-Sleeping
- Safe Sleep Guidance for Foster Parents

Comments/feedback for the FDRs will be due by **COB on July 14, 2023**. Please send comments/feedback to DPPSOPEditor@ky.gov along with the section you are referencing.

Did You Know (DYK)?

- **DYK-Post Adoption Name Change**