



**Andy Beshear**  
GOVERNOR

**CABINET FOR HEALTH AND FAMILY SERVICES  
DEPARTMENT FOR COMMUNITY BASED SERVICES**

**Steven Stack, MD**  
SECRETARY

275 East Main Street, 3W-A  
Frankfort, Kentucky 40621  
Phone: (502) 564-3703  
Fax: (502) 564-6907

**Lesa Dennis**  
COMMISSIONER

**PROTECTION AND PERMANENCY MEMORANDUM, 25-20**

**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:** August 29, 2025

**SUBJECT:** Updated Kentucky Adoption Program Exchange (KAPE) forms

The purpose of this memorandum is to inform staff of the following updated forms related to the Kentucky Adoption Profile Exchange (KAPE).

- [DPP-193 Adoptive Review Committee Comments](#)
- [KAPE Referral Presentation Sheet](#)
- [KAPE Home Study Review Form](#)
- [Kentucky Adoption Profile Exchange \(KAPE\) Youth Needs Tipsheet](#)

These documents are located under the [Resources](#) tab at the bottom of every [SOP manual](#) page. For best performance, please use Chrome when accessing the SOP manual.

If you have any questions concerning this memorandum or the form, please contact:

Veronica Jordan Sears, Adoption Services Branch Manager  
[VeronicaJ.Sears@ky.gov](mailto:VeronicaJ.Sears@ky.gov)  
(502) 564-5995