



CABINET FOR HEALTH AND FAMILY SERVICES
Department for Community Based Services
Division of Protection and Permanency

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PROTECTION AND PERMANENCY TRANSMITTAL LETTER 22-04

TO: Service Region Administrators
Service Region Administrator Associates
Service Region Clinical Associates
Regional Program Specialists
Family Services Office Supervisors

FROM: Kelli Root, Acting Assistant Director
Division of Protection and Permanency

DATE: February 28, 2022

SUBJECT: Revisions to SOP 4.1, SOP 13.10, SOP 13.13.1, and SOP 13.13.2

The purpose of this transmittal letter is to inform staff of the following revisions to standards of practice:

[SOP 4.1 Consideration of Race and Ethnicity, Maintaining Cultural Connections, and Immigration Needs for Children in Out-of-Home Care](#) additional guidance is provided for obtaining special immigrant juvenile status for children who are not U.S. citizens.

[SOP 13.10 Preparing the Presentation Summary Packet](#) information is added regarding wardship orders and clarification is added that adoption alone does not grant citizenship for children in out-of-home care (OOHC) that do not have a social security card or a permanent resident card.

[SOP 13.13.1 DCBS Foster Parent Adoption](#) and [SOP 13.13.2 Private Child Placing \(PCP\) Foster Parent Adoption](#) clarification is added that adoption alone does not grant citizenship for children in OOHC that do not have a social security card or a permanent resident card.

If you have any questions regarding this transmittal letter, you may refer to the [PPTL 22-04 Statement of Consideration for SOP 4.1, SOP 13.10, SOP 13.13.1, and SOP 13.13.2](#).

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

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