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**PROTECTION AND PERMANENCY TRANSMITTAL LETTER 22-23**

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

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

**DATE:** December 19, 2022

**SUBJECT:** Updates to SOP 11.38 and SOP 13.46.1

The purpose of this transmittal letter is to notify staff of the following revisions to Standard of Practice (SOP).

[SOP 11.38 Services to the Family During an Appeal](#) language is added that the SSW should consult with the Office of Legal Services (OLS).

[SOP 13.46.1 Continuation of Title IV-E Adoption Assistance After Age 18](#) language is added that the adoptive family is responsible for applying for SSI.

The above edits were sent for field draft review; however, no statement of consideration is needed.

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

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