PROTECTION AND PERMANENCY TRANSMITTAL LETTER 23-04

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: March 1, 2022

SUBJECT: SOP 1.7, 4.14, 11.35, 11.35.1, and 12.17

The purpose of this transmittal letter is to notify staff of the following edits to Standard of Practice.

SOP 1.7 Family Team Meeting Kinship care language has been removed; fictive kin language has been added. Clarification is added for concurrent planning.

SOP 4.14 Timeframes for all OOHC Cases language is removed regarding sending the DPP-106B to MCO. Refers to SOP 4.18 for Ongoing case planning.

SOP 11.35 Voluntary Termination of Parental Rights (TPR) advises that SSW may not assist or answer any legal questions associated with a voluntary termination of parental rights. Clarification is provided for the SSW when a parent expresses interest in or has questions about a voluntary TPR.

SOP 11.35.1 Voluntary TPR Petition/Drafting: DELETED
**SOP 12.17 Foster and Adoptive Home Reviews** provides guidance for when a foster parent wishes to voluntarily terminate their parental rights on a biological or adopted child.

If you have any questions regarding these SOP edits, you may refer to the [PPTL 23-04 Statement of Consideration for SOP 1.7, 4.14, 11.35, 11.35.1, and 12.17](#).

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

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