SOP CITATION PRIOR TO 2/17/25	NEW SOP CITATION
Chapter 2 Intake and Investigation	Chapter C2 Intake and Assessment
2.1 Receiving and Assigning the Report	C2.1 Receiving and Assigning the Report
2.2 Reports Not Accepted for	C2.2 Reports Not Accepted for
Assessment/Investigation	Assessment/Investigation
2.3 Acceptance Criteria	C2.3 Acceptance Criteria
2.4 Non-Investigatory Response	C2.4 Non-Investigatory Response
2.6 Completing the CPS Intake	C2.5 Completing the CPS Intake
2.7 Safe Infant Act - Intake	C2.6 Safe Infant Act - Intake
2.10 Initiating the Report	C2.7 Initiating the Report
2.11 Investigation Protocol	C2.8 Investigation Protocol
2.11.1 Assessments Involving Methamphetamine	C2.9 Assessments Involving Methamphetamine Labs
Labs	5 1
2.11.2 Assessments of Parenting Youth	DELETED (covered in C2.8, C3.7, and C7.51)
2.11.3 Assessments Involving Domestic Violence and	C2.10 Assessments Involving Domestic Violence and
Intimate Partner Violence	Intimate Partner Violence
2.12 Completing the Assessment and Documentation	C2.11 Completing the Assessment and Documentation
Tool (ADT)	Tool (ADT)
2.13 Structured Decision-Making Safety and Risk	C2.12 Structured Decision-Making Safety and Risk
Assessments	Assessments
2.14 Investigations of Child Fatalities and Near	C2.13 Investigations of Child Fatalities and Near
Fatalities	Fatalities
2.14.2 Notification and Funeral Preparation	C2.13.1 Notification and Funeral Preparation
Regarding a Child Fatality	Regarding a Child Fatality
2.15 Specialized Investigations	C2.14 Specialized Investigations
2.15.1 Investigations of Foster or Adoptive Homes	C2.14.1 Investigations of Foster or Adoptive Homes
(DCBS or Private Child Placing (PCP) Agencies)	(DCBS or Private Child Placing (PCP) Agencies)
2.15.2 Investigations of Licensed Private Child Caring	C2.14.2 Investigations of Licensed Private Child
Facilities	Caring Facilities
2.15.3 Investigations of Licensed Child Care Centers	C2.14.3 Investigations of Licensed Child Care Centers
2.15.4 Investigations of Registered (Subsidized)	C2.14.4 Investigations of Registered (Subsidized)
Family Child Care Providers	Family Child Care Providers
2.15.5 Investigations of School Personnel	C2.14.5 Investigations of School Personnel
2.15.6 Investigations of Supports for Community	C2.14.6 Investigations of Supports for Community
Living (SCL) and Community Mental	Living (SCL) and Community Mental Health/Intellectual
Health/Intellectual Disability (CMHC)	Disability (CMHC)
2.15.7 Investigations of Psychiatric Residential	C2.14.7 Investigations of Psychiatric Residential
Treatment Facilities (PRTF), Crisis Stabilization Units	Treatment Facilities (PRTF), Crisis Stabilization Units
or Psychiatric Hospitals	or Psychiatric Hospitals
2.15.8 Investigations Involving DCBS Employees	C2.14.8 Investigations Involving DCBS Employees
2.15.9 Investigations of Human Trafficking	C2.15 Investigations of Human Trafficking
2.15.10 Investigations of Female Genital Mutilation	C2.16 Investigations of Female Genital Mutilation
2.16 Safe Infant Act Assessments	C2.17 Safe Infant Act Assessments
2.22 Making a Finding, Notifications, and Court	C2.18 Making a Finding, Notifications, and Court
Involvement 2.23 Podiatria Forencia Madicina Consultations	Involvement C2 19 Padiatric Forencia Madiaina Consultations
2.23 Pediatric Forensic Medicine Consultations	C2.19 Pediatric Forensic Medicine Consultations
2.24 Child Emotional Abuse Investigations and	C2.20 Child Emotional Abuse Investigations and
Emotional Injury Evaluations Chapter 3 In Home CRS Case	Emotional Injury Evaluations
Chapter 3 In Home CPS Case 3.1 Engaging the Family and Opening the Case	Chapter C5 In Home Services C5 1 Engaging the Family and Opening the Case
3.1 Engaging the Family and Opening the Case	C5.1 Engaging the Family and Opening the Case

SOP CITATION PRIOR TO 2/17/25	NEW SOP CITATION
3.2 Timeframes and Ongoing Service Requirements	C5.2 Timeframes and Ongoing Service Requirements
for All In Home Services Cases	for All In Home Services Cases
3.3 Tools for Case Planning (Prevention Plans and	C5.3 Tools for Case Planning (Prevention Plans and
Genograms)	Genograms)
3.4 Initial In Home Case Planning Conference	C5.4 Initial In Home Case Planning Conference
3.5 Participants and Notification for All In Home	C5.5 Participants and Notification for All In Home
Cases	Cases
3.6 Negotiating Objectives and Tasks	C5.6 Negotiating Objectives and Tasks
3.10 SSW's Ongoing Contact with the Birth Family	C5.7 SSW's Ongoing Contact with the Birth Family and
and Child	Child
3.11 Working with Incarcerated Parents	C5.8 Working with Incarcerated Parents
3.12 Case Plan Evaluation/Ongoing Assessment	C5.9 Case Plan Evaluation/Ongoing Assessment
3.13 Ongoing Case Planning	C5.10 Ongoing Case Planning
3.18 Assessing the Case for Closure	C5.11 Assessing the Case for Closure
Chapter 4 Out of Home Care Services	Chapter C7 Out of Home Care (OOHC)
4.1 Consideration of Race and Ethnicity/Maintaining	C7.1 Consideration of Race and Ethnicity/Maintaining
Cultural Connections	Cultural Connections
4.2 Indian Child Welfare Act (ICWA)	C7.2 Indian Child Welfare Act (ICWA)
4.3 Relative and Absent Parent Search	C7.3 Relative and Absent Parent Search
4.5.1 Kinship Care and Relative Benefit Regional	C8.13 Kinship Care and Relative Benefit Regional
Logs	Logs
4.5.2 Eligibility Criteria for Children Approved for	Archived
Kinship Care Benefits Prior to April 1, 2013	
4.5.3 Kinship Care Benefits Approvals Prior to April 1, 2013	Archived
4.5.4 Background Checks for Kinship Care Providers	C8.2 Background Checks for Kinship Care Providers
or Relative Caregivers	or Relative Caregivers
4.5.5 Relative and Fictive Kin Placement Foster Care Payments	C8.3 Relative and Fictive Kin Placement Foster Care Payments
4.5.6 Ongoing Services and Permanency for the Child	Archived
Placed through Kinship Care	
4.5.8 Discontinuance of Kinship Care	C8.14 Discontinuance of Kinship Care
4.5.9 Redetermination and Reapplication for Children	C8.15 Redetermination and Reapplication for Children
Approved Prior to April 1, 2013	Approved Prior to April 1, 2013
4.5.10 Service Appeals for Kinship Care Providers,	C8.16 Service Appeals for Kinship Care Providers,
Relatives, or Fictive Kin Caregivers	Relatives, or Fictive Kin Caregivers
4.6 Parenting Youth in Foster Care	C7.51 Parenting Youth in Foster Care
4.9 Initial Placement Considerations	C7.4 Initial Placement Considerations
4.10 Placement in a DCBS Foster or Adoptive Home	C7.7 Placement in a DCBS Foster or Adoptive Home
4.10.1 DCBS Care Plus	C7.7.1 DCBS Care Plus
4.10.2 DCBS Medically Complex	C7.7.2 DCBS Medically Complex
4.10.4 Relative or Fictive Kin Pursuing Foster Home	C7.7.3 Relative or Fictive Kin Pursuing Foster Home
Approval	Approval
4.11 Private Child Placing (PCP) or Child Caring	C7.8 Private Child Placing (PCP) or Child Caring
(PCC) Agency	(PCC) Agency
4.11.1 Level of Care Assignment	C7 D Lavial of Cara Assistances
	C7.9 Level of Care Assignment
4.11.2 Request for Emergency LOC Assignment	C7.9.1 Request for Emergency LOC Assignment

SOP CITATION PRIOR TO 2/17/25	NEW SOP CITATION
4.12 Out of State Placement	C7.11 Out of State Placement
4.13 Alternative Placements	C7.52 Alternative Placements
4.14 Timeframes for All Out-of-Home Care (OOHC)	C7.12 Timeframes for All Out-of-Home Care (OOHC)
Cases	Cases
4.15 Family Attachment and Involvement	C7.13 Family Attachment and Involvement
4.16 Participants and Notifications for All OOHC	C7.15 Participants and Notifications for All OOHC
Cases	Cases
4.17 Preparation for and Completion of the Ten (10)	C7.16 Preparation for and Completion of the Ten (10)
Day Conference	Day Conference
4.18 Ongoing Case Planning	C7.17 Ongoing Case Planning
4.19 Visitation Agreement	C7.18 Visitation Agreement
4.20 Assessing and Maintaining Sibling Relationships	C7.19 Assessing and Maintaining Sibling
n=o / tooocomig and mammaming claiming recalled the	Relationships
4.21 Safe Infants Act	C7.20 Safe Infants Act
4.24 SSW's Ongoing Contact with the Child and	C7.21 SSW's Ongoing Contact with the Child and
Family, Including the Medically Complex Child	Family, Including the Medically Complex Child
4.26 Meeting Basic Health Care Needs	C7.22 Meeting Basic Health Care Needs
4.26.1 Medical Passport	C7.22.1 Medical Passport
4.26.2 Authorization for Medical Services	C7.22.2 Authorization for Medical Services
4.26.3 Standardized Screening and Assessment for	C7.22.3 Standardized Screening and Assessment for
Child in Out of Home Care	Child in Out of Home Care
4.26.4 Passport Health Plan	DELETED – No longer applicable
4.26.5 Early Periodic Screening, Diagnosis and	C7.22.4 Early Periodic Screening, Diagnosis and
Treatment (EPSDT)	Treatment (EPSDT)
4.27.1 Individual Health Plan for the Medically	C7.23 Individual Health Plan for the Medically
Complex Child	Complex Child
4.27.2 Extraordinary Medical Care/Medical Expenses	C7.24 Extraordinary Medical Care/Medical Expenses
of a Medically Complex Child	of a Medically Complex Child
4.27.3 Serious Injury of a Child in Foster Care	C7.25 Serious Injury of a Child in Foster Care
4.27.4 Life Support Systems	C7.26 Life Support Systems
4.27.5 Ending Use of Life Support Systems	C7.26.1 Ending Use of Life Support Systems
4.28 Meeting Educational Needs	C7.27 Meeting Educational Needs
4.28.1 Educational Assessment	C7.27.1 Educational Assessment
4.28.2 Providing Educational Services Under the	C7.27.2 Providing Early Intervention and Educational
Individuals with Disabilities Act (IDEA)	Services Under the Individuals with Disabilities
,	Education Act (IDEA)
4.28.3 Accessing Educational Records for Children	C7.27.3 Accessing Educational Records for Children
and Youth in Foster Care and Guidelines for	and Youth in Foster Care and Guidelines for
Educational Passports	Educational Passports
4.28.4 Higher Education Assistance	C7.53 Higher Education Assistance
4.28.5 Educational Training Voucher for Youth Who	C7.54 Educational Training Voucher for Youth Who
Have Transitioned Out of Foster Care	Have Transitioned Out of Foster Care
4.29.1 Independent Living Services	C7.55 Independent Living Services
4.29.2 Transition Planning for Youth Aging Out of	C7.56 Transition Planning for Youth Aging Out of
OOHC or Extending Commitment	OOHC or Extending Commitment
4.30 Normalcy for Children and Youth in Out of Home	C7.28 Normalcy for Children and Youth in Out of Home
Care	Care
4.34 Ongoing Assessment for Out of Home Care	C7.29 Ongoing Assessment for Out of Home Care
Cases	Cases

4.35 Reunification, Including Extended Visitation, Case Planning and Transitional Supports to Families and Children 4.36 Case Closure and Aftercare Planning 4.37 Working with Incarcerated Parents 4.45 Movement from a Home Placement 4.46 Movement from a DCBS Foster or Adoptive Home 4.47 Movement from One PCC Placement to Another 4.48 Discharge from a PCP or PCC Placement 4.49 Discharge Planning Prior to Leaving a Hospital or Treatment Facility 4.50 Discharge Planning Prior to Placement Changes Against Medical Advice 4.51 Documentation Required Upon Entering Out of Home Care (OOHC) 4.51.1 Placement in a Congregate Care (Residential Treatment) Setting C7.30 Reunification, Including Extended Visitation, Case Planning and Transitional Supports to Families and Children C7.31 Case Closure and Aftercare Planning C7.32 Working with Incarcerated Parents C7.33 Movement from a Home Placement C7.34 Movement from one PCC Placement to Anothe C7.35 Movement from One PCC Placement to Anothe C7.36 Discharge Planning Prior to Leaving a Hospital or Treatment Facility C7.38 Discharge Planning Prior to Placement Changes Against Medical Advice C7.36 Discharge Planning Prior to Placement Changes Against Medical Advice C7.37 Discharge Planning Prior to Placement C7.38 Discharge Planning Prior to Placement C7.38 Discharge Planning Prior to Placement C7.38 Discharge Planning Prior to Placement C7.39 Discharge Planning Prior to Place
Case Planning and Transitional Supports to Families and Children 4.36 Case Closure and Aftercare Planning 4.37 Working with Incarcerated Parents 4.45 Movement from a Home Placement 4.46 Movement from a DCBS Foster or Adoptive Home 4.47 Movement from One PCC Placement to Another 4.48 Discharge from a PCP or PCC Placement 4.49 Discharge Planning Prior to Leaving a Hospital or Treatment Facility 4.50 Discharge Planning Prior to Placement Changes Against Medical Advice 4.51 Documentation Required Upon Entering Out of Home Care (OOHC) 4.51.1 Placement in a Congregate Care (Residential) Case Planning and Transitional Supports to Families and Children C7.31 Case Closure and Aftercare Planning C7.32 Working with Incarcerated Parents C7.32 Working with Incarcerated Parents C7.33 Movement from a Home Placement C7.34 Movement from One PCC Placement to Another C7.35 Movement from One PCC Placement to Another C7.36 Discharge from a PCP or PCC Placement C7.37 Discharge Planning Prior to Leaving a Hospital or Treatment Facility C7.38 Discharge Planning Prior to Placement C7.38 Discharge Planning Prior to Placement C7.39 Discharge Planning Prior to Placement C7.30 D
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or Treatment Facility 4.50 Discharge Planning Prior to Placement Changes Against Medical Advice C7.38 Discharge Planning Prior to Placement Changes Against Medical Advice C7.14 Documentation Required Upon Entering Out of Home Care (OOHC) C7.14 Documentation Required Upon Entering Out of Home Care (OOHC) C7.16 Placement in a Congregate Care (Residential
 4.50 Discharge Planning Prior to Placement Changes Against Medical Advice
Against Medical Advice 4.51 Documentation Required Upon Entering Out of Home Care (OOHC) 4.51.1 Placement in a Congregate Care (Residential Changes Against Medical Advice C7.14 Documentation Required Upon Entering Out of Home Care (OOHC) C7.10 Placement in a Congregate Care (Residential
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Home Care (OOHC) 4.51.1 Placement in a Congregate Care (Residential C7.10 Placement in a Congregate Care (Residential
4.51.1 Placement in a Congregate Care (Residential C7.10 Placement in a Congregate Care (Residential
Treatment) Setting
Treatmenty Jetting
4.52 Personal Care Home/Family Care Home DELETED (content included in C7.52)
4.53 Bed Hold Private Child Caring (PCC)/Residential C7.39 Bed Hold Private Child Caring
or Private Child Placing (PCP) Foster Care (PCC)/Residential or Private Child Placing (PCP)
Placement Foster Care Placement
4.54 Transportation and Out of State Travel with a C7.40 Transportation and Out of State Travel with a
Child in the Custody of the Cabinet Child in the Custody of the Cabinet
4.55 Sex Education and Prevention of Pregnancy and C7.41 Sexuality Education and Prevention of
Sexually Transmitted Diseases Pregnancy and Sexually Transmitted Diseases
4.55.1 Pregnant Youth C7.42 Family Planning and Pregnant Youth
4.55.2 Family Planning for Pregnant Youth DELETED (content included in C7.42)
4.55.3 Survivors and Those at Risk of Human C7.43 Survivors and Those at Risk of Human
Trafficking Trafficking
4.56 Use of Tobacco Products C7.44 Use of Tobacco Products
4.57 Photography, Videotaping or AudioTaping of a Child in OOHC C7.45 Photography, Videotaping or AudioTaping of a Child in OOHC
4.58 Mail to Child in OOHC C7.46 Mail to Child in OOHC
4.59 Change of Surname for a Youth in OOHC C7.47 Change of Surname for a Youth in OOHC
4.60 State I.D. and Driver's License for Children in the C7.57 State I.D. and Driver's License for Children in
Custody of the Cabinet the Custody of the Cabinet
4.61 Employment for a Youth in OOHC DELETED (content to be incorporated in Transition
Age Youth Chapter at later date)
4.62 Household Work and Operation of Machinery DELETED (topic covered in SOP C7.28)
4.63 Athletic Program Participation DELETED (topic covered in SOP C7.28)
4.64 Census Count for Youth in OOHC C7.48 Census Count for Youth in OOHC
4.65 Credit Reports for Youth in Foster Care C7.58 Credit Reports for Youth in Foster Care
4.66 Critical Situations C7.49 Critical Situations
4.67 Locating Missing Children – Including Runaways C7.50 Locating Missing Children –Including Runaway
Chapter 5 Relative and Fictive Kin Placement Chapter C8 Relative and Fictive Kin Placement
5.1 Relative and Fictive Kin Placement Consideration C8.1 Relative and Fictive Kin Placement Consideration
5.2 Ongoing Services and Permanency for the Child
Placed through Relative or Fictive Kin Placement Placed through Relative or Fictive Kin Placement

SOP CITATION PRIOR TO 2/17/25	NEW SOP CITATION
5.3 Introduction to Subsidized Permanent Custody	C8.5 Introduction to Subsidized Permanent Custody
5.4 Eligibility Requirements for Subsidized Permanent	C8.6 Eligibility Requirements for Subsidized
Custody (SPC)	Permanent Custody (SPC)
5.5 Relative and Fictive Kin Subsidized Permanent	C8.7 Relative and Fictive Kin Subsidized Permanent
Custody (SPC)	Custody (SPC)
5.6 Subsidized Permanent Custody (SPC) Successor	C8.8 Subsidized Permanent Custody (SPC) Successor
5.7 Approval of Subsidized Permanent Custody	C8.9 Approval of Subsidized Permanent Custody
(SPC) Assistance	(SPC) Assistance
5.9 Annual Contact with Permanent Caregivers	C8.10 Annual Contact with Permanent Caregivers
Subsidized Permanent Custody (SPC)	Subsidized Permanent Custody (SPC)
5.10 Discontinuance of Subsidized Permanent	C8.11 Discontinuance of Subsidized Permanent
Custody (SPC) Assistance	Custody (SPC) Assistance
5.11 Continuation of Title IV-E Subsidized Permanent	C8.12 Continuation of Title IV-E Subsidized Permanent
Custody (SPC) Subsidy Assistance After Age	Custody (SPC) Subsidy Assistance After Age Eighteen
Eighteen (18)	(18)
Chapter 6 Prevention Services	Chapter C1 Prevention and Community Wellbeing
6.1 Family Preservation Program (FPP)	C1.16 Family Preservation and Reunification Services
C.2 Kantucky Ctronathoning Tipe and Engagering	(FPRS)
6.2 Kentucky Strengthening Ties and Empowering	C1.17 Kentucky Strengthening Ties and Empowering
Parents (KSTEP) 6.3 Sobriety Treatment and Recovery Team (START)	Parents (KSTEP) C1.18 Sobriety Treatment and Recovery Teams
6.3 Subhety Treatment and Recovery Team (START)	(START)
6.4 Community Collaboration for Children (CCC)	C1.8 Community Collaboration for Children (CCC)
Chapter 7 Safety, Prevention, and Aftercare Plans	Chapter C4 Safety, Prevention, and Aftercare Plans
7.1 APS Safety Planning	C4.4 APS Safety Planning
7.2 CPS Safety Planning	C4.1 CPS Safety Planning
7.3 APS Prevention Planning	C4.5 APS Prevention Planning
7.4 CPS Prevention Planning	C4.2 CPS Prevention Planning
7.5 APS Aftercare Planning	C4.6 APS Aftercare Planning
7.6 CPS Aftercare Planning	C4.3 CPS Aftercare Planning
Chapter 9 Status Offender Services	Chapter C11 Status Offender Services
9.1 Introduction to Status Offender Services	C11.1 Introduction to Status Offender Services
9.2 Kentucky Status Offenders	C11.2 Kentucky Status Offenders
9.3 In State Runaways	C11.3 In State Runaways
9.4 Runaways from Out of State	C11.4 Runaways from Out of State
9.7 Intake and Investigation, Including Interviews	C11.5 Intake and Investigation, Including Interviews
9.8 Dispositional Reports for Status Offenders	C11.6 Dispositional Reports for Status Offenders
9.9 Assessment	C11.7 Assessment
9.10 In Home Case Planning	C11.8 In Home Case Planning
9.11 In Home Service Provision	C11.9 In Home Service Provision
9.13 Placement for Status Offenders	C11.10 Placement for Status Offenders
9.18 Ongoing Services	C11.11 Ongoing Services
9.19 Case Closure and Aftercare Planning	C11.12 Case Closure and Aftercare Planning
Chapter 10 Interstate Compact on the Placement of Children	Chapter C10 Interstate Compact on the Placement of Children
10.1 Introduction to ICPC Home Studies	C10.1 Introduction to ICPC Home Studies
10.2 Priority Placement Request for a Kentucky Child	C10.2 Priority Placement Request for a Kentucky Child
(Regulation 7)	(Regulation 7)

10.3 Non-Priority Request to Place a Kentucky Child	C10.3 Non-Priority Request to Place a Kentucky Child
in Another State with a Parent, Relative, or Fictive Kin	in Another State with a Parent, Relative, or Fictive Kin
Caregiver SOP CITATION PRIOR TO 2/17/25	Caregiver NEW SOP CITATION
10.4 Request to Place a Kentucky Child in Another	C10.4 Request to Place a Kentucky Child in Another
State with a Parent or Relative/Fictive Kin Caregiver –	State with a Parent or Relative/Fictive Kin Caregiver –
_	_
Court Jurisdiction Only Cases 10.5 Request to Place a Kentucky Child in Another	Court Jurisdiction Only Cases C10.5 Request to Place a Kentucky Child in Another
State for Foster Care or Adoption	State for Foster Care or Adoption
10.6 Request from Another State to Place a Child with	C10.6 Request from Another State to Place a Child
a Parent or Relative/Fictive Kin Caregiver in Kentucky	with a Parent or Relative/Fictive Kin Caregiver in
a raient of Relative/Fictive Rin Garegiver in Rentucky	Kentucky
10.7 Request from Another State to Place a Child for	C10.7 Request from Another State to Place a Child for
Foster Care or Adoption in Kentucky	Foster Care or Adoption in Kentucky
10.8 Request for Supervision and Services for ICPC	C10.8 Request for Supervision and Services for ICPC
Placements, Including Ongoing Contact with Child	Placements, Including Ongoing Contact with Child
10.9 Case Closure (Termination of Jurisdiction)	C10.9 Case Closure (Termination of Jurisdiction)
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