



CABINET FOR HEALTH AND FAMILY SERVICES

DCBS-TRIS
PERSONNEL

FAMILY PRESERVATION PROGRAM

PERSONNEL UPDATE FORM

SOCIAL SECURITY NUMBER: _____ - _____ - _____

FIRST NAME: _____ MIDDLE INITIAL: _____ LAST NAME: _____

Check the appropriate box:

NEW EMPLOYEE

CHANGES IN PERSONAL INFORMATION

Please write in any changes to Personal Information in the section below.

EXISTING EMPLOYEE

TERMINATION

Please complete the Agency & Employment Information Section below.

AGENCY & EMPLOYMENT INFORMATION SECTION

BIRTH DATE: _____
(MM/DD/YY)

RACE: _____
CODES ON THE BACK

SEX: MALE FEMALE

OFFICE PHONE: (____) _____

OFFICE FAX: (____) _____

AGENCY NAME: _____

WORK ADDRESS: _____

CITY: _____ STATE: _____ ZIP CODE: _____

DATE EMPLOYED: _____ COUNTY: _____ REGION: 17 Family Preservation
(MM/DD/YY) CODES ON THE BACK

EMPLOYER: 03 JOB CLASSIFICATION: _____ CODE: CODES ON THE BACK

OTHER: _____

E-MAIL ADDRESS: _____

SUPERVISOR INFORMATION SECTION

SSN: _____ - _____ - _____ NAME: _____

E-MAIL ADDRESS: _____

Please FAX the completed form to the TRIS Office at (859) 622-6392. These forms should NOT be emailed as the form contains confidential information! Please fax or mail them only.

Visit us on the web at: <http://tris.eku.edu/dcbs>



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COUNTY CODES:

001 Adair	061 Knox
002 Allen	062 Larue
003 Anderson	063 Laurel
004 Ballard	064 Lawrence
005 Barren	065 Lee
006 Bath	066 Leslie
007 Bell	067 Letcher
008 Boone	068 Lewis
009 Bourbon	069 Lincoln
010 Boyd	070 Livingston
011 Boyle	071 Logan
012 Bracken	072 Lyon
013 Breathitt	073 McCracken
014 Breckinridge	074 McCreary
015 Bullitt	075 McLean
016 Butler	076 Madison
017 Caldwell	077 Magoffin
018 Calloway	078 Marion
019 Campbell	079 Marshall
020 Carlisle	080 Martin
021 Carroll	081 Mason
022 Carter	082 Meade
023 Casey	083 Menifee
024 Christian	084 Mercer
025 Clark	085 Metcalfe
026 Clay	086 Monroe
027 Clinton	087 Montgomery
028 Crittenden	088 Morgan
029 Cumberland	089 Muhlenburg
030 Daviess	090 Nelson

RACE CODES:

0 Caucasian
 1 African-American
 2 Hispanic
 3 Asian
 4 American Indian
 5 Other
 6 Not Specified

JOB CLASS CODES:

0022 Family Preservation Program Supervisor
 0023 Family Preservation Program Therapist
 0024 Family Preservation Program Director
 0025 Family Preservation Administrative
 0026 FACTS Therapist
 0099 Other

031 Edmonson	091 Nicholas
032 Elliott	092 Ohio
033 Estill	093 Oldham
034 Fayette	094 Owen
035 Fleming	095 Owsley
036 Floyd	096 Pendleton
037 Franklin	097 Perry
038 Fulton	098 Pike
039 Gallatin	099 Powell
040 Garrard	100 Pulaski
041 Grant	101 Robertson
042 Graves	102 Rockcastle
043 Grayson	103 Rowan
044 Green	104 Russell
045 Greenup	105 Scott
046 Hancock	106 Shelby
047 Hardin	107 Simpson
048 Harlan	108 Spencer
049 Harrison	109 Taylor
050 Hart	110 Todd
051 Henderson	111 Trigg
052 Henry	112 Trimble
053 Hickman	113 Union
054 Hopkins	114 Warren
055 Jackson	115 Washington
056 Jefferson	116 Wayne
057 Jessamine	117 Webster
058 Johnson	118 Whitley
059 Kenton	119 Wolfe
060 Knott	120 Woodford