Kentucky Family Planning - Title X Expectations for Health Departments

Document	Due Date	Submit to
Quarterly Report	January 10th for October 1 – December 31 Quarter April 10th for January 1-March 31 Quarter July 10th for April 1 - June 30 Quarter October 10th for July 1 – September 30 Quarter	Electronic submission from emailed link
Annual Forms May Be Submitted With Quarterly Report • I&E Meeting Minutes (Local Committee) • Community Participation Education and Project Promotion Plan • Outreach Event • Quality Improvement	Once per calendar year (No minutes are required if participating on the state I&E team)	May upload and submit with Quarterly Report
Family Planning Policy Review	Once every three years (One policy review per district, not per service site)	Electronic submission
Annual Chart Review	Ten charts per calendar year (per each service site)	Electronic submission

August 2024