

5101:2-38-20

**Public children services agencies requirements for child abuse and neglect reports receiving on-going services in alternative response.**

(A) This rule applies to public children services agencies (PCSAs) that received training and written approval from the Ohio department of job and family services (ODJFS) to participate in alternative response.

(B) The PCSA shall implement the following planning and review tools for screened in child abuse and neglect reports assigned to the alternative response pathway to receive ongoing services:

(1) The JFS 01418 "Alternative Response Family Service Plan" (rev. 3/2011).

(2) The JFS 01417 "Alternative Response Family Service Plan Review" (rev. 3/2011).

(3) The JFS 01423 "Alternative Response Ongoing Case Assessment" (rev. 7/2008).

(C) The PCSA shall do one of the following upon reaching a case decision to continue PCSA services after completion of the JFS 01419 "Alternative Response Family Assessment" (rev. 7/2008):

(1) Develop and implement a JFS 01418 with the parent, guardian or custodian no later than thirty days from the completion date of the JFS 01419.

(2) Develop and implement a JFS 01410 "Comprehensive Assessment and Planning Model - I.S., Case Plan" (rev. 2/2006) pursuant to rule 5101:2-38-01 of the Administrative Code.

(3) Continue to implement the JFS 01418 previously developed after the assessment of safety.

(D) The PCSA shall obtain signatures from the child's parent, guardian, or custodian on the JFS 01418 or JFS 01410. The PCSA shall provide each with a copy of the JFS 01418 or JFS 01410.

(E) The PCSA shall update the JFS 01418 or JFS 01410, when changes occur regarding any of the following:

(1) The conditions of the child.

(2) The family service plan participants.

(3) The family service plan activities.

(4) The provision of supportive services.

- (5) The safety or risk to the child.
- (F) The PCSA shall seek agreement and obtain signatures from and provide a copy of the updated JFS 01418 or JFS 01410 to the child's parent, guardian, or custodian within seven days of the update.
- (G) The PCSA shall make face-to-face contact with each parent, guardian or custodian, and child participating in and being provided services through the JFS 01418 or JFS 01410, at least two times each month to monitor progress on the service plan activities. At least one contact every two months shall be made in the child's home.
- (H) If the initial attempt to complete a face-to-face contact pursuant to paragraph (G) of this rule is unsuccessful, within the calendar month the PCSA shall attempt to make a minimum of two additional attempts to complete the face-to-face contact.
- (I) If the PCSA and the child's parent, guardian, or custodian can no longer agree on the service plan, the PCSA shall do one of the following:
- (1) Close the case.
  - (2) File a complaint with the court pursuant to section 2151.27 of the Revised Code if the child is or may become an abused, neglected, or dependent child, and intervention of the court is needed for the child's protection.
- (J) The PCSA shall convert a case from the alternative response pathway to the traditional response pathway when either of the following occurs:
- (1) The family requests a pathway change from the alternative response pathway to the traditional response pathway.
  - (2) The PCSA files a complaint with the juvenile court pursuant to section 2151.27 of the Revised Code alleging the child is or may become an abused, neglected or dependent child.
- (K) The PCSA shall review the progress on the service plan activities every ninety days after the completion date of the JFS 01419 by completing either the JFS 01417 or the JFS 01413 "Comprehensive Assessment Planning Model - I.S., Case Review" (rev. 2/2006), pursuant to rule 5101:2-38-09 of the Administrative Code.
- (L) The PCSA shall encourage the participation of the child's parent, guardian, or custodian in all family service plan reviews and may involve others, as appropriate.
- (M) The PCSA shall complete the JFS 01417 or the JFS 01412 "Comprehensive Assessment and Planning Model - I.S., Semiannual Administrative Review (SAR)" (rev 2/2006) no later than every six months from completion of the JFS 01419. Written notification, including the date, time, and place for the SAR, shall be

provided to the child, if age appropriate, and the child's parent, guardian, or custodian.

(N) The SAR shall, at a minimum, include the following individuals:

- (1) A caseworker who has a connection with the family and knowledge of the family service plan.
- (2) A supervisor or designee.

(O) The PCSA shall invite the following individuals to participate in the SAR:

- (1) The child's parent, guardian, or custodian.
- (2) The child, if age appropriate.

(P) If the PCSA determines a child to be in immediate danger of serious harm during the provision of ongoing services, the PCSA shall follow procedures outlined in rule 5101:2-37-02 of the Administrative Code.

(Q) The PCSA shall close the case when all of the following occur:

- (1) The PCSA has determined there are no active safety threats.
- (2) The PCSA and family agree that services are no longer needed.
- (3) The PCSA has notified the principals of the case of the closure.
- (4) The PCSA has completed the JFS 01417 or JFS 01413 documenting the intent to close the case.

(R) The PCSA shall maintain a copy of the original JFS 01418 or JFS 01410, all updates, documentation of face-to-face contacts, including all attempts to monitor progress of the case plan objectives and any JFS 01417 in the case record pursuant to rule 5101:2-33-23 of the Administrative Code.

Effective: 07/01/2011

R.C. 119.032 review dates: 07/01/2016

CERTIFIED ELECTRONICALLY

---

Certification

05/23/2011

---

Date

Promulgated Under: 119.03  
Statutory Authority: Sec. 309.45.10 of Am. Sub. H.B. 1 of the 128th  
General Assembly, 5153.166  
Rule Amplifies: Sec. 309.45.10 of Am. Sub. H.B. 1 of the 128th  
General Assembly