

3701-8-07

**Monitoring and compliance.**

- (A) The department shall monitor each county HMG system for compliance with this chapter, Part C regulations and the terms of any contract or grant authorizing the award of HMG funds to the county.
- (B) The director shall ensure a help me grow system review is conducted for every county receiving HMG funding. The department review may include an on-site visit, a desk review, or both.
- (1) An onsite visit or desk review may be conducted by one or more of the following team members as designated by the department:
- (a) The director of health or the director's designee, who shall serve as team coordinator;
- (b) The director of the Ohio department of job and family services or the director's designee;
- (c) The director of the Ohio department of mental retardation and developmental disabilities or the director's designee;
- (d) A representative of the Ohio office of family and children first; and
- (e) Additional members as appointed to the team by the director of health which include a parent of a child that is or has received services offered under the HMG program.
- (2) An on-site visit may include but is not limited to observation of the administration of HMG and provision of direct services, examination of records relevant to HMG, and focus group or individual interviews.
- (3) A desk review may include review of electronic data, county records and consumer satisfaction surveys and other documentation as requested.
- (C) Following the HMG system review, the team shall submit a written report to the director. The report shall include the team's findings of fact and conclusions related to the county's compliance with this chapter, Part C regulations and terms of any contract or grant authorizing the award of HMG funds.
- (D) If the director determines that the county is not in compliance with this chapter, Part C regulations or the terms of a contract or grant authorizing the award of HMG funds, the director shall, within fifteen days of receiving the team's report, notify the county of non-compliance. The director's notice shall also require the county FCFC to submit a continuous improvement plan addressing the areas of non-compliance in the report and timelines for achieving compliance.
- (E) The county FCFC shall cooperate with the director and review team during any

review process and shall provide access to any and all documents and information requested by the director or review team.

(F) The director may withhold funds to a county if:

(1) The county FCFC receives the director's finding of noncompliance and fails to submit a plan of continuous improvement or fails to come into compliance in accordance with the plan of continuous improvement; or

(2) The county FCFC does not cooperate with the director or review team during a review.

The director's finding of non-compliance and decision to withhold funds is final and is not subject to appeal.

(G) Delivery of all notices or correspondence regarding HMG funds shall be made to the county's named project director, FCFC administrative agent and FCFC coordinator.

Effective:

R.C. 119.032 review dates:

---

Certification

---

Date

Promulgated Under:	119.03
Statutory Authority:	3701.61
Rule Amplifies:	3701.61