

5101:2-37-03

PCSA requirements for completing the family assessment.

(A) The JFS 01400 "Comprehensive Assessment and Planning Model - I.S., Family Assessment" (rev. 2/2006) shall be completed for all of the following reports:

- (1) Intra-familial child abuse and neglect reports, including those which are third party.
- (2) Dependency reports.

(B) Completion of the JFS 01400 is optional for any intakes classified under the family in need of services intake category pursuant to rule 5101:2-36-01 of the Administrative Code.

(C) The JFS 01400 shall be completed on all cases transferred for ongoing public children services agency (PCSA) services prior to completion of the case plan pursuant to rule 5101:2-38-01 or 5101:2-38-05 of the Administrative Code, except for the following family in need of services reports:

- (1) Deserted child.
- (2) Emancipated youth.
- (3) Permanent surrender.

(D) The PCSA shall complete the JFS 01400 regarding the family of the alleged child victim. For the purpose of completing the JFS 01400, family includes all of the following individuals, as applicable:

- (1) Alleged child victim.
- (2) Siblings of the alleged child victim, including step or half siblings residing in the home.
- (3) Parent, guardian, or custodian of the alleged child victim.
- (4) Paramour of the custodial parent, guardian, or custodian residing in the home.
- (5) Children of the paramour residing in the home.
- (6) Other children residing in the home of whom the parent, guardian, or custodian has custody or guardianship.
- (7) A related or unrelated adult residing in the home who has routine responsibility for care of the alleged child victim and siblings.

(E) The PCSA shall complete the JFS 01400 within thirty days from the date the report was screened in or within forty-five days when sufficient information is not

available and a justification to extend the time frame has been completed and approved by the supervisor pursuant to rule 5101:2-36-11 of the Administrative Code.

(F) The PCSA shall complete and maintain the JFS 01400 and the justification to extend the time frame, if applicable, in the case record.

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CERTIFIED ELECTRONICALLY

Certification

02/03/2006

Date

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