

5101:2-38-08**Child's education and health information.**

(A) The public children services agency (PCSA) shall complete the JFS 01443 "Child's Education and Health Information" (rev. 2/2006) form when a child is placed in a substitute care setting, or at the time the case plan document is completed pursuant to rule 5101:2-38-05 of the Administrative Code, whichever occurs first.

(B) The PCSA shall complete the JFS 01443 when any of the following occur:

(1) A semiannual administrative review is conducted pursuant to rule 5101:2-38-10 of the Administrative Code.

(2) Any time there is a placement change.

(3) Any time there is a change in any of the health or education information required on the JFS 01443.

(C) The JFS 01443 shall contain information regarding a child's medical history including, but not limited to, the following:

(1) Name(s) and address(es) of the child's health care provider(s).

(2) Child's known medical problems.

(3) Child's medications.

(4) A record of the child's immunizations.

(5) Any other pertinent health information concerning the child such as:

(a) Child's medication allergies and any other known allergies.

(b) Childhood illnesses.

(c) Child's last physical and dental exams.

(D) The JFS 01443 shall contain information regarding a child's educational background including, but not limited to, the following:

(1) Name(s) and address(es) of the child's educational provider(s).

(2) Child's grade level performance.

(3) Child's school records, including, but not limited to:

(a) Child's grade level.

(b) Disciplinary issues.

(c) Attendance.

(4) Any other pertinent educational information concerning the child's educational background such as:

(a) Special education requirements.

(b) Any developmental delays or learning disabilities.

(E) If there are circumstances in which the health and education records are unavailable, or inaccessible, the PCSA shall provide written documentation on the JFS 01443 describing the reasons why this information is unavailable, or inaccessible, and the steps being taken by the PCSA to obtain such information.

(F) The PCSA shall provide the parent, guardian, or custodian, or if applicable, pre-finalized adoptive parent, and the substitute caregiver with a copy of the completed JFS 01443 at the time the case plan document is completed pursuant to rule 5101:2-38-05 of the Administrative Code; any time the JFS 01443 is updated a copy of the updated form shall be provided no later than seven calendar days after the PCSA has received the information and completed the JFS 01443.

(G) If the PCSA determines that sharing the identifying information contained on the JFS 01443 may result in adverse or negative consequences to the child, the PCSA may delete any information that identifies the current school of attendance or the medical provider from the copy of the JFS 01443 form which is provided to the parent, guardian, or custodian. A statement providing full explanation of the reasons for not sharing this information shall be contained in the PCSA case record prepared pursuant to rule 5101:2-33-23 of the Administrative Code.

(H) The PCSA shall maintain a copy of the JFS 01443 in the case record.

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Effective:

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Certification

Date

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