

5101:2-40-02**Supportive services for prevention of placement, reunification and life skills.**

(A) The primary goals of all supportive services are:

- (1) To respect and support the integrity of the child's family unit.
- (2) To prevent placement of a child away from his family or caretaker.
- (3) To enable a child's return home or to an alternative permanent placement.
- (4) To assist a child who has attained the age of sixteen to prepare for transition from substitute care to independent living and self sufficiency.

(B) Supportive service shall be made available by the public children services agency (PCSA) to the child, his parent, guardian, or custodian through one or more of the following:

- (1) Information and referral services to community resources.
- (2) Direct services from the PCSA.
- (3) Contract services from community service providers.
- (4) Compact services from community service providers.
- (5) Direct and indirect services from child abuse and neglect multidisciplinary teams.
- (6) Direct and indirect services through the county family and children first council and/or county "Help Me Grow" provider.

(C) Supportive services shall be based upon the PCSA's assessment of safety and risk to the child and shall be available during all of the following:

- (1) The safety planning process.
- (2) The assessment/investigation process.
- (3) The supervision of a child in his own home without court order.
- (4) The protective supervision of a child as ordered by the court.
- (5) The child's substitute care placement.
- (6) The period immediately following reunification of the child, as appropriate.

(D) Supportive services shall be available when one or more of the following exists:

- (1) The child, his parent, guardian, or custodian have requested services, and the PCSA has determined such services are necessary.
 - (2) The case decision or other information obtained during or after the assessment/investigation indicates the need for the services.
 - (3) The PCSA has received an order of protective supervision.
 - (4) The child has been placed in a substitute care placement.
- (E) When one or more of the conditions listed in paragraph (D) of this rule exist, the JFS 01410 "Comprehensive Assessment and Planning Model Interim Solution, Case Plan" (rev. 2/2006), shall be prepared as set forth in rules 5101:2-38-01 and 5101:2-38-05 of the Administrative Code.
- (F) The PCSA shall establish procedures for referral of a child who is the subject of a report and who is not at risk of imminent harm to a community organization or voluntary preventive services.
- (G) The PCSA may provide any of the mandated services identified in this paragraph directly, or through arrangement with a community service provider:
- (1) Case management services. "Case management services" means activities performed by the PCSA or private child placing agency (PCPA) for the purpose of providing, recording and supervising services to a child and his parent, guardian, custodian, caretaker or substitute caregiver.
 - (2) Counseling services, which may include one or both of the following:
 - (a) General counseling services performed by a PCSA or shelter for victims of domestic violence to assist a child, a child's parents, and a child's sibling in alleviating identified problems that may cause or have caused the child to be an abused, neglected, or dependent child.
 - (b) Psychiatric or psychological therapeutic counseling services provided to correct or alleviate any mental or emotional illness or disorder and performed by a licensed psychiatrist, licensed psychologist, or person licensed under Chapter 4757. of the Revised Code to engage in social work or professional counseling.
 - (3) Diagnostic services. "Diagnostic services" means medical, psychiatric, or psychological services performed by a licensed physician, psychiatrist, psychologist, licensed professional counselor with clinical endorsement, or a licensed independent social worker for the purpose of evaluating an individual's current physical, emotional, or mental condition.

- (4) "Help Me Grow" early intervention services. "Help Me Grow early intervention services" means services provided to a child under age three which can include developmental evaluations and assessments, speech and hearing services, family training and counseling, home visits, occupational or physical therapy, social and psychological services and service coordination.
 - (5) Emergency shelter. "Emergency shelter" means the short-term crisis placement of any child who is threatened or alleged to be abused, neglected, or dependent to an extent that there is imminent risk to the child's life, physical or mental health, or safety.
 - (6) Home health aide services. "Home health aide services" means the personal care and maintenance activities provided to individuals for the purpose of promoting normal standards of health and hygiene.
 - (7) Homemaker services. "Homemaker services" means the professionally directed or supervised simple household maintenance or management services provided by trained homemakers or individuals to families in their own homes.
 - (8) Protective day care services. "Protective day care services" means services provided for a portion of the twenty-four hour day for the direct care and protection of children who have been harmed or threatened with harm, or who are at risk of abuse, neglect, or exploitation due to a psychological or social problem, or physical or mental handicap of a caretaker parent, or whose health or welfare is otherwise jeopardized by their home environment.
 - (9) Substitute care. "Substitute care" means the care provided to a child apart from his parent or guardian, while the child's custody is held by a PCSA or private child placing agency (PCPA).
 - (10) Therapeutic services. "Therapeutic services" means medical, psychiatric or psychological services performed by licensed or certified physicians, psychiatrists, psychologists, professional counselors or independent social workers for the purpose of correcting or alleviating physical, mental, or emotional illnesses, or disorders.
- (H) When the PCSA determines that an emergency exists and supportive services are necessary, the PCSA shall immediately, but no later than the next working day after making this determination, make available any appropriate mandated services identified in paragraph (G) of this rule. Emergency supportive services shall be provided in order to:
- (1) Prevent child abuse or neglect.
 - (2) Prevent or eliminate the need for removal of the child from his home.

- (3) Prevent placement of a child away from his kinship care family.
 - (4) Safely return a child to his parent, guardian, or custodian.
- (I) The PCSA shall, within fourteen days from the date the case plan has been approved by the parent, guardian, or custodian and the court, if applicable, make available such mandated services listed in paragraph (G) of this rule by providing or arranging the service.
- (J) The PCSA shall within thirty days from the date the case plan has been approved by the parent, guardian, or custodian and the court, if applicable, make available such mandatory services listed in this paragraph:
 - (1) Adoption. "Adoption" means the creation , by a court of competent jurisdiction, of parental rights and responsibilities between a child and an adult, along with the termination of all parental rights and responsibilities to the child held by any other persons, which have not been previously surrendered or terminated by court order.
 - (2) Information and referral services. "Information and referral services" means services which may assist any person in location and/or using available and appropriate resources.
 - (3) Life skill services. "Life skill services" means a series of developmentally appropriate services or activities that provide an opportunity for a child to gain the skills needed to live a self-sufficient adult life pursuant to rule 5101:2-42-19 of the Administrative Code.
 - (4) Unmarried parent services, as defined in rule 5101:2-42-70 of the Administrative Code.
- (K) If there are barriers to the provision or arrangement of appropriate services, the PCSA caseworker must identify them, and have the immediate supervisor or the director review the information, which indicates that the appropriate services cannot be provided directly or arranged.
- (L) The results of the supervisory review must be documented in the case record showing which services were needed, and the barriers causing the PCSA's inability to provide them directly, or arrange for their provision.
- (M) The PCSA shall make available a minimum of three of the following supportive services within the county:
 - (1) Community education services. "Community education services" means a range of public information activities designed to increase the public awareness of child abuse or neglect and to promote appropriate utilization of services.

- (2) Crisis services. "Crisis services" means services provided to families in crisis situations for the purpose of providing an immediate or temporary solution to the presenting problem.
 - (3) Emergency caretaker. "Emergency caretaker" means services provided by a person placed within a child's own home to act as a temporary caretaker when the child's own caretaker is unable or unwilling to fulfill the responsibility.
 - (4) Employment and training services. "Employment and training services" means services designed to assist individuals in obtaining paid employment. Such services may include, but not be limited to, the use or social, psychological, and vocational diagnostic assessment, training, and placement.
 - (5) Environmental management services. "Environmental management services" means services offered to the child and his family or caretaker to improve physical living conditions and provide emergency funds. Such services may be provided, arranged, or ensured and may include, but not be limited to, housing repair, housing location, exterminating rodents or insects, lead abatement or making available financial assistance for outstanding utility bills.
 - (6) Parent aide services. "Parent aide services" means supportive services provided by a person assigned to families as a role model, and to provide family support for a portion of the twenty-four-hour day.
 - (7) Parent education services. "Parent education services" means a teaching process to assist a parent, guardian, or custodian in developing the basic skills necessary to provide adequate care and support to a child in his own home.
 - (8) Crisis nursery. "Crisis nursery" means an emergency facility designed to prevent the occurrence of abuse or neglect by assuming immediate child-care responsibility on behalf of caretakers who are experiencing a crisis.
 - (9) Day treatment services. "Day treatment services" means services provided for a portion of the day for a child living at home or in substitute care, who is at risk, or is being or has been abused or neglected, and who manifests emotional, psychological, behavioral, or social problems which cannot be resolved in nonspecialized educational or developmental settings, or in specialized settings such as learning behavioral disabilities classes.
 - (10) Volunteer services. "Volunteer services" means services performed by a person of his own free will and without monetary gain or compensation.
- (N) The PCSA may consider contacting the county department of job and family services (CDJFS) to determine if any services or assistance can be provided to families coming to its attention including but not limited to prevention, retention or

contingency (PRC) services.

(O) PCSAs may regionalize the provision of mandatory supportive services when appropriate. Each PCSA participating in the regionalization of supportive services must identify which services are regionalized, and what other counties are involved in the regionalization of services.

(P) When the PCSA has identified, through completion of a safety assessment, that a child is in immediate danger of serious harm because the parent, guardian, or custodian of the child has a chemical dependency problem or a chemical dependency problem was the basis for a court's determination that the child was an abused, neglected or dependent child, the agency shall:

(1) Develop and implement a safety plan pursuant to rule 5101:2-37-02 of the Administrative Code in order to protect and keep the child safe.

(2) Refer the parent, guardian, or custodian to an alcohol or drug addiction program certified by the Ohio department of alcohol and drug addiction services for initial screening, assessment, treatment or testing.

(3) Notify the CDJFS of the referral when the parent, guardian, or custodian is an Ohio works first (OWF) participant in order to determine if the self-sufficiency contract needs to be amended.

(Q) The PCSA may require the parent, guardian, or custodian to reimburse the agency for the costs incurred for alcohol or drug testing if the parent, guardian, or custodian is not a recipient of medicaid.

(R) At the conclusion of a diagnostic service or treatment, the PCSA shall request a written report from the service provider. Reports involving treatment shall contain information which indicates the progress the parent, guardian, or custodian and child have made to resolve areas identified in the provider's service or treatment plan. Such report shall be maintained in the case record.

(S) At the conclusion of a short-term, time-limited service or short-term, time-limited treatment, the PCSA shall request a report from the service provider. Reports involving treatment shall contain information which indicates the progress the parent, guardian, or custodian and child have made to resolve areas identified in the provider's service or treatment plan. If the report is not written, the service provider's identity, the date of the verbal report, and the content of the verbal report shall be documented in the case record.

(T) At a minimum of once every three months and at the conclusion of ongoing services or treatment, the PCSA shall request written or verbal reports from all ongoing service providers. Reports shall contain information which indicates the progress the parent, guardian, or custodian and child have made to resolve areas identified in the provider's service or treatment plan. Such written reports shall be included in

the case record. If the report is not written, the service provider's identity, the date of the verbal report, and the content of the verbal report shall be documented in the case record.

(U) The PCSA shall document the following in the case record:

- (1) Supportive service which have been offered or provided.
- (2) Supportive services planned, but not provided, and the reason the services were not provided.

(V) Services made available by the PCSA can be paid for through utilization of the following funding sources, if appropriate:

- (1) Title IV-B funds.
- (2) Title IV-E funds.
- (3) Title XX funds, through the CDJFS.
- (4) State child protection allocation.
- (5) Temporary assistance for needy families (TANF) funds, through CDJFS.
- (6) Local funds.

(W) Utilization of the funding sources outlined in paragraph (V) of this rule shall be governed by the respective guidelines of each funding source.

(X) The director of the PCSA shall be responsible for submitting a letter to the appropriate Ohio department of job and family services (ODJFS) field office by January first of every year that contains the following assurances:

- (1) That all supportive services mandated in paragraphs (G) and (J) of this rule are available to all children and families in need of services without regard to income, race, color, national origin, religion, social status, handicap, or sex.
- (2) That there is a commitment to maintaining and improving the quality of services for the support of families and the protection of children.
- (3) That there is a commitment to meeting staff resource requirements of the state and/or county civil service system.
- (4) That there are written policy and procedures for reviewing and resolving complaints concerning the provision of services and appeals by individuals who disagree with the PCSA report disposition of a report of child abuse and neglect pursuant to rule 5101:2-33-20 of the Administrative Code.

(a) The policy shall include the notification to individuals of their grievance review hearing process.

(Y) At the same time the director submits the letter, he or she may submit a request to obtain ODJFS approval to waive the requirement for the provision of homemaker or home health aide and/or protective day care services listed in paragraph (G) of this rule. A waiver for either or both of these services may be granted on an annual basis. In order for the waiver to be granted by ODJFS, the PCSA must provide the following information in the request for a waiver:

(1) The number of requests for the provision of protective day-care services or homemaker/home health aide services received during the last year.

(2) The number of times the agency provided protective day-care services or homemaker/home health aide services during the last year.

(3) Whether protective day-care services and/or homemaker/home health aide services are available within the county, and if not, where protective day-care services or homemaker/home health aide services are available in proximity to the county.

(4) The projected unit cost (per hour) for provision of protective day-care services or homemaker/home health aide services.

(5) The projected total cost for county/agency provision of protective day-care services or homemaker/home health aide services.

(Z) To secure a waiver, the PCSA must also certify that such service(s) are not needed by a significant number of persons within the county; are not available from the PCSA or other community resources within the county; and the cost of providing such service(s) is undue or excessive when compared to the benefits to be derived from the service(s).

(AA) Within thirty days of receipt and review of the information contained in this paragraph, ODJFS will notify the PCSA of receipt of the assurances and, if applicable, approval or disapproval of its request for a waiver.

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Certification

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