

5101:2-40-05      **PCSA requirements for providing family first prevention services.**

- (A) The public children services agency (PCSA) may provide family first prevention services to candidates for prevention services who have a screened in report by the PCSA through a "Prevention Services Plan" or "Family Case Plan", informed by the use of an assessment of safety and an assessment of risk.
- (B) The PCSA is to complete an assessment of safety and an assessment of risk for candidates for prevention services to determine the following:
- (1) The protective capacities of the parent, guardian, or custodian.
  - (2) The vulnerabilities of each child in the home.
  - (3) If an active safety threat is present.
  - (4) The presenting risk contributors of the family.
  - (5) The service needs of the family.
  - (6) The type of service plan to best match the family's needs.
- (C) The PCSA may initiate prevention services prior to the completion of the "Family Assessment".
- (D) The PCSA may provide prevention services by designating a case category in SACWIS of "Prevention Services" and developing a "Prevention Services Plan" or by designating a case category in SACWIS of "Ongoing" and developing a "Family Case Plan". Case category selection should be informed by the assessment of safety and risk in accordance with the following:
- (1) The PCSA is to select the "Ongoing" case category and follow the requirements set forth in rule 5101:2-38-01, 5101:2-38-05, or 5101:2-38-20 of the Administrative Code if:
    - (a) The family has an active "Safety Plan".
    - (b) The family has an active "Family Case Plan".
  - (2) The PCSA may select the "Prevention Services" case category for cases in which paragraph (D)(1) of this rule does not apply.
- (E) The PCSA is to complete and implement the "Prevention Services Plan" for cases assigned to the "Prevention Services" case category no later than thirty days from

the completion of the "Comprehensive Assessment Planning Model - I.S., Family Assessment" ("Family Assessment") in accordance with the following:

- (1) Include at least one evidence based practice service delivered by a "Center of Excellence" selected service provider.
  - (2) Obtain agreement on the "Prevention Services Plan"; obtain signatures from the child's parent, guardian, or custodian; and provide each with a copy of the "Prevention Services Plan" within seven days of the agreement.
- (F) The PCSA is to have at least one face to face contact with each parent, guardian, or custodian and child involved in the "Prevention Services Plan" every other month in the child's home. During contact the PCSA is to:
- (1) Assess child safety;
  - (2) Review the "Prevention Services Plan";
  - (3) Obtain the family's perception and experiences with the service provider;
  - (4) Determine if there are any desired changes to the service plan.
- (G) The PCSA is to have minimum monthly contact with each service provider involved in the "Prevention Services Plan". If more frequent contact is required by the evidence based practice those standards should be followed and fidelity to the model will be monitored by the "Center of Excellence". During monthly contact the PCSA is to obtain:
- (1) Actions and activities completed by the provider and the family;
  - (2) Desired service outcomes and progress of the family;
  - (3) Presenting concerns regarding child safety within the family;
  - (4) Changes to the provider's service plan delivery.
- (H) The PCSA is to review the progress of the "Prevention Services Plan" no later than every ninety days after the completion date of the "Family Assessment" by completing the "Prevention Plan Review". The "Prevention Plan Review" is to contain a summary of the service provider contacts and family contacts.
- (I) The PCSA is to complete the "Comprehensive Assessment and Planning Model - I.S., Semiannual Administrative Review (SAR)" no later than every one hundred eighty days from completion of the "Family Assessment". The PCSA will invite parties to

the "Prevention Services Plan" and provide a copy pursuant to rule 5101:2-38-10 of the Administrative Code.

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

(K) The PCSA is to transfer a "Prevention Services Plan" under the "Prevention Services" case category in SACWIS to a "Family Case Plan" under the "Ongoing" case category in SACWIS if the following occurs during the provision of prevention services:

(1) An assessment of safety or risk identifies the need for services better suited for a family through a "Family Case Plan" under the "Ongoing" case category in SACWIS pursuant to rule 5101:2-38-01, 5101:2-38-05 or 5101:2-38-20 of the Administrative Code.

(2) A "Safety Plan" is implemented pursuant to rule 5101:2-37-02 of the Administrative Code.

(3) The family requests to be served through a "Family Case Plan" under the "Ongoing" case category in SACWIS.

(L) The PCSA is to update the "Prevention Services Plan" and obtain signatures from the child's parent, guardian, or custodian; and provide each with a copy of the plan within seven days of the agreement if there is a change in the following:

(1) Services.

(2) Participants.

(3) Service provider.

(M) If the child's parent, guardian, or custodian no longer agree on the "Prevention Services Plan", the PCSA is to assess the safety and risk and determine one of the following:

(1) Discontinue all services and close the case.

(2) Offer voluntary services through the "Family Case Plan" under the "Ongoing" case category in SACWIS if safe and appropriate.

(3) File a complaint with the court pursuant to section 2151.27 of the Revised Code if the child is an abused, neglected, or dependent child and intervention of the court is needed for the child's protection.

(N) The PCSA is to complete the following to close a prevention services case:

(1) Complete a "Prevention Plan Review" within thirty days of closure;

(2) Notify the participants and service providers of the intent to close the prevention services case and terminate the "Prevention Services Plan" in writing; and

(3) Terminate the "Prevention Services" case category in SACWIS.

(O) The PCSA is to record and maintain all documentation in SACWIS.

Effective: 4/1/2021

Five Year Review (FYR) Dates: 04/01/2026

CERTIFIED ELECTRONICALLY

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Certification

03/22/2021

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Date

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