

5101:2-42-19

**Requirements for the provision of independent living services to youth in custody.**

- (A) Independent living services shall be provided to each youth in the custody of a public children services agency (PCSA) or private child placing agency (PCPA) or a Title IV-E agency who has attained the age of sixteen to prepare them for the transition from agency custody to self-sufficiency. Independent living services may be provided to a youth under age sixteen when the ~~PCSA or PCPA~~ custodial agency deems services to be appropriate. When determining the appropriateness of independent living services for youth under sixteen years of age, the ~~PCSA or PCPA~~ custodial agency shall consider the likelihood the youth will remain in agency custody until the youth's eighteenth birthday.
- (B) If a PCSA is providing independent living services to an eligible unmarried minor female who is pregnant or has a child and is part of an "Ohio Works First" (OWF) assistance group, the PCSA shall inform the local county department of job and family services (CDJFS) of the PCSA's involvement with the family in order to ensure coordination of services.
- (C) The ~~PCSA or PCPA~~ custodial agency shall conduct a life skills assessment on each youth in agency custody, who has reached age sixteen. The assessment shall be completed no later than sixty days after the youth's sixteenth birthday or sixty days after the youth enters agency custody, whichever is first. A life skills assessment shall establish the need for independent living services identified in paragraph ~~(D)~~ of this rule. The life skills assessment shall be completed with documented input from the youth, the youth's caregiver, and the youth's case manager. Youth under age sixteen, if deemed appropriate by the agency, shall be assessed for independent living services.
- (D) The custodial agency shall assist the youth in securing a credit report as described in rule 5101:2-38-10 of the Administrative Code.

Within sixty days of the youth's sixteenth birthday or sixty days after the youth enters agency custody after his/her sixteenth birthday, the custodial agency shall ensure the youth obtain a credit report from each major consumer credit reporting agency.

The custodial agency shall assist the youth in interpreting their consumer credit report and in resolving any inaccuracies in their credit report.

The custodial agency shall ensure that the youth obtain a credit report annually until discharged from custody.

- (E) The custodial agency shall develop a written independent living plan within thirty days of the completion of the assessment required by paragraph (C) of this rule. The plan shall be based upon the activities required by paragraphs (C) and (D) of

this rule, and include input from the youth, the youth's case manager, and the caregiver. The independent living plan shall document the strengths, limitations, and resources of the youth and outline the services to be provided. The independent living plan shall be reviewed and revised as needed at least every ninety days thereafter taking into consideration the age appropriate needs and the developmental stage of the youth, until the agency's custody is terminated.

~~(D)~~(F) Independent living services, based on the plan assessment required by paragraph ~~(C)~~ (E) of this rule shall include, but not be limited to:

(1) Academic support including:

- (a) Academic counseling.
- (b) Preparation for a GED.
- (c) Assistance in applying for or studying for a GED exam.
- (d) Tutoring.
- (e) Help with homework.
- (f) Study skills training.
- (g) Literacy training.
- (h) Help accessing educational resources.

(2) Post secondary educational support including:

- (a) Classes for test preparation.
- (b) Counseling about college.
- (c) Information about financial aid and scholarships.
- (d) Help completing college or loan applications.
- (e) Tutoring while in college.

(3) Career preparation including:

- (a) Vocational and career assessment, career exploration and planning, guidance in setting and assessing vocational and career interests and skills and help in matching interests and abilities with vocational goals.
- (b) Job seeking and job placement support, identifying potential employers, writing resumes, completing job applications, developing interview skills, job shadowing, receiving job referrals, using career resource libraries, understanding employee benefits coverage, and securing work permits.
- (c) Retention support, and job coaching.
- (d) Learning how to work with employers and other employees.
- (e) Understanding workplace values such as timeliness and appearance.
- (f) Understanding authority and customer relationships.

(4) Employment programs or vocational training including:

- (a) Participation in an apprenticeship, internship, or summer employment program.
- (b) Participation in vocational or trade programs and the receipt of training in occupational classes for such skills as cosmetology, auto mechanics, building trades, nursing, computer science, and other current or emerging employment sectors.

(5) Budget and financial management services including:

- (a) Provision of information on Living living within a budget.
- (b) Provision of information on Opening opening and using a checking or saving savings account.
- (c) Provision of information on Balancing balancing a checkbook.

- (d) Provision of information on ~~Developing~~ developing consumer awareness and smart shopping skills.
  - (e) Assist in ~~Accessing~~ accessing information about credit, loans and taxes.
  - (f) Assist in ~~Filling~~ filling out tax forms.
- (6) Housing, education and home management training including:
- (a) Assistance or training in locating and maintaining housing, filling out a rental application and acquiring a lease, handling security deposits and utilities, understanding practice for keeping a healthy and safe home, understanding tenants rights and responsibilities, and handling landlord complaints.
  - (b) Instruction in food preparation, laundry, housekeeping, living cooperatively, meal planning, grocery shopping and basic maintenance and repairs.
- (7) Health education and risk prevention including:
- (a) Hygiene, nutrition, fitness and exercise, and first aid information.
  - (b) Medical and dental care benefits, health care resources and insurance, prenatal care and maintaining personal medical records.
  - (c) Sex education, abstinence education, and HIV prevention, education and information about sexual development and sexuality, pregnancy prevention and family planning and sexually transmitted diseases and AIDS; substance abuse prevention and intervention, including education and information about the effects and consequences of substance use (alcohol, drugs, tobacco) and substance avoidance and intervention.
- (8) Family support and healthy marriage education including education and information about safe and stable families, healthy marriages, spousal communication, parenting, responsible fatherhood, childcare skills, teen parenting and domestic and family violence prevention.
- (9) Mentoring including matched with a screened and trained adult for a

one-on-one relationship that involves the two meeting on a regular basis. Mentoring can be short-term, but may also support the development of a long-term relationship.

(10) Supervised independent living including a youth who is living independently under a supervised arrangement paid for or provided by the county agency.

(11) Room and board financial assistance for rent deposits, utilities, and other household start-up expenses.

~~(E)~~ The PCSA or PCPA shall develop a written independent living plan within thirty days of the completion of the assessment required by paragraph (D) of this rule, to help the youth achieve self-sufficiency. The plan shall be based upon the assessment and include input from the youth, the youth's case manager, the caregiver, and significant others in the youth's life. The independent living plan shall document the strengths, limitations, and resources of the youth and outline the services to be provided. The independent living plan shall be reviewed at least every ninety days thereafter until the agency's custody is terminated.

~~(F)~~(G) The custodial agency PCSA or PCPA shall provide independent living services training opportunities to caregivers caring for adolescents.

~~(G)~~(H) The custodial agency PCSA or PCPA shall include in the independent living plan the contact information containing the names, addresses and phone numbers of significant others, such as former foster parents, friends, mentors and extended family members as provided by the young adult.

~~(H)~~(I) A PCSA shall ensure the following information is entered into statewide automated child welfare information system ( SACWIS); and a PCPA or Title IV-E agency shall ensure that the information is documented in the case record by the youth's seventeenth birthday:

(1) All services provided to youth as indicated in paragraph ~~(E)~~ (F) of this rule.

(2) Youth characteristics including:

(a) Education levels.

(b) Tribal membership.

(c) Delinquency adjudication.

(d) Special education.

(3) Basic demographics of the youth including:

(a) Sex.

(b) Race.

~~(J)~~(J) The PCSA shall enter in SACWIS and the PCPA or Title IV-E agency shall document in the case record the date the independent living assessment and the independent living plan were completed. All review dates of the independent living plan shall be entered in SACWIS, in accordance with rule 5101:2-33-70 of the Administrative Code. The PCPA or Title IV-E agency shall document all review dates in the case record.

~~(K)~~(K) Ninety days prior to the youth's emancipation from the agency's custody, the custodial agency ~~PCSA or PCPA~~ shall work and provide assistance as necessary with the youth to develop a final transition plan. The plan shall be youth-driven and as detailed as the youth chooses. The plan shall include information regarding:

(1) The youth's option to receive post emancipation services identified in rule 5101:2-42-19.2 of the Administrative Code, provided or arranged by the custodial agency ~~PCSA or PCPA~~ from which the youth emancipated.

(2) Health care including:

(a) Health insurance.

(b) Health care power of attorney.

(c) Youth's option to execute power of attorney.

(3) Employment services.

(4) Secondary and post secondary education and training.

(5) Obtaining and paying for housing.

(6) Budgeting for necessary living expenses.

- (7) Obtaining a credit report.
  - (8) Registering for selective service.
  - (9) Information on any existing court fees associated with the youth's name prior to emancipation.
  - (10) Information on any existing benefits the youth receives, such as, but not limited to, social security benefits. If necessary, the custodial agency ~~PCSA~~ ~~or PCPA~~ shall review with the youth instructions on how to apply for continuation of those benefits.
- ~~(K)~~(L) Prior to the youth's emancipation from the agency's custody, the custodial agency ~~PCSA~~ ~~or PCPA~~ shall coordinate with the following agencies, to obtain necessary documents:
- (1) The department of health, office of vital statistics, to ensure the youth obtains an original birth certificate.
  - (2) The social security administration, to ensure the youth obtains an original social security card.
  - (3) The bureau of motor vehicles, to ensure the youth obtains a current state identification card.
- ~~(L)~~(M) The custodial agency ~~PCSA~~ ~~or PCPA~~ shall provide a copy of the transition plan to the youth along with the following:
- (1) A copy of the youth's health and education records.
  - (2) A letter (and/or court-ordered discharge plan) verifying that the youth emancipated from agency custody.
- ~~(M)~~(N) The PCSA shall document in SACWIS the date the agency provided the information in paragraphs ~~(J K)~~ to ~~(L M)~~ of this rule. The PCPA shall document the information in the case record.

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Certification

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