

5101:2-42-89

**Public children services agency and private child placing agency procedures when a child is receiving services or is in agency custody dies.**

(A) If a child in the temporary custody or a planned permanent living arrangement of a public children services agency (PCSA) or a private child placing agency (PCPA) dies, the PCSA or PCPA shall:

- (1) Notify the law enforcement agency with jurisdiction within one hour of its knowledge of the child's death pursuant to rule 5101:2-33-26 of the Administrative Code.
- (2) Contact the parent, guardian or custodian within one hour of its knowledge of the child's death.
- (3) Complete the JFS 01987 "Child Fatality Report Face Sheet" (rev. 10/2009) and send it to the Ohio department of job and family services (ODJFS) within five working day after receiving the report. The JFS 01987 shall be sent electronically as directed by the JFS 01987I "Instructions for completing JFS 01987 child fatality report face sheet" (rev. 10/2009).
- (4) Notify the local health department and/or the child fatality review board.
- (5) Assist the family in planning funeral arrangements, if requested.

(B) If a child in the permanent custody of a PCSA or PCPA dies, the PCSA or PCPA shall:

- (1) Notify the law enforcement agency with jurisdiction within one hour of its knowledge of the child's death described in paragraph (A1) of this rule.
- (2) Determine whether notification of the parent, guardian, custodian or other relatives is appropriate.
- (3) Complete the JFS 01987 and send it to ODJFS as described in paragraph (A)(3) of this rule.
- (4) Notify the local health department and/or the child fatality review board.
- (5) Assume responsibility for funeral arrangements.

(C) If the death of a child is the result of suspected child abuse or neglect, the PCSA shall:

- (1) Follow procedures set forth in its "Memorandum of Understanding" pursuant to rule 5101-2-33-26 of the Administrative Code regarding children with:
  - (a) Suspected child abuse and neglect as determined by law enforcement,

medical or PCSA personnel.

(b) Prior involvement with the PCSA or any member of the household including:

(i) Open in-home voluntary cases.

(ii) Open court ordered protective supervision.

(iii) Open intake assessments within twelve months of the fatality.

(iv) A closed, inactive case within twelve months of the fatality.

(2) Complete part three of the JFS 01987 and send electronically to the assigned ODJFS regional field office.

(D) The PCSA or PCPA shall maintain documentation regarding the provision of notices as required by this rule in the child's case record and the custodial agency's provider record.

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CERTIFIED ELECTRONICALLY

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Certification

10/07/2009

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Date

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