

5101:2-5-10 **Child records.**

- (A) An agency providing twenty-four hour out-of-home care for a child shall maintain a case record for each child in out-of-home care which shall include but not be limited to the documentation as required by Chapters 5101:2-5, 5101:2-7, 5101:2-9, 5101:2-39, 5101:2-42, and 5101:2-48 of the Administrative Code as applicable to the certified function of the agency for at least five years after discharge.
- (B) All written documentation required by the rules referenced in paragraph (A) of this rule may be maintained at a central office location except that a copy of each child's current service plan, a color photograph that shall be updated annually, and current medical records shall be kept on the premises of ~~an agency's~~ the agency office providing services to the child or at the residential facility in which the child ~~has been~~ is placed.
- (C) An agency ~~which~~ that holds custody of a child and places the child in a residential facility or foster home operated by or recommended for certification by another agency shall provide to the agency ~~which operates~~ operating the residential facility or ~~recommends~~ recommending the foster home for certification, copies of all medical, social, legal, educational or other data within fifteen days of placement or upon request of the agency.

Effective:

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Certification

Date

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