



## Common Sense Initiative

**Mike DeWine**, Governor  
**Jon Husted**, Lt. Governor

**Carrie Kuruc**, Director

### Business Impact Analysis

Agency, Board, or Commission Name: Ohio Department of Job and Family Services

Rule Contact Name and Contact Information:

Mike Lynch Michael.Lynch@jfs.ohio.gov

Regulation/Package Title (a general description of the rules' substantive content):

OFC: FYR Chapter 5101:2-5

Rule Number(s): 5101:2-5-02, 5101:2-5-03, 5101:2-5-04 and 5101:2-5-13

Date of Submission for CSI Review: 6/3/21

Public Comment Period End Date: 6/10/21

Rule Type/Number of Rules:

New/     rules

No Change/     rules (FYR    )

X Amended/ 4 rules (FYR? X)

Rescinded/     rules (FYR    )

The Common Sense Initiative is established in R.C. 107.61 to eliminate excessive and duplicative rules and regulations that stand in the way of job creation. Under the Common Sense Initiative, agencies must balance the critical objectives of regulations that have an adverse impact on business with the costs of compliance by the regulated parties. Agencies should promote transparency, responsiveness, predictability, and flexibility while developing regulations that are fair and easy to follow. Agencies should prioritize compliance over punishment, and to that end, should utilize plain language in the development of regulations.

77 SOUTH HIGH STREET | 30TH FLOOR | COLUMBUS, OHIO 43215-6117

CSIPublicComments@governor.ohio.gov

### **Reason for Submission**

1. **R.C. 106.03 and 106.031 require agencies, when reviewing a rule, to determine whether the rule has an adverse impact on businesses as defined by R.C. 107.52. If the agency determines that it does, it must complete a business impact analysis and submit the rule for CSI review.**

**Which adverse impact(s) to businesses has the agency determined the rule(s) create?**

**The rule(s):**

- ☒ a. **Requires a license, permit, or any other prior authorization to engage in or operate a line of business**
- ☒ b. **Imposes a criminal penalty, a civil penalty, or another sanction, or creates a cause of action for failure to comply with its terms.**
- ☒ c. **Requires specific expenditures or the report of information as a condition of compliance.**
- ☒ d. **Is likely to directly reduce the revenue or increase the expenses of the lines of business to which it will apply or applies.**

### **Regulatory Intent**

2. **Please briefly describe the draft regulation in plain language.**

***Please include the key provisions of the regulation as well as any proposed amendments.***

OAC 5101:2-5-02 entitled Application for an agency to perform specific functions; amended applications provides guidance to agencies on the process of applying for certification. Paragraph (A) was amended to remove the date from form JFS 01290..

OAC 5101:2-5-03 entitled Certification of an agency an agency to perform specific functions provides guidance to agencies on what functions for which an agency may receive a certificate. A new paragraph (E) was added to specify the length of an agency certificate and some reasons for a possible extension. Paragraph (G) was amended to remove specific rule chapter numbers.

OAC 5101:2-5-04 entitled Recertification of an agency an agency to perform specific functions provides guidance to agencies regarding the procedure for recertifying. Paragraph (E) was amended to reference the new extension process as prescribed in rule 5101:2-5-03 of the Administrative Code.

OAC 5101:2-5-13 entitled Required agency policies, plans and procedures provides guidance to agencies on what specific policies and plans are required. A new paragraph (A)(17) was added to ensure an agency operating a residential facility has a policy that complies with the qualified

**77 SOUTH HIGH STREET | 30TH FLOOR | COLUMBUS, OHIO 43215-6117**

**CSIPublicComments@governor.ohio.gov**

residential treatment program (QRTP) as described in rule 5101:2-9-42 of the Administrative Code.

**3. Please list the Ohio statute authorizing the Agency to adopt this regulation.**

Rule Number	Statutory Authority
Rule 5101:2-5-02	ORC 5103.03, 5103.54, 5153.166
Rule 5101:2-5-03	ORC 5103.03, 5103.54, 5153.166
Rule 5101:2-5-04	ORC 5103.03, 5103.54, 5153.166
Rule 5101:2-5-13	ORC 5103.03, 5103.54, 5153.166

**4. Does the regulation implement a federal requirement? Is the proposed regulation being adopted or amended to enable the state to obtain or maintain approval to administer and enforce a federal law or to participate in a federal program?**

*If yes, please briefly explain the source and substance of the federal requirement*

Rules 5101:2-5-02, 5101:2-5-03, 5101:2-5-04, and 5101:2-5-13 do not implement a federal requirement.

**5. If the regulation includes provisions not specifically required by the federal government, please explain the rationale for exceeding the federal requirement.**

These rules do not exceed any Federal requirements.

**6. What is the public purpose for this regulation (i.e., why does the Agency feel that there needs to be any regulation in this area at all)?**

All of the rules are a result of the general rule writing authority regarding the safety of children in care as directed in section 5103.03 paragraph (A) of the Revised Code.

For rule 5101:2-5-02, the purpose of the regulation is to provide guidance regarding the agency application to perform specific functions and amended applications.

For rule 5101:2-5-03, the purpose of the regulation is to provide guidance to agencies on specific functions that an agency may be certified to perform.

For rule 5101:2-5-04, the purpose of the regulation is to provide guidance regarding the procedure for recertifying an agency certificate.

For rule 5101:2-5-13, the purpose of the regulation is to provide guidance regarding the required agency policies for the functions for which the agency is certified.

**7. How will the Agency measure the success of this regulation in terms of outputs and/or outcomes?**

77 SOUTH HIGH STREET | 30TH FLOOR | COLUMBUS, OHIO 43215-6117

[CSIPublicComments@governor.ohio.gov](mailto:CSIPublicComments@governor.ohio.gov)

Rules 5101:2-5-02, 5101:2-5-03, 5101:2-5-04, and 5101:2-5-13 will be measured against the criteria specific to the rule content. Licensing specialists will monitor compliance ensuring the health and safety of children in care and preventing those who are ineligible/prohibited to provide care.

**8. Are any of the proposed rules contained in this rule package being submitted pursuant to R.C. 101.352, 101.353, 106.032, 121.93, or 121.931?**

No.

**Development of the Regulation**

**9. Please list the stakeholders included by the Agency in the development or initial review of the draft regulation.**

*If applicable, please include the date and medium by which the stakeholders were initially contacted.*

ODJFS has met with Ohio Children's Alliance (OCA), the Public Children Services Association of Ohio (PCSAO), and other representatives from county and private agencies through regional meetings and on several other occasions during the past few months to discuss the draft rules. Discussions were held by video-conference, phone, and through email communication. The groups discussed potential changes and provided feedback.

**10. What input was provided by the stakeholders, and how did that input affect the draft regulation being proposed by the Agency?**

ODJFS worked with Ohio Children's Alliance (OCA), the Public Children Services Association of Ohio (PCSAO) and discussed the rules in multiple meetings. They all were in favor of the certificate extension as mentioned in rules 5101:2-5-03 and 5101:2-5-04. The rules went through the clearance process from May 21, 2021 through June 4, 2021. No comments were received.

**11. What scientific data was used to develop the rule or the measurable outcomes of the rule? How does this data support the regulation being proposed?**

Not applicable.

**12. What alternative regulations (or specific provisions within the regulation) did the Agency consider, and why did it determine that these alternatives were not appropriate? If none, why didn't the Agency consider regulatory alternatives?**

There were no other alternatives considered for rules 5101:2-5-02, 5101:2-5-03, 5101:2-5-04, and 5101:2-5-13 because the rules are driven by statute.

77 SOUTH HIGH STREET | 30TH FLOOR | COLUMBUS, OHIO 43215-6117

[CSIPublicComments@governor.ohio.gov](mailto:CSIPublicComments@governor.ohio.gov)

- 13. Did the Agency specifically consider a performance-based regulation? Please explain.**  
*Performance-based regulations define the required outcome, but don't dictate the process the regulated stakeholders must use to achieve compliance.*

Performance-based regulations were not considered in the context of safety standards for children in custody, which are largely driven by state and federal statute.

- 14. What measures did the Agency take to ensure that this regulation does not duplicate an existing Ohio regulation?**

There is no duplication as the rules are specific to foster care agencies and no other rules address these specific issues. These rules were reviewed by the legal staff at ODJFS prior to the clearance process to ensure they do not duplicate any existing Ohio regulations.

- 15. Please describe the Agency's plan for implementation of the regulation, including any measures to ensure that the regulation is applied consistently and predictably for the regulated community.**

ODJFS licensing specialists review the agencies to ensure the regulations are applied consistently and they offer technical assistance to providers.

### **Adverse Impact to Business**

- 16. Provide a summary of the estimated cost of compliance with the rule. Specifically, please do the following:**

- a. Identify the scope of the impacted business community;**
- b. Identify the nature of the adverse impact (e.g., license fees, fines, employer time for compliance); and**
- c. Quantify the expected adverse impact from the regulation.**

*The adverse impact can be quantified in terms of dollars, hours to comply, or other factors; and may be estimated for the entire regulated population or for a "representative business." Please include the source for your information/estimated impact.*

The rules included in this BIA contain requirements for foster care agencies that include eighty-eight public and over one hundred private agencies. Requirements must be met in order to obtain and/or maintain certification.

The adverse impact for each of the requirements would vary based upon the size and staffing of each agency and would include the actual cost of completing each requirement, in addition to the time needed for staff to complete the requirement and report or enter the needed information for rule compliance in meeting the requirement. More specifically, the adverse impact includes:

**77 SOUTH HIGH STREET | 30TH FLOOR | COLUMBUS, OHIO 43215-6117**

**CSIPublicComments@governor.ohio.gov**

5101:2-5-02

- a. Agencies must complete an application for approval to operate functions certified by ODJFS. The cost of completing this application process as required by this rule can involve time spent completing the form as well as collecting all of the required documentation.
- b. A social worker, administrators or a team of workers would be implementing the requirements of this rule. The current average wage for a social worker is \$22 per hour, according to Zip Recruiter. The anticipated time involved could be between 10-12 hours per person.
- c. Therefore, the anticipated cost of compliance for an impacted entity to comply with the rule is \$220 to \$264 per person, depending on administrative and staffing variables. There is no additional cost as a result of the rule amendment.

5101:2-5-03

- a. Agencies can review the certification categories approved by ODJFS.
- b. There is no cost involved with this rule as it is an informative rule related to the approved functions of agencies.
- c. There is no additional cost as a result of the rule amendment.

5101:2-5-04

- a. Agencies must complete a re-application for approval to continue to operate functions certified by ODJFS. The cost of completing this re-application process as required by this rule can involve time spent completing the form as well as collecting all of the required documentation.
- b. A social worker, administrators or a team of workers would be implementing the requirements of this rule. The current average wage for a social worker is \$22 per hour, according to Zip Recruiter. The anticipated time involved could be between 10-12 hours per person.
- c. Therefore, the anticipated cost of compliance for an impacted entity to comply with the rule is \$220 to \$264 per person, depending on administrative and staffing variables. There is no additional cost as a result of the rule amendment.

5101:2-5-13

- a. Agencies must have agency policies as required by this rule. Some agencies will not need to have a policy on everything as the policies are dependent on their certified functions.
- b. A social worker, administrators or a team of workers would be implementing the requirements of this rule. The current average wage for a social worker is \$22 per hour, according to Zip Recruiter. The anticipated time involved could be between 15-20 hours per person.
- c. Therefore, the anticipated cost of compliance for an impacted entity to comply with the rule is \$330 to \$440 per person, depending on administrative and staffing variables.

**17. Why did the Agency determine that the regulatory intent justifies the adverse impact**

77 SOUTH HIGH STREET | 30TH FLOOR | COLUMBUS, OHIO 43215-6117

[CSIPublicComments@governor.ohio.gov](mailto:CSIPublicComments@governor.ohio.gov)

**to the regulated business community?**

To ensure the safety of children in substitute care, the adverse impact of these rules is necessary.

**Regulatory Flexibility**

**18. Does the regulation provide any exemptions or alternative means of compliance for small businesses? Please explain.**

For rules 5101:2-5-02, 5101:2-5-03, 5101:2-5-04, and 5101:2-5-13, there are no apparent alternative means of compliance or possible exemptions given the nature of the rules.

**19. How will the agency apply Ohio Revised Code section 119.14 (waiver of fines and penalties for paperwork violations and first-time offenders) into implementation of the regulation?**

For rules 5101:2-5-02, 5101:2-5-03, 5101:2-5-04, and 5101:2-5-13, there are no fines or civil penalties for non-compliance other than the forfeiture of certification through denial or revocation. Section 119.14 is not applicable in this instance.

**20. What resources are available to assist small businesses with compliance of the regulation?**

ODJFS has regional offices with licensing specialists assigned to each agency to assist in the obtaining and maintaining compliance. Specialists are available to provide technical assistance to meet the requirements of all regulations.

77 SOUTH HIGH STREET | 30TH FLOOR | COLUMBUS, OHIO 43215-6117

[CSIPublicComments@governor.ohio.gov](mailto:CSIPublicComments@governor.ohio.gov)