

Rule 5101:2-38-20 | PCSA requirements for providing on-going services in alternative response

(A) The PCSA shall complete and implement the following planning and review tools with the child's parent, guardian, or custodian agreement for screened in child abuse and neglect reports assigned to the alternative response pathway to receive ongoing services:

(1) The "Comprehensive Assessment Planning Model - I.S., Family Case Plan" ("Family Case Plan").

(2) The "Comprehensive Assessment and Planning Model - I.S., Case Review" ("Case Review").

(3) The "Comprehensive Assessment Planning Model - I.S., Ongoing Case Assessment" ("Ongoing Case Assessment").

(B) The PCSA shall complete and implement the "Family Case Plan" no later than thirty days from the completion of the "Comprehensive Assessment Planning Model - I.S., Family Assessment" ("Family Assessment").

(C) The PCSA shall obtain agreement on the contents of the "Family Case Plan"; obtain signatures from the child's parent, guardian, or custodian; and provide each with a copy of the "Family Case Plan" within seven days of the agreement.

(D) The PCSA shall update the "Family Case Plan" if there is any change in the following:

(1) Services.

(2) Participants.

(3) Service goal.

(4) Service activities.

(5) The safety or risk to the child resulting in legal intervention.

- (E) The PCSA shall do all of the following if updating the "Family Case Plan" :
- (1) Contact the child's parent, guardian, or custodian and seek agreement for the update of the "Family Case Plan."
 - (2) Obtain signatures from the child's parent, guardian or custodian.
 - (3) Implement the change once the parent, guardian, or custodian agrees to the change.
 - (4) Provide each parent, guardian, or custodian with a copy of the updated "Family Case Plan" within seven days of the agreement not including the date of signature.
- (F) If the PCSA and the child's parent, guardian, or custodian no longer agree on the service or case plan, the PCSA shall do one of the following:
- (1) Discontinue supportive services and close the case.
 - (2) 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 or may become abused, neglected or dependent; and intervention of the court is needed for the child's protection.
- (G) The PCSA shall make face-to-face contact with each parent, guardian or custodian, and child participating in and being provided services through the "Family Case Plan," at least one time each calendar month to monitor progress on the "Family Case Plan." At least one contact every two months shall be made in the child's home.
- (H) The PCSA shall convert a case from the alternative response pathway to the traditional response pathway if any of the following occurs:
- (1) The family requests a pathway change from the alternative response pathway to the traditional response pathway.

- (2) The PCSA files a complaint with the juvenile court pursuant to section [2151.27](#) of the Revised Code alleging the child is or may become an abused, neglected or dependent child.
- (3) The PCSA receives an order from the juvenile court.
- (4) The PCSA screens in a report or obtains additional information during an assessment requiring assignment in a traditional response pathway pursuant to rule [5101:2-36-01](#) of the Administrative Code.
- (I) The PCSA shall record a pathway switch in SACWIS no later than the next business day from the date of the event triggering the conversion of a case from the alternative response pathway to the traditional response pathway.
- (J) The PCSA shall review the progress on the "Family Case Plan" no later than every ninety days after the completion date of the "Family Assessment" by completing the "Case Review."
- (K) The PCSA shall 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 family case plan and provide a copy pursuant to paragraphs (I) and (L) of rule [5101:2-38-10](#) of the Administrative Code.
- (L) The SAR shall, at a minimum, include the following individuals:
- (1) A caseworker who has a connection with the family and knowledge of the "Family Case Plan."
 - (2) A supervisor or designee.
- (M) If the PCSA determines a child to be in immediate danger of serious harm during the provision of ongoing services, the PCSA shall follow procedures outlined in rule [5101:2-37-02](#) of the Administrative Code.
- (N) The PCSA shall do all of the following to close a case:
- (1) Complete the "Case Review" to assess there are no active safety threats and the overall level of risk is reduced.
 - (2) Notify parties to the "Family Case Plan" of the intent to close the case.

(O) The PCSA shall complete the "Family Case Plan", "Case Review", SAR, "Ongoing Case Assessment," documentation of the face-to-face contacts, including all attempts to monitor progress of the case or "Family Case Plan" objectives in SACWIS.