

Ohio Administrative Code

Rule 5101:2-36-11 Extending time frames for completion or waiving completion of assessment/investigation activities.

Effective: September 1, 2024

- (A) The public children services agency (PCSA) is to request an extension and complete the "Justification/Waiver" in Ohio's comprehensive child welfare information system (CCWIS) if the PCSA is unable to complete specific assessment/investigative activities pursuant to the time frames established within Chapters 5101:2-36 and 5101:2-37 of the Administrative Code. The justification for extension is to:
- (1) Contain justification for not meeting the established time frame.
- (2) Contain supervisory approval of the "Justification/Waiver" prior to the expiration of the established time frame.
- (B) An extension is permitted for the following assessment/investigative activities:
- (1) Execution of the second attempt to complete face-to-face contact within four working days from the screening decision when all of the following have been recorded in the "Justification/Waiver" prior to the expiration of the fourth working day:
- (a) The diligent efforts completed to identify the child's current safety status with a principal of the report or collateral source who has knowledge of the child's current condition, and can provide current and credible information about the child's safety.
- (b) The name and location of the individual who provided the credible information about the child's safety, and the manner in which the information was obtained.
- (c) The information provided by the principal of the report or collateral source that supports the PCSA's belief that the child is not at risk of being seriously harmed.
- (d) Completion of the supervisory approval of the extension request in Ohio's CCWIS prior to the

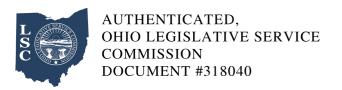


expiration of the fourth working day.

- (2) Written notification to the alleged perpetrator of the report disposition if the alleged perpetrator is the subject of a law enforcement investigation into human trafficking. The timeframe for the extension is not to exceed one hundred twenty days from the date the PCSA screened-in the referral as child abuse and/or neglect report.
- (C) The PCSA is to complete the "Justification/Waiver" to waive an assessment/investigation activity if the PCSA is unable to complete specific assessment/investigative activities pursuant to the requirements established within Chapters 5101:2-36 and 5101:2-37 of the Administrative Code. The "Justification/Waiver is to:
- (1) Contain justification why each assessment/investigation activity can not be completed.
- (2) Contain the director's or designee's approval of the "Justification/Waiver" prior to the expiration of the established time framefor the assessment/investigation activity.
- (D) A PCSA may request to waive the following assessment/investigation activities:
- (1) Completion of the face-to-face interview with the alleged child victim or child subject of the report.
- (2) Completion of the face-to-face interview with each child in the home of the alleged child victim or child subject of the report.
- (3) Completion of the face-to-face interview with each adult residing in the home of the alleged child victim or child subject of the report, including the parent(s), guardian, custodian, or caretaker.
- (4) Completion of the face-to-face interview with the alleged perpetrator or adult subject of the report.
- (5) Completion of face-to-face or telephone interviews with any identified witnesses and collateral sources.



- (6) Completion of the "Safety Assessment," "Family Assessment," "Ongoing Case Assessment/Investigation," or "Specialized Assessment and Investigation" if the report disposition is one of the following:
- (a) Family moved: unable to complete assessment/investigation.
- (b) Unable to locate.
- (7) Completion of the "Safety Assessment" if the PCSA has not completed contact with any principal of the report and has been unable to locate the family.
- (8) Completion of the "Safety Assessment," "Family Assessment," "Ongoing Case Assessment/Investigation," or "Specialized Assessment and Investigation" if all of the following apply:
- (a) The PCSA has not successfully gathered sufficient information from any principal of the report, identified witness, or collaterals.
- (b) The parent, guardian, or custodian of the alleged child victim refused the PCSA to have contact with family members, including principals of the report, to complete the needed assessment activities.
- (c) The PCSA consulted legal counsel regarding the report and the family's refusal to engage in the assessment/investigation process.
- (d) The PCSA's legal counsel advised the PCSA no legal action will be pursued.
- (e) The PCSA report disposition is unsubstantiated, substantiated, or indicated.
- (9) The signature of a parent, guardian, or custodian on the JFS 01409 "Safety Plan for Children" if all of the following apply:



- (a) The PCSA has obtained one signature from a parent, guardian, or custodian.
- (b) The PCSA determines the parent, guardian, or custodian who has not signed is unable or unavailable to sign.
- (c) The reason(s) why the parent, guardian, or custodian who has not signed is unable or unavailable to sign the is documented in the case record.
- (10) Completion of the "Safety Assessment," "Family Assessment," "Ongoing Case Assessment/Investigation," or "Specialized Assessment and Investigation" if, upon initiation, the PCSA determines the specific incident alleged in the report has been previously assessed/investigated and all of the following apply:
- (a) The report involves the same alleged child victim or child subject of the previous report.
- (b) The report involves the same alleged perpetrator or adult subject of the previous report.
- (c) The previous report received an alternative response case decision or report disposition of substantiated, indicated or unsubstantiated.
- (E) The PCSA will not complete a justification to waive or extend the completion time frame for any assessment/investigation activity not identified within this rule.