



Ohio Administrative Code

Rule 5101:2-44-12 State adoption maintenance subsidy records.

Effective: August 1, 2019

(A) The public children services agency (PCSA) shall establish a state adoption maintenance subsidy record for each child's application for a state adoption maintenance subsidy (SAMS).

(B) The state adoption maintenance subsidy record shall contain all information applicable to the adoption maintenance subsidy including, but not limited to the following:

(1) JFS 01654 "Adoptive Placement Agreement" (rev. 2/2017).

(2) JFS 01613 "Application for State Adoption Maintenance Subsidy" (rev. 4/2019).

(3) Copy of the Title IV-E adoption assistance denial to include the JFS 01451 "Title IV-E Adoption Assistance Application" (rev. 12/2015), JFS 01451-B "Title IV-E Adoption Assistance Annual Assurance of Legal Responsibility, School Attendance and Eligibility for Continued Medicaid Coverage" (rev. 12/2015) and the JFS 07334 "Notice of Denial of Your Application for Assistance" (rev. 9/2011).

(4) Documentation of the adoptive child's special needs.

(5) Verification of family's annual gross income at initial application and redeterminations.

(6) JFS 01615 "Approval for State Adoption Maintenance Subsidy Agreement" (rev. 4/2019).

(7) JFS 01614 "Redetermination or Amendment of a State Adoption Maintenance Subsidy" (4/2019).

(8) Any JFS 04065 "Prior Notice of the Right to a State Hearing" (rev. 5/2001) or JFS 07334, if applicable.



- (9) JFS 01449 "Determination of Special Needs for Medical, Mental Health or Rehabilitative Care" (rev. 7/2016) to determine whether the child has or does not have special needs for medical, mental health, or rehabilitative care.
- (10) Copy of the final decree of adoption.
- (11) Case notes and dictations concerning the activities of the state adoption maintenance subsidy case.
- (12) Requests for and findings of any state hearings or administrative appeals conducted pursuant to section 5101.35 of the Revised Code and division 5101:6 of the Administrative Code.
- (13) Child study inventory.
- (14) JFS 01616 "Social and Medical History" (rev. 6/2009).
- (15) JFS 01673 "Assessment for Child Placement (Homestudy)"(rev. 12/2014) or JFS 01692 "Application for Adoption of a Foster Child or Sibling Group" (rev. 12/2014).