



Ohio Administrative Code

Rule 5101:6-2-01 State hearings: notice at the time of application.

Effective: [March 1, 2019](#)

(A) At the time of application for benefits, the assistance group shall be informed, in writing, of the right to a state hearing, of the method by which a state hearing may be requested, and that the case may be presented by the assistance group or by an authorized representative, such as legal counsel, relative, friend, or other spokesperson.

(B) The JFS 04059 "Explanation of State Hearing Procedures" (rev. 1/2015), or its computer-generated equivalent, shall be used to provide this notice.

(C) If the assistance group making a supplemental nutrition assistance program (SNAP) application speaks a language other than English, and if the local agency is required by rule 5101:4-1-05 of the Administrative Code to provide bilingual staff or interpreters who speak the appropriate language, the local agency shall ensure that the hearing procedures are explained verbally in that language. If an oral explanation is provided in a language other than English, it should be noted in the case record comments. If a translated written explanation is provided in another language, in addition to noting that in the case record, a copy of the explanation should be maintained in the hard copy record.
