



Ohio Administrative Code

Rule 5120:1-12-17 Staffing.

Effective: [May 12, 2024](#)

(A) (Important) Each twelve-hour facility shall maintain the following minimum standards for staffing:

(1) (Essential) Have a designated jail administrator who is qualified by training or experience to supervise and control prisoners as outlined in a written job description.

(2) (Important) There is a written, implemented staffing plan that includes jail personnel assignments, days of the week and hours of the day that assignments are covered and any deviations from the plan with respect to weekends, holidays or other atypical situations. The staffing plan is reviewed at intervals not to exceed 365 days and revised as needed

(3) (Important) A written code of ethics is provided to jail employees.
