



Ohio Administrative Code Rule 5120:1-3-05 Glossary of terms.

Effective: July 11, 2016

As used in rules 5120:1-3-01 to 5120:1-3-18 of the Administrative Code, the following terms have the following meanings:

- (A) "Agency director": A person designated by the board of trustees or other governing body of the licensed facility as the principal executive officer of a community correctional center or other licensed facility.
- (B) "Agency program": Those activities and operations of the licensed facility that are necessary to carry out the purpose of the licensed facility.
- (C) "Appointing authority": The deputy director of the division of parole and community services.
- (D) "Audit report": A report prepared by a certified public accountant of an agency's fiscal activities, including, but not limited to, costs, income, and expenditures.
- (E) "Licensed": The formal acknowledgment by the division of parole and community services that a halfway house, community residential center, or similar facility operates a licensed facility.
- (F) "Licensing agency": The division of parole and community services vested with statutory and administrative authority to establish standards for halfway houses and other community residential centers and to determine whether an applicant halfway house meets those standards and therefore qualifies as a licensed facility.
- (G) "Costs": As determined on a cash, accrual, or other basis as meeting the test of generally accepted accounting principles by the division of parole and community services, the amount paid for the operation of the licensed facility.
- (H) "Documentation": The formal, official records of transactions and events for the purpose of



verification and public accountability.

(I) "Eligible offender": Adult felony offenders actively supervised by the adult parole authority, supervised by common pleas court probation staff, required by a court to seek treatment in lieu of conviction and actively supervised by a common pleas court probation department, or offenders released from a department of rehabilitation and correction penal institution. Eligible offenders do not include federal offenders, municipal offenders, or offenders supervised or released by the Ohio department of youth services.

(J) "Facility": The actual physical setting in which a program or agency functions.

(K) "Governing authority": That entity within an agency that has responsibility and authority to set policies and procedures.

(L) "Audit or site inspection team": Individuals employed by the division of parole and community services and/or other private or governmental entity personnel who have a contract agreement with the licensed facility. The audit or site inspection team shall be comprised of bureau of community sanction staff and/or other individuals, as approved by the assistant chief of community residential services.

(M) "Institution": Any penal institution operated directly by the department of rehabilitation and correction or by a public or private agency in contract with the department of rehabilitation and correction that is used for the custody, care, or treatment of criminal offenders.

(N) "Manday": Each twenty-four hour period an eligible offender is in a licensed facility.

(O) "Offender": Any individual under the supervision of the adult parole authority, under the supervision of a common pleas court, or incarcerated in a department of rehabilitation and correction institution.

(P) "Licensed facility": Includes, but is not limited to, halfway houses, community residential centers, and similar facilities that have been licensed by the division of parole and community services to house eligible offenders.



(Q) "Program director": The person responsible for the day-to-day operations of a licensed facility.

(R) "Supervising authority": The entity designated to provide supervision to offenders.

(S) "Unusual incident": Any event having internal or external ramifications or news media interest of sufficient seriousness to warrant immediate attention. Such incidents include, but are not limited to, fires, assaults, property loss or damage, and events of an apparently criminal nature.

(T) "Adult parole authority (APA)": That section of the division of parole and community services that includes field services, the parole board, and interstate compact.

(U) "Bureau of community sanctions": That bureau in the division of parole and community services that includes oversight and funding of community-based correctional facilities, community corrections act programs, halfway house programs, and other community residential centers.

(V) "Division of parole and community services (DPCS)": That division of the department of rehabilitation and correction that includes the adult parole authority, the bureau of community sanctions, the parole board, and the office of victim services.

(W) "Halfway house": A facility licensed by the department of rehabilitation and correction under section 2967.14 of the Revised Code as a suitable facility for the care and treatment of adult offenders.