



Ohio Administrative Code

Rule 5101:12-1-51 Mandatory CSEA fiscal reports.

Effective: June 1, 2025

(A) The federal office of child support services (OCSS) mandates the office of child support (OCS) in the Ohio department of job and family services (ODJFS) to collect and report certain data from child support enforcement agencies (CSEA). The CSEA will complete and submit the following:

(1) The JFS 02750 "Child Support Enforcement Agency Quarterly Financial Certification" (effective or revised effective date as identified in rule 5101:12-1-99 of the Administrative Code);

(2) The child support random moment sample time study in accordance with rule 5101:9-7-23 of the Administrative Code; and

(3) The JFS 04234 "Annual Full-Time Equivalent Report" (effective or revised effective date as identified in rule 5101:12-1-99 of the Administrative Code).

(B) Submission process and time frame.

(1) The CSEA will submit the JFS 02750 to ODJFS, office of fiscal and monitoring services in accordance with rule 5101:9-7-02.1 of the Administrative Code and will follow the timeframe and submission instructions described in rules 5101:9-6-83 and 5101:9-7-29 of the Administrative Code; and

(2) The CSEA will submit the JFS 04234 to OCS on or before the fifteenth day of October. If October fifteenth is not a business day, the JFS 04234 is due by the next business day.

(C) Failure by the CSEA to timely submit the reports listed in paragraph (A) of this rule may result in the withholding of subsequent funding to the CSEA by ODJFS, until the reports have been submitted.
