



Ohio Administrative Code

Rule 5101:2-37-01 PCSA requirements for completing the safety assessment.

Effective: July 5, 2020

(A) The public children services agency (PCSA) shall complete the "Comprehensive Assessment Planning Model - I.S., Safety Assessment" in the statewide automated child welfare information system (SACWIS) for all of the following when the child is not in the permanent custody of the PCSA:

- (1) Intra-familial child abuse and neglect reports, including those which are screened in as a third party investigation.
- (2) Dependency reports.
- (3) Stranger danger investigations.

(B) The PCSA shall complete the "Safety Assessment" regarding the family of the alleged child victim/child subject of the report. For the purpose of completion of the "Safety Assessment," family includes all of the following individuals, as applicable:

- (1) Alleged child victim/child subject of the report.
- (2) Siblings of the alleged child victim/child subject of the report, including step or half siblings residing in the home.
- (3) Parent(s), guardian, or custodian of the alleged child victim/child subject of the report.
- (4) Paramour of the custodial parent, guardian, or custodian who is residing in the home.
- (5) Children of the paramour residing in the home.
- (6) Other children residing in the home of whom the parent, guardian, or custodian has custody or



guardianship.

(7) A related or unrelated adult residing in the home who has routine responsibility for the care of the alleged child victim/child subject of the report and his/her siblings.

(C) The PCSA shall document the assessment of safety threats, past history, child vulnerability, and family protective capacities on the "Safety Assessment" to determine the safety response.

(D) The PCSA shall, at a minimum, conduct a face-to-face interview with each alleged child victim/child subject of the report and at least one parent, guardian, or custodian or a caretaker having routine responsibility for the care of the alleged child victim/child subject of the report within the first four working days from the date the report was screened in as a child abuse, neglect, or dependency report to assess the safety of the child and record it on the "Safety Assessment."

(E) If an order of shared parenting has been issued and there has not been a residential parent designated by the court, the PCSA shall complete the an assessment of safety with each alleged child victim/child subject of the report and at least the parent or caretaker having routine responsibility in the home of the parent who has physical care of the alleged child victim/child subject of the report at the time the incident occurred within the first four working days from the date the report was screened in as a child abuse, neglect, or dependency report to assess the safety of the child to be recorded on the "Safety Assessment."

(F) The PCSA shall record the "Safety Assessment" in SACWIS within ten working days from the date the report was screened in as a child abuse, neglect, or dependency report. The PCSA is to approve the "Safety Assessment" within two working days from the date of submission in SACWIS.

(G) If the PCSA has attempted to make face-to-face contact with the alleged child victim/child subject of the report and at a minimum one parent, guardian, or custodian and one or more of the parties was unavailable, the PCSA shall attempt at least one additional face-to-face contact within the first four working days from the date that the referral was screened in as a report, in order to complete an assessment of safety pursuant to paragraph (D) of this rule.

(H) If the PCSA has attempted to make face-to-face contact pursuant to paragraphs (D) and (G) of



this rule with the alleged child victim/child subject of the report and his or her parent, guardian, or custodian or caretaker having routine responsibility for the care of the alleged child victim/child subject of the report and they are unavailable, the PCSA is to do all of the following:

- (1) Create and approve a request to extend the completion time frame prior to the expiration of the fourth working day time frame from the date the report was screened in as a child abuse, neglect, or dependency report pursuant to rule 5101:2-36-11 of the Administrative Code.
- (2) Document the reasons for the extension request.
- (3) Continue making attempts of face-to-face contact pursuant to rule 5101:2-36-03, 5101:2-36-05, or 5101:2-36-09 of the Administrative Code, as applicable.
- (4) Complete the "Safety Assessment" in SACWIS within three working days after face-to-face contact is made with each alleged child victim/child subject of the report and the parent, guardian, or custodian or caretaker having routine responsibility for the care of the alleged child victim/child subject of the report.
 - (I) If additional child abuse, neglect, and/or dependency reports are screened in for assessment/investigation after acceptance of a child abuse, neglect, and/or dependency report and prior to the completion of the initial "Safety Assessment," the PCSA shall do one of the following:
 - (1) Complete the assessment of safety concerning all reports within four working days from the date the initial report was screened in for assessment/investigation and record the "Safety Assessment" in SACWIS within ten working days. The PCSA is to approve the "Safety Assessment" within two working days from the date of submission in SACWIS.
 - (2) Complete an assessment of safety for each report screened in for assessment/investigation within four working days from the date each report was screened in respectively and record the "Safety Assessment(s)" in SACWIS within ten working days. The PCSA is to approve the "Safety Assessment" within two working days from the date of submission in SACWIS.
 - (J) The completion of one "Safety Assessment" shall be permitted if a request for an extension has



been approved and a subsequent report has been received prior to the PCSA successfully completing the required face-to-face contacts for the assessment of safety.