



Ohio Administrative Code

Rule 5101:2-38-09 PCSA requirements for completing the case review.

Effective: September 10, 2021

(A) Each public children services agency (PCSA) required to prepare a "Family Case Plan" for a child pursuant to rule 5101:2-38-01 or 5101:2-38-05 of the Administrative Code, shall complete the "Case Review" for the case plan no later than every ninety days from whichever of the following activities occurs first:

(1) Date the original PCSA court complaint was filed.

(2) Date of placement.

(3) Date of court ordered protective supervision.

(4) Date of parent, guardian, or custodian's signature on the "Family Case Plan", for in-home supportive services only.

(B) The PCSA is to approve the "Case Review" within five working days from the date of submission in the statewide automated child welfare information system "SACWIS".

(C) The PCSA shall continue to complete the "Case Review" no later than every ninety days from the date established pursuant to paragraph (A) of this rule. The PCSA may review cases utilizing the "Case Review" more frequently based upon PCSA policy or if the PCSA determines case circumstances require it.

(D) The PCSA shall complete the "Case Review" in conjunction with the "Semiannual Administrative Review (SAR)" according to the time frames outlined in rule 5101:2-38-10 of the Administrative Code.

(E) The PCSA shall complete the "Case Review" at the time of case closure unless:



(1) The case is closed within thirty days after completion of the prior "Case Review" and the intent to close the case is documented on the "Case Review".

(2) The case is closed prior to completion of the "Family Case Plan" and the timeframe for "Family Case Plan" completion has not lapsed pursuant to rule 5101:2-38-01 or 5101:2-38-05 of the Administrative Code.

(F) The PCSA shall document the "Case Review" in the statewide automated child welfare information system (SACWIS).