



Ohio Administrative Code

Rule 5180:2-5-03 Certification of an Agency to Perform Specific Functions.

Effective: April 6, 2026

- (A) What specific functions of a public children services agency (PCSA) require certification by the Ohio department of children and youth (DCY)?

Certification is required for a PCSA to:

- (1) Operate children's residential center(s).
- (2) Operate group home(s).
- (3) Operate residential parenting facilities.
- (4) Operate children's crisis care facilities.
- (5) Operate residential infant care center(s).
- (6) Operate family preservation center(s).
- (7) Operate a child wellness campus, which is a short-term placement option designed to serve children for approximately forty-five calendar days or less. A child wellness campus is a group home, children's residential center (CRC), or part of a CRC. It provides assessment, stabilization, short-term care, and helps determine suitable long-term placement and treatment options.

- (B) What are the requirements of a PCSA for functions that do not require certification?

Functions that do not require certification are to comply with applicable Administrative Code rules. DCY may take action for noncompliance under division (C) of section 5101.24 of the Revised Code.

- (C) What specific functions of a private child placing agency (PCPA) require certification by DCY?

Certification is necessary to:

- (1) Operate children's residential center(s).
- (2) Operate group home(s).
- (3) Operate or provide independent living arrangements.
- (4) Operate residential parenting facilities.
- (5) Operate children's crisis care facilities.
- (6) Operate residential infant care center(s).



5180:2-5-03

2

- (7) Operate family preservation center(s).
- (8) Operate scholars residential center(s).
- (9) Operate a child wellness campus.
- (10) Recommend pre-adoptive infant foster homes for certification.
- (11) Recommend family foster homes for certification.
- (12) Recommend treatment foster homes for certification.
- (13) Recommend medically fragile foster homes for certification.
- (14) Accept temporary, permanent, or legal custody of children.
- (15) Place children for foster care or adoption.

(D) What specific functions of a private noncustodial agency (PNA) or non-PCSA local public entity require certification by DCY?

Certification is necessary to:

- (1) Operate children's residential center(s).
- (2) Operate group home(s).
- (3) Operate or provide independent living arrangements.
- (4) Operate residential parenting facilities.
- (5) Operate children's crisis care facilities.
- (6) Operate private, nonprofit therapeutic wilderness camp(s).
- (7) Operate residential infant care center(s).
- (8) Operate family preservation center(s).
- (9) Operate scholars residential center(s).
- (10) Operate a child wellness campus.
- (11) Recommend pre-adoptive infant foster homes for certification.
- (12) Recommend family foster homes for certification.



5180:2-5-03

3

(13) Recommend treatment foster homes for certification.

(14) Recommend medically fragile foster homes for certification.

(15) Participate in the placement of children in foster homes or for adoption.

(E) How long is an initial certificate valid?

An initial certificate is valid for at least four years or until a continuous certificate is issued, unless revoked.

(F) How can an agency obtain continuous certification status?

The agency is to apply in the Ohio comprehensive child welfare information system (Ohio CCWIS) no earlier than ninety days and no later than thirty days before the end of the fourth year of the initial certificate.

(G) What happens if an agency does not apply for continuous certification on time?

The agency's certificate will expire if it fails to apply by the end of the fourth year.

(H) Are there regional areas for residential facilities?

In accordance with section 5103.054 of the Revised Code, DCY will establish regions for residential facilities and determine the number of facilities needed in each region based on the number of children in foster care and the level of facility saturation.

(I) What happens if a region has more residential facilities than needed?

DCY may close an initial application for a specific address in a region that has reached saturation. This application could be resubmitted for another address in a different region.

(J) What happens if a region has fewer residential facilities than needed?

Applicants for residential facilities in identified regions will be prioritized for certification over the regions determined to be saturated. Other incentives or expedited processes will be considered as appropriate.

(K) For what reasons is DCY able to revoke or deny a certificate?

DCY can revoke or deny a certificate if the agency fails to comply with applicable Administrative Code rules. This process is found in rule 5180:2-5-07 of the Administrative Code.



5180:2-5-03

4

(L) Can a certificate be transferred to another entity?

Certificates are not transferable.

(M) When can DCY inspect foster homes recommended by agencies?

During complaint investigations or reviews, DCY may conduct announced or unannounced inspections of foster homes recommended by agencies.

(N) Under what circumstances can an agency voluntarily terminate certification?

An agency can voluntarily terminate a certificate with written notice to DCY. DCY may deny a withdraw request if the agency is in the process of an enforcement action.

(O) What are the audit requirements for agencies?

(1) Audits are to be completed by a licensed public accounting firm following applicable American institute of certified public accountants (AICPA) auditing standards.

(2) Two years after initial certification, an agency is to submit a financial audit for the two most recent fiscal years. DCY may grant a one time extension of one hundred eighty days per review cycle.

(3) Two years after the initial audit is approved and every two years after the most recent audit approval, a PCPA or PNA is to submit an audit for the two most recent fiscal years it is possible for an independent audit to have been conducted.

(4) All independent audits are to demonstrate the agency operated in a fiscally accountable manner as determined by the department.

(5) This paragraph does not apply to PCSAs or local public entities.

(P) Where is an agency to post its certificate?

An agency is to post its certificate in a prominent place where visitors can view it.

(Q) Can an agency request certification for additional functions while operating on a temporary certificate?

Agencies cannot request certification for new or expanded functions while operating on a temporary certificate.

(R) When should an agency or staff member allow DCY access to an agency?



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5180:2-5-03

5

The agency is to allow access to relevant records, information, personnel, residential facility, residents, offices or areas of the agency.