



Ohio Administrative Code

Rule 5180:2-9-23 Notification and documentation of critical incidents.

Effective: August 13, 2026

(A) When must a residential facility notify the placing individual or agency and the person or agency holding custody of a child?

(1) A residential facility shall notify the individual or agency which placed the child and the person or agency holding custody, if different, within one hour if any of the following occur while the child is placed in the facility:

(a) Death of the child or teenage mother.

(b) Alleged child abuse or neglect by a staff member.

(c) When a child's whereabouts are unknown and the child is believed to be at risk of harm or pose an imminent risk of harm to self or others.

(d) Any other unusual incident that poses an urgent action to reduce harm to the child such as a medical or mental health incident resulting in emergent transportation to a hospital or in-patient facility.

(2) A residential facility shall notify the individual or agency which placed the child and the person or agency holding custody, if different, within twenty-four hours if any of the following occur while the child is placed in the facility:

(a) An incident when a youth's whereabouts are unknown for longer than the period of time specified in the child's treatment plan that does not result in imminent risk of harm to self or others.

(b) Any serious injury or illness involving initial non-routine medical treatment.

(c) Expulsion or suspension from school.

(d) Any alleged delinquent or criminal activity of the child or teenage mother involving law enforcement.

(e) Any situation in which the child or teenage mother is a victim of alleged delinquent or criminal activity.

(f) Suicide ideation or self-mutilation attempts.

(g) Any incident of alleged abuse or neglect by a non-staff member.

(h) Any involvement with law enforcement resulting in a report.



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- (i) Whenever a youth returns to the facility after any incident when their whereabouts were unknown pursuant to either paragraph (A)(1)(c) or (A)(2)(a) of this rule.
- (j) Any use of physical restraint or isolation pursuant to rule 5180:2-9-22 of the Administrative Code.
- (k) Any other unusual incident as defined in the agency's policies or by the agency.

(B) What documentation is required for these incidents?

- (1) A residential facility is to complete a critical incident report (CIR) for each occurrence of any of the items listed in paragraph (A) of this rule and is to document that the report was provided no later than the next business day after the occurrence to the individual or agency which placed the child and person or agency holding custody, if different.
- (2) The residential facility is to complete all CIRs in the Ohio's comprehensive child welfare information system (CCWIS).

(C) Who is required to report suspected child abuse or neglect in a residential facility?

- (1) Pursuant to section 2151.421 of the Revised Code, the following persons shall immediately report a situation listed in paragraph (C)(2) of this rule. This includes but is not limited to:
 - (a) Administrator.
 - (b) Employee.
 - (c) Clinical contractor.
 - (d) College intern.
 - (e) Volunteer.
- (2) An individual listed in paragraph (C)(1) of this rule shall make a report when they know or suspect any of the following:
 - (a) Physical abuse.
 - (b) Mental abuse.
 - (c) Sexual abuse.



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(d) Exploitation.

(e) Neglect.

(f) Human trafficking.

(g) Threatened abuse or neglect.

(3) A report shall be made when the offense is committed by any person, including another resident of the facility.