



Ohio Administrative Code

Rule 5180:3-13-89 Private child placing agency procedures when a child in agency custody dies.

Effective: March 14, 2026

(A) What steps must a private child placing agency (PCPA) take if a child in its temporary custody or planned permanent living arrangement dies?

- (1) Notify the public children services agency (PCSA) and the law enforcement agency with jurisdiction within one hour of it learning of the child's death.
- (2) Contact the child's parent, guardian or custodian within one hour of it learning of the child's death.
- (3) Complete the DCY 01987 "Child Fatality Report Face Sheet" and send it to the Ohio department of children and youth (DCY) within five working days after learning of the death. The DCY 01987 is to be sent electronically as directed on the form.
- (4) Assist the family in planning funeral arrangements, if requested.

(B) What are the responsibilities of a PCPA if the child was in permanent custody?

- (1) Notify the PCSA and the law enforcement agency with jurisdiction within one hour of it learning of the child's death.
- (2) Determine whether notification of the parent, guardian, custodian or other relatives is appropriate.
- (3) Complete the DCY 01987 and send it to DCY as described in paragraph (A)(3) of this rule.
- (4) Assume responsibility for funeral arrangements.

(C) How must documentation of notifications be maintained?

The PCPA is to maintain documentation regarding the provision of notices as outlined by this rule in the child's case record and the recommending agency's provider record.