



Ohio Administrative Code

Rule 5180:3-7-06 Required contents of a PCPA case plan document.

Effective: December 15, 2025

(A) What are the case plan goals a private child placing agency (PCPA) is to use for a "Family Case Plan" for a child?

One or more of the following:

(1) Maintain a child safely in their own home.

(2) Reunify a child with their parent, guardian, or custodian.

(3) Place a child in a safe, planned permanent living arrangement excluding adoption.

(4) Prepare a child for independent living and emancipation.

(5) Place a child for adoption.

(B) What elements are to be included, at minimum, in the "Family Case Plan"?

(1) Parties involved in the case plan and their individual responsibilities.

(2) Statement of goals and objectives to be achieved and conditions in the home that are to be improved to ensure the child will be safe and will receive proper care.

(3) Anticipated timeframes for attainment of goals and objectives.

(4) Identification of services requested by or provided to the child or their parent, guardian, or custodian to achieve the goals identified in paragraph (B) (2) of this rule.

(5) The appropriateness of supportive services offered or provided under the court order for



protective supervision to prevent removal of the child from the child's parent, guardian, or custodian.

(6) Specification of case management, casework services, and/or if appropriate, therapeutic counseling.

(C) What additional elements are to be included in a "Family Case Plan" for a child placed in a substitute care setting?

(1) The type of substitute care placement.

(2) The appropriateness and safety of the placement in accordance with rule 5180:2-42-05 of the Administrative Code.

(3) The reasonable efforts made or will be made to make it possible for the child to return to their home or identify that reasonable efforts are not required pursuant to rule 5180:2-39-01 of the Administrative Code.

(4) The steps to be taken to ensure services are provided to the child and their parent, guardian, or custodian to do one of the following:

(a) Facilitate the reunification of the child to their parent, guardian, or custodian.

(b) Locate a safe, planned permanent living arrangement for the child.

(5) The steps to be taken to assure services are provided to the child and substitute caregiver to address the needs of the child while they are in the substitute care placement.

(6) A schedule for regular and frequent visitation, including an explanation of the reason for any restrictions on location of visits or the need for supervision of visits, between the child and their parent, guardian, or custodian for children in temporary custody as specified in rule 5180:2-42-92 of the Administrative Code.

(7) The reason why parental rights will not be terminated pursuant to the requirements contained in



section 2151.413 of the Revised Code and in rule 5180:2-42-95 of the Administrative Code.

(8) Programs and services to assist the child to prepare for transition to independent living and emancipation, for a child fourteen years of age or older, if appropriate.

(D) What are the steps to be taken by the PCPA if the "Family Case Plan" goal is adoption or another planned permanent living arrangement?

(1) Place the child with an adult relative(s) expressing an interest in adopting the child and meeting all relevant state child protection standards, a guardian, or an adoptive parent(s).

(2) Find an adoptive family, through child specific recruitment efforts, for the child.

(3) Identify a planned permanent living arrangement for the child.

(4) Finalize the adoption or guardianship.

(5) The PCPA is to document in the case record the reason why certain elements were not contained in the "Family Case Plan" document due to the permanent custody status.

(E) When a child is placed in substitute care, what requirements are to be indicated in the "Family Case Plan" about the substitute care setting?

The "Family Case Plan" is to indicate that the substitute care setting is:

(1) Safe and consistent with the best interest and special needs of the child.

(2) The least-restrictive, most family-like setting available.

(3) In close proximity to the home from which the child was removed or the home in which the child will be permanently placed.

(4) In close proximity to the school in which the child was enrolled prior to the placement.



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(5) Designed to enhance reunification, if appropriate, in accordance with rule 5180:2-42-05 of the Administrative Code.