

Supported Strategies

All supported strategies identified in the charts below are effective immediately and will continue until each corresponding Ohio Administrative Code (OAC) rule is revised and effectuated.

* Indicates the additional strategies approved and supported by ODJFS following the issuance of FCASPL No. 393.

Screening/Intake

PCSA Recommended Strategy	ODJFS Instruction and Guidance
<p>*You typically have 24-hours to enter an intake. If a call is received on-call (weekends/holidays/after hours), it is recommended to allow 48 hours to enter if it is not screened-in.</p>	<p>Actionable: Rule does not state information must be entered within 24-hours, rather the screening decision and agency response must be determined within 24-hours. When a call is received on a Saturday or Sunday, after-hours during the business week, or a holiday, the intake information can be documented in Ohio SACWIS the next operating business day.</p> <p>Policy and Rule(s): OAC 5101:2-36-01 - Intake and screening procedures (C) All information reported to a PCSA alleging known or suspected child abuse, neglect, or dependency, or indicating a family is in need of PCSA services shall be recorded in Ohio SACWIS as an intake in accordance with the following: (1) Referral information received shall be recorded in Ohio SACWIS no later than the next working day from the date of the receipt of the referral information. (2) The original date and time the referral information is received by the PCSA shall be reflected in Ohio SACWIS including the actual date and time of the screening decision.</p> <p>Automated Systems: Ohio SACWIS already allows for this to occur.</p> <p>Reporting: Timeliness data elements on the intake reports follow the Ohio SACWIS requirements for data entry the next working day. The intake reports will not be impacted if the current Ohio SACWIS requirement of data entry the next working day is followed.</p> <p>Monitoring: This will continue to be monitored during CPOE by reviewing the intake referral and activity log documentation.</p> <p>Next Steps: There are no changes required to rule, automated systems, or reporting.</p>
<p>*CARA: Use the federal definition of CARA and drop 'exposure' that was added in Ohio.</p>	<p>ODJFS is currently engaged in a workgroup consisting of internal and external stakeholders for revisions to Chapter 5101:2-36 Screening and Investigation for the five-year rule review process. Feedback on the definitions have been provided from stakeholders with consideration to federal requirements and will be incorporated when Chapter 5101:2-36 Screening and Investigation rules are finalized with an estimated effective date June 2024.</p>

Assessment/Investigation

Assessment/Investigation Contacts

PCSA Recommended Strategy	ODJFS Instruction and Guidance
<p>Virtual face-to-face: Increase the allowance for virtual contacts with other involved adults (OIA) and adults residing outside of the alleged child victim (ACV)/child subject of report's (CSR) home.</p>	<p>Actionable: Adults outside of the home of the ACV/CSR do not require face-to-face visits and rule does not prohibit alternative forms of contact with other involved adults residing outside of the home.</p> <p>Policy and Rule(s): OAC 5101:2-36-03 PCSA requirements for intra-familial child abuse and/or neglect assessment/investigations requires face-to-face contact with children and adults residing in the home.</p> <p>Automated Systems: There is no change to the process of documenting contacts in Ohio SACWIS. Continue documenting face-to-face contacts with adults residing in or outside of the home in the Activity Log. "Virtual Visit/ Video" is an Available Contact Type in the Activity Log.</p> <p>Reporting: There is no impact to reports. The Comprehensive Visitation Report only considers children and adults eligible for visits on an Assessment/Investigation case open more than 65 days on a family case plan if one exists. Counties who use Crystal reports may be impacted.</p> <p>Monitoring: There is no impact on monitoring. This will continue to be monitored during CPOE by reviewing activity logs.</p> <p>Next Steps: There are no changes required to rule, automated systems, or reporting.</p>
<p>Change/suspend 5-day contact requirement if parent is refusing contact and complaint has been filed with the Court.</p>	<p>Actionable: If the PCSA has filed a complaint in Juvenile Court, the PCSA is not required to make face-to-face attempts every five working days if the parent/guardian/custodian is refusing contact.</p> <p>Policy and Rule(s): OAC 5101:2-36-03 - PCSA requirements for intra-familial child abuse and/or neglect A/I (G) If the attempted face-to-face contacts with the alleged child victim, as specified in paragraphs (D) and (F) of this rule are unsuccessful, the PCSA shall, at a minimum, continue making attempts for face-to-face contact at least every five working days until the child is seen or until the PCSA is required to make a report disposition pursuant to paragraph (V) or (W) of this rule. (Y) The PCSA shall request assistance from the county prosecutor, the PCSA's legal counsel, and/or the court if refused access to the alleged child victim or any records necessary to conduct the assessment/investigation.</p> <p>Automated Systems: Action Items for 5-day contact will continue to appear, but users may ignore or dismiss them. For steps to dismiss an Action Item, please refer to Dismissal of Action Items.</p>

Reporting: The Intake Lifecycle report has a column for face-to-face attempts but does not measure compliance of the 5-day contact requirement. The 5-day rule column displays Y, N, or NA on the Intake IA/Investigation F2F contact reports. Users will need to ignore this compliance column since it will not display accurately when a parent is refusing contact and/or a complaint has been filed in court.
Counties who use Crystal reports may be impacted.

Monitoring: This will be monitored during CPOE by reviewing activity logs, legal actions, and journal entries.

Next Steps: [OAC 5101:2-36-03 - PCSA requirements for intra-familial child abuse and/or neglect A/I](#) will be revised to include language of a complaint being filed by the PCSA. ODJFS is currently engaged in a workgroup consisting of internal and external stakeholders for revisions to Chapter 5101:2-36 Screening and Investigation for the five-year rule review process with an estimated effective date June 2024.

*Relax the rule for the 2nd attempt in 4 days when a family has scheduled to meet.

Actionable: The recommendation is included in [OAC 5101:2-36-11 - Extending timeframes for completion or waiving completion of assessment/investigation activities](#) and allowable when certain conditions are met.

Policy and Rule(s): [OAC 5101:2-36-11 - Extending timeframes for completion or waiving completion of assessment/investigation activities](#) Paragraph (B)(2) An extension is permitted for the execution of the second attempt to complete face-to-face contact when:

- (a) The diligent efforts completed to identify the child's current safety status with a principal of the report or collateral source who has knowledge of the child's current condition and can provide current and credible information about the child's safety.
- (b) The name and location of the individual who provided the credible information about the child's safety, and the manner in which the information was obtained.
- (c) The information provided by the principal of the report or collateral source that supports the PCSA's belief that the child is not at risk of being seriously harmed.
- (d) Completion of the supervisory approval of the extension request in SACWIS prior to the expiration of the fourth working day.

Automated Systems: Ohio SACWIS supports this rule with the Justification/Waiver type of "Extend second attempt to complete face-to-face within first four working days."

Reporting: There will be no impact to Ohio SACWIS reports or federal reporting. There may be an impact on timeliness calculations in the Performance Measure Dashboard. An impact analysis will need to be completed for the dashboard.

Monitoring: This will be monitored during CPOE by reviewing the justification/waiver section and the activity logs in Ohio SACWIS.

Next Steps: There are no changes required to rule, automated systems, or reporting.

Safety Assessment

PCSA Recommended Strategy

Align Safety Assessment waiver with written document (waiver due by working day ten (10) if appropriate contact attempts met).

ODJFS Instruction and Guidance

Actionable: The requirement to document the waiver in Ohio SACWIS on day four (4) has been extended to ten (10) working days.

Policy and Rule(s): [OAC 5101:2-37-01 - PCSA requirements for completing the safety assessment](#) (H) (1) Create and approve a request to extend the completion time frame prior to the expiration of the fourth working day time frame from the date the report was screened in as a child abuse, neglect, or dependency report pursuant to rule 5101:2-36-11 of the Administrative Code.

Automated Systems: There is no additional procedure or impact to Ohio SACWIS. Ohio SACWIS does not enforce that the Justification/Waiver or Extension is completed timely. The system does not update the action item due date when an extension is approved for the Safety Assessment because the due date depends on when contact is made. If the Safety Assessment is waived and the Action Item is no longer needed, it may be ignored or dismissed by a supervisor. For steps to dismiss an Action Item, please refer to [Dismissal of Action Items](#).

Reporting: There is no additional procedure or impact to reports. Reports only record the date of the Safety Assessment waiver and do not use the date for calculations. Counties who use Crystal reports may be impacted.

Monitoring: This will be monitored during CPOE by reviewing the justification/waiver section in Ohio SACWIS.

Next Steps: ODJFS is currently engaged in a workgroup consisting of internal and external stakeholders for revisions to Chapter 5101:2-36 Screening and Investigation for the five-year rule review process. During this time, [OAC 5101:2-37-01 - PCSA requirements for completing the safety assessment](#) will be updated to accommodate the recommendation and to align with any additional revisions made to [OAC 5101:2-36-11 - Extending time frames for completion or waiving completion of assessment/investigation activities](#). The estimated effective date for the rule revisions is June 2024.

Ongoing Case Planning and Review

Face-to-face contacts with adults participating in a Family Case Plan

PCSA Recommended Strategy

- *If parents have no address or phone number known to the agency, it is recommended we only have to make one attempt at a last known physical address each

ODJFS Instruction and Guidance

Actionable: When an adult is a Family Case Plan participant and face-to-face contacts cannot be completed due to known barriers (unknown address/phone number, incarceration,

<p>month. Caseworkers are now making 3 attempts at addresses that we know the parents no longer live.</p> <ul style="list-style-type: none"> • *If a parent or caregiver is incarcerated, you can have the same conversation with them over the phone that you can have in person for a monthly contact, especially if the length of their incarceration prevents them from being a viable placement option. • *Reduce requirement to see adults in their own home every other month on custody cases, especially for adults who are not engaged in the case plan, nowhere near reunification, are uncooperative, have unstable residence, and/or are not living in a reunification home. • *In cases where kids are placed outside the home, after attempts to engage a parent / caregiver and them refusing to work with the agency to resolve concerns, they should be able to be removed from the case plan. 	<p>disengaged, etc.), alternative forms of contact may be used. Please refer to the guidance article: Alternative Forms of Contact.</p> <p>Further discussion with the county's service team, administration, and legal team is encouraged when considering removing an individual from a Family Case Plan.</p> <p>Policy and Rule(s): OAC 5101:2-38-01 - Requirements for PCSA case plan for in-home supportive services without court order paragraph (M) and OAC 5101:2-38-05 - PCSA case plan for children in custody or under protective supervision paragraph (R).</p> <p>Automated Systems: Ohio SACWIS allows for alternative forms of contact to count. "Alternative Form of Contact" and "Virtual Visit/ Video" are Available Contact Types in the Activity Log.</p> <p>Reporting: There is no impact to reports. The Comprehensive Visitation Report considers the Activity Log Contact Type of "Alternative Form of Contact."</p> <p>Monitoring: This will continue to be monitored during CPOE by reviewing approved alternative contact plans and activity logs.</p> <p>Next Steps: There are no changes required to rule, automated systems, or reporting.</p>
---	--

Substitute care contacts and requirements	
PCSA Recommended Strategy	ODJFS Instruction and Guidance
<p>Remove required contact each week with caregiver for treatment foster care placements.</p>	<p>Actionable: The requirement for the caseworker to complete weekly contact with the caregiver for treatment foster care placements is removed.</p> <p>Policy and Rule(s): OAC 5101:2-42-65 - Caseworker visits and contacts with children in substitute care (B) Visits and contacts shall be conducted by a caseworker within the PCSA or PCPA that has full responsibility for case planning and case management of the child's case. (1) If the caseworker responsible for the child's case is unable to complete the visit, the caseworker completing the visit shall document in the child's case the reason someone other than the assigned caseworker visited the child. (2) The caseworker assigned to the child's case shall complete the majority of the required monthly visits. (3) The PCSA or PCPA, as part of a managed care agreement as defined in rule 5101:2-1-01 of the Administrative Code, may contract with another agency to have the managed care caseworker assume responsibility for the child's case and caseworker visits required by this rule.</p> <p>Automated Systems: An Action Item, "Weekly contact must be made for child in treatment setting" will continue to display each week and is disposed by entering an Activity Log with a Contact Type of "Face-to-Face" or "Face to face with Provider(s)," a Subcategory of "Treatment FC Weekly Contact," and a contact status of "Completed" for the child. Only assigned workers</p>

	<p>will display in the Responsible Worker dropdown. If the worker who made the contact is not assigned, select the assigned caseworker as the Responsible Worker and document in the narrative the name of the worker who completed the activity.</p> <p>Reporting: Caregiver contact is not used for calculation on the Comprehensive Visitation Reports. No reports will be affected.</p> <p>Monitoring: This will be monitored during CPOE by reviewing activity logs.</p> <p>Next Steps: Rule revisions are planned for OAC 5101:2-42-65 - Caseworker visits and contacts with children in substitute care to remove (C)(2)(b) One contact each week with the caregiver to monitor the child’s progress. This revision will be incorporated in rule during the five-year rule review slated to begin in August 2023.</p>
<p>Change requirements for who can conduct exit interview to allow case aides to complete.</p>	<p>Actionable: PCSAs may permit case aides to conduct exit interviews.</p> <p>Policy and Rule(s): OAC 5101:2-42-65.1 - Exit interviews when a child in custody leaves an out of home placement. (A) The public children services agency (PCSA) or private child placing agency (PCPA) that holds custody of a child shall conduct a face-to-face exit interview with every child age five and older, as developmentally appropriate, within seven days after the child's exit from each foster care placement. (1) The interview shall be completed by an individual allowed to make caseworker visits in accordance with rule 5101:2-42-65 of the Administrative Code.</p> <p>Automated Systems: Any worker who can access a child’s Placement Record may record a Foster Care Exit Interview. Employees with the “All Case Workers” security user group will have this ability. For steps to record an Exit Interview, please refer to Recording a Foster Care Exit Interview .</p> <p>Reporting: The Foster Care Exit Interview Compliance Report will not be impacted. The parameter page only allows filters by custodial agency, Child PID, or Provider Recommending Agency. It is not dependent on the person completing the exit interview. Counties who use Crystal reports may be impacted.</p> <p>Monitoring: This will be monitored during CPOE by reviewing the placement, FC exit interview section in Ohio SACWIS.</p> <p>Next Steps: OAC 5101:2-42-65.1 has been revised and will be effective August 15, 2023. The requirement that the interview shall be completed by an individual allowed to make caseworker visits has been removed.</p>

Change requirement for screening within 5 days of placement/placement change to exclude any child being placed upon discharge from a hospital or medical setting (exception already exists for newborns).

Actionable: Children being placed into foster care from a medical setting or changing from one foster care setting to another will not be required to have a medical screening completed within 5 working days.

Policy and Rule(s): [OAC 5101:2-42-66.1 - Comprehensive health care for children in placement](#)
(C) The PCSA or PCPA shall ensure a medical screening is completed within five working days of each child entering into substitute care or when a child's placement changes to prevent possible transmission of common childhood communicable diseases and to identify any symptoms of illness, injury, or maltreatment. A screening is not required for newborn children directly placed into substitute care from the hospital. The medical screening shall be conducted by one of the following: (1) A licensed physician. (2) An advanced practice nurse. (3) A registered nurse. (4) A licensed practical nurse. (5) A physician's assistant.

Automated Systems: There is no Ohio SACWIS impact.

Reporting: The Medical Requirement for Youth in Agency Custody Report displays the date and the count of days between custody episode start date and initial medical screen completed date. There will be no major impact to the report. This data is pulled from the treatment tab on the person profile.

Counties who use Crystal reports may be impacted.

Monitoring: This will be monitored during CPOE by reviewing the child's placement information, activity logs, child's medical information in Ohio SACWIS, and medical records.

Next Steps: [OAC 5101:2-42-66.1 - Comprehensive health care for children in placement](#) will be amended to exempt children being placed into a foster care setting from a medical setting or changing from one foster care setting to another. The rule is expected to be in clearance in August 2023.

*I would recommend removing the rule that each caregiver needs to be seen each month and change the rule that one caretaker needs to be seen each month in the home and the other caretaker can be via an alternative contact.

Actionable: PCSAs may have a non-assigned caseworker assist in completing the visits. Rule also allows visits in a home which has two or more substitute caregivers, each caregiver receives at least one of the face-to-face visits in each three-month period.

Policy and Rule(s): [OAC 5101:2-42-65 - Caseworker visits and contacts with children in substitute care](#) outlines the requirements for visitation with substitute caregivers. (C)(1)(d) (d) In a home which has two or more substitute caregivers, assure that each caregiver receives at least one of the face-to-face visits referenced in paragraphs (C)(1)(a) to (C)(1)(c) of this rule in each three-month period. If a caregiver is out of the home for the entire three-month period (e.g., military leave or extended hospital stay) the caregiver is exempt from the visits for that time period.

Automated Systems: No impact to Ohio SACWIS.

	<p>Reporting: There will be no impact to Ohio SACWIS reports, federal reporting, or dashboard reports. This metric is not tracked by any reports.</p> <p>Monitoring: This will be monitored during CPOE by reviewing the activity logs in Ohio SACWIS.</p> <p>Next Steps: There are no changes required to rule, automated systems, or reporting.</p>
<p>Ongoing Reviews and Assessments</p>	
<p>PCSA Recommended Strategy</p>	<p>ODJFS Instruction and Guidance</p>
<p>Remove CAPMIS Reunification Assessment tool and requirements.</p>	<p>Actionable: All requirements to complete a Reunification Assessment are waived.</p> <p>Policy and Rule(s): OAC 5101:2-37-04 - PCSA requirements for completing the reunification assessment</p> <p>Automated Systems: There is no Ohio SACWIS requirement for the Reunification Assessment.</p> <p>Reporting: The only impact would be to the actual tool. There are no additional reports using this data.</p> <p>Counties who use Crystal reports may be impacted.</p> <p>Monitoring: This will no longer be monitored during CPOE Reviews.</p> <p>Next Steps: Upon recommendations of the Comprehensive Assessment and Planning Model Interim Solution (CAPMIS) evaluation completed by the University of Cincinnati in 2017, planning, development, and activities have been underway for revision of existing CAPMIS tools for finalization to CAPM. The Family Assessment tool and field guide have been revised and the initiative is pending ODJFS review and prioritization for Ohio SACWIS implementation. Pending the CAPM revisions, the Reunification Assessment tool will be removed and will be rescinded.</p>
<p>Case Review completion requirements are extended to be completed once every 180 days instead of every 90 days.</p>	<p>Actionable: Case Review (CR) completion requirements are extended to be completed once every 180 days instead of every 90 days. The Case Review is required to be completed with the Semi-Annual Administrative Review (SAR).</p> <p>Policy and Rule(s): OAC 5101:2-38-09 - PCSA requirements for completing the case review (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.</p> <p>Automated Systems: Per Ohio SACWIS rules, there must be one Case Review completed and approved to complete/approve the SAR as information pulls from the CR to the SAR. There will be a "warning" message in the SAR if only one Case Review is completed indicating the SAR is not compliant. However, the SAR can still be approved. Action items in Ohio SACWIS will</p>

remain but users may ignore and/or dismiss them. For steps on how to dismiss Action Items, please refer to [Dismissal of Action Items](#) .

If a Case Review has not been completed within the 30 days prior to case closure, one will need to be completed to close the case in Ohio SACWIS. For more information, please refer to the following articles: [Completing a Case Review](#) and [Completing a Semi-Annual Administrative Review](#) .

Reporting: The SAR/Case Review Due Date report calculates Case Review due dates, days overdue, and 3-month approval time stamp. This report will be impacted. The SAR/Case Review Due Date report does display the Next Case Review Due Date which calculates 90 days instead of 180 days. The report will not provide accurate due dates corresponding with 180 days.

Monitoring: This will be monitored during CPOE by reviewing the Case Review tools in Ohio SACWIS.

Next Steps: ODJFS will explore other best practice options to monitor and review Family Case Plans on a regular basis without the need to complete a case review tool every 90 days. ODJFS will collaborate with external stakeholders to gather feedback prior to making the necessary revisions to rules, automated systems, and reporting. Once feedback is gathered and a plan moving forward is developed, [OAC 5101:2-38-09 - PCSA requirements for completing the case review](#) and [OAC 5101:2-38-10 - PCSA requirements for completing the semiannual administrative review](#) will be revised to remove language to complete the Case Review tool every 90 days.

*Remove risk reassessment for children in PC with the goal of Adoption.

A risk reassessment is not completed on cases where all child plan participant(s) have a Legal Status of Permanent Custody or Permanent Surrender.

Independent Living

PCSA Recommended Strategy

- *Change reviews of the Independent Living Plan to 180 days rather than 90 days (align with current flexibility that case reviews are every 180 days instead of every 90 days)
- *Independent living: The 90-day readiness reviews be "relaxed" as well since 90-day case reviews are being relaxed in the ongoing field. The exception would be if the youth is 17 years old, 90-day reviews would be necessary to keep up with and also a great tool to utilize when updating the transitional plan.

ODJFS Instruction and Guidance

Actionable: For Independent Living (IL), the 90-day readiness review is to be relaxed to 180 days in coordination with the Semi-Annual Review.

Policy and Rule(s): [OAC 5101:2-42-19 - Requirements for the provision of independent living services to youth in custody.](#)

Automated Systems: Ohio SACWIS currently validates for Readiness Reviews on the Semi-Annual Review (SAR) and will show as "Not Compliant" based on the IL Workforce Relaxation Recommendation. Although the SAR will display as "Not Compliant", Ohio SACWIS will not prevent the SAR from being routed and approved. The "Not Compliant" status will need to be disregarded in this situation.

Reporting: There is no impact to reports. There are two IL reports that display the date of the reviews, but timeliness is not calculated.

Monitoring: This will be monitored during CPOE by reviewing the Independent Living Readiness Reviews in Ohio SACWIS.

Next Steps: [OAC 5101:2-42-19 - Requirements for the provision of independent living services to youth in custody](#) is currently under revision as part of the five-year rule review process. It is proposed to align with the rule relaxation guidance to include completion with the Semi-Annual Review.

Administrative

Training and Education Requirements

PCSA Recommended Strategy

Extended hours allowed for rules training (currently capped at 6).

ODJFS Instruction and Guidance

Actionable: Revisions to [OAC 5101:2-33-55 - Education and training requirements for PCSA caseworkers](#) became effective June 15, 2022, and allow for this recommendation. The revisions removed specifications on types of training to count towards the 36 hours.

Policy and Rule(s): [OAC 5101:2-33-55 - Education and training requirements for PCSA caseworkers](#) (G) PCSA caseworkers are to complete thirty-six hours of annual training after their first year of continuous employment with the agency as a part-time or full-time caseworker. The training activities are to be relevant to the caseworker's assigned duties, approved by the caseworker's supervisor, and entered into the statewide learning management system (LMS).

Automated Systems: Not applicable.

Reporting: Not applicable.

Monitoring: Technical assistance will be provided as applicable.

Next Steps: There are no further revisions required for [OAC 5101:2-33-55 - Education and training requirements for PCSA caseworkers](#) as the recommendation became effective June 15, 2022.

*Given many of our Social Work Assistants are certified or qualify for caseworker roles, permit them to initiate intakes, also utilize for safety plan monitoring phone calls, or other caseworker required activities where safety is not actively being assessed in the moment.

Actionable: All PCSA staff members meeting the requirements outlined in 5101:2-33-55 Education and training requirements for PCSA caseworkers and who are responsible for the provision of protective services or supportive services to the child and his parent, guardian, custodian, or substitute caregiver meet state requirements for a "PCSA caseworker." PCSA caseworkers may initiate intakes and complete safety plan monitoring phone calls.

	<p>Policy and Rule(s): OAC 5101:2-33-55 - Education and training requirements for PCSA caseworkers.</p> <p>ORC 5153.01 - County children services definitions: "PCSA caseworker" means an individual employed by a public children services agency as a caseworker.</p> <p>OAC 5101:2-1-01 - Children services definitions: "Caseworker" means a PCSA, PCPA or PNA staff person who is responsible for provision of protective services or supportive services to the child and his parent, guardian, custodian, or substitute caregiver.</p> <p>Automated Systems: Not applicable.</p> <p>Reporting: Not applicable.</p> <p>Monitoring: Technical assistance will be provided as applicable.</p> <p>Next Steps: There are no changes required to rule.</p>
<p>*Allow individual agencies to waive components of CORE if your agency can provide agency specific substitute curriculum.</p>	<p>Actionable: Rule does not prohibit this practice, but care should be taken to note the order described in OAC. The caseworker should be provided training and have the needed knowledge before the Core training is considered for waiver.</p> <p>Policy and Rule(s): OAC 5101:2-33-55 - Education and training requirements for PCSA caseworkers Paragraph (E) The PCSA director or designee may waive any caseworker core course requirements as described in paragraph (D) of this rule by completing and signing the OCWTP core waiver form. The completed OCWTP core waiver form is to be on file with the OCWTP within six months of the date the PCSA caseworker's employment with the agency in that position commences.</p> <p>PCSA directors or designees have the authority to waive Caseworker Core requirements on a case-by-case basis. The Ohio Child Welfare Training Program (OCWTP) OCWTP Core Waiver Form and the Training Rules Guidance provide additional information on this waiver.</p> <p>Automated Systems: Not applicable.</p> <p>Reporting: Not applicable.</p> <p>Monitoring: Technical assistance will be provided as applicable.</p> <p>Next Steps: There are no changes required to rule.</p>
<p>Other Administrative Requirements</p>	
<p>PCSA Recommended Strategy</p>	<p>ODJFS Instruction and Guidance</p>
<p>Remove, or suspend, letter of Assurance for PCSAs requirement.</p>	<p>Actionable: The completion of the form and submission to the agency's Technical Assistance Specialist (TAS) will not be required.</p> <p>Policy and Rule(s): OAC 5101:2-40-02 - Supportive services for prevention of placement, reunification, and life skills (W) The director of the PCSA shall be responsible for submitting a</p>

letter to the appropriate Ohio department of job and family services (ODJFS) field office by January first of every year containing the following assurances.

Automated Systems: Not applicable.

Reporting: Not applicable.

Monitoring: The completion and submission of the letter of assurance to the TAS will not be required.

Next Steps: [OAC 5101:2-40-02 - Supportive services for prevention of placement, reunification, and life skills](#) will be revised accordingly during the five-year rule review process by June 2024.