

## **Procedure: Child Abuse and Neglect Check for Foster/Adoptive Applicants**

### **Procedure No.:**

### **Purpose of the procedure:**

To identify the requirements for child abuse and neglect clearing prior to licensure for foster care or approval for adoption.

### **Statement of procedure:**

Prior to recommending a foster home for certification or adoptive home for approval, SCCS will conduct a search of SACWIS for each applicant and each adult household member of the applicant's home to determine the suitability of the applicant to provide foster care or adoption services. SCCS will also request a registry search for any state in which an adult household member has resided within the five years prior to application. A search will be conducted on any new adult member of the household. If the applicant is a foster parent for the adoptive child, the summary used as a foster parent will be sufficient unless deemed necessary by the assessor. SCCS will request ODJFS to conduct a search of the central registry and the SACWIS system if we are unable to access. The search will result in a summary report to be placed in the applicant's file. Prior to the placement of each child in the caregiver's home, the summary report will be considered as a tool to help determine the appropriateness of the placement.

The report will include a chronological list of abuse and neglect determinations or allegations in which the person was involved where a PCSA has done one of the following:

- Determined that abuse or neglect occurred;
- Initiated an investigation, and the investigation is ongoing;
- Initiated an investigation, and the agency was unable to determine whether abuse or neglect occurred.

Regardless of licensing status, placement of children in custody is at the sole discretion of SCCS.

### **Related laws and standards:**

Ohio Revised Code (ORC): 2151

Ohio Administrative Code (OAC): 5101:2-5 through 7  
United States Code (USC):  
Code of Federal Regulations (CFR):

**Who is affected by the procedure?**

Foster care or adoptive applicants

**Review/Effective date:**

January 2007, April 24, 2006/ May 2006/September 2008

**Policy/Procedure History Date:**

**Key words:**

Child abuse and neglect clearing

**Associated policy (if applicable):**

Foster care policy, adoption home study procedure

**Also documented in:**

Adoption Services Procedure  
Foster Care Procedures Manual