

Administrator Accessibility

SUMMIT COUNTY CHILDREN SERVICES

<p>ORC: N/A</p> <p>OAC: 5101:2-5-13(A)(19)</p> <p>USC: N/A</p> <p>CFR: N/A</p>	<p>ORIGINAL: 05/2006</p> <p>REVISION/REVIEW: 06/29/2006; 3/26/2018; 11/14/2023</p> <p>NEXT REVIEW: 11/14/2028</p> <p>RELATED FORM(S): Individual Child Care Agreement (ICCA)</p> <p>RELATED PROCEDURE/POLICY(IES): AWOL Youth: Violation of Curfew, Unauthorized Absence, Missing from Care and Return to Care; Placement and Termination of Children in SCCS Custody</p>
--	--

- | | |
|---|---|
| <input type="checkbox"/> Administrative
<input type="checkbox"/> Fiscal
<input type="checkbox"/> Human Resources
<input type="checkbox"/> Information Technology | <input type="checkbox"/> Legal
<input type="checkbox"/> Safety & Security
<input checked="" type="checkbox"/> Social Services - All Departments
<input type="checkbox"/> Social Services - Foster & Adoption |
|---|---|

All Staff
 Bargaining Unit
 Non-Bargaining
 Management

POLICY:

Summit County Children Services (SCCS) ensures that caregivers, staff and Ohio Department of Job and Family Services (ODJFS) representatives have access to the Administrator or Designee with executive authority to agency staff at all times.

PROCEDURE:

The Executive Director, or designee with Executive authority is accessible to staff and ODJFS representatives at all times by written inter-office communication, electronic mail, and/or cell phone. In the absence of the administrator, a designee may be reached by contacting the main operator at 330-379-9094 during business hours, or by contacting the agency hotline at 330-434-KIDS.

Caregivers are provided with the contact information for each child’s assigned caseworker through the Individual Child Care Agreement (ICCA) form. Caregivers are able to reach an SCCS staff member twenty-four (24) hours a day, seven (7) days a week by contacting the main operator at 330-379-9094. In emergent situations or in the case of critical incidents, caregivers should contact the agency hotline.

Calls of child abuse or neglect and/or emergencies may also be called into the agency hotline at 330-434-KIDS.