

Notification Required by Caregivers to SCCS

SUMMIT COUNTY CHILDREN SERVICES

ORC: 2151.86, 5103.02, 5103.03, 5103.0319, 5103.0320, 5103.0321, 5103.0328 OAC: 5180:2-7-14; 5180:2-7-02; 5180:2-5-09.1 USC: N/A CFR: N/A Other Supporting Authority: N/A BOT Resolution #: N/A	ORIGINAL: 06/06 REVISION/REVIEW: 08/06, 05/09/07, 9/2008, August 2009, 04/21/2010, 10/19/2012; 09/06/2022; 06/12/2026 NEXT REVIEW: 06/12/2031 RELATED FORM(S): N/A RELATED PROCEDURE/POLICY(IES): Kinship Assessment for Placement; Initial Application and Completion of the Foster Care and Adoption Home Study
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| ☐ Administrative | ☐ Legal |
| ☐ Fiscal | ☐ Safety & Security |
| ☐ Human Resources | ☐ Social Services - All Departments |
| ☐ Information Technology | ☒ Social Services - Foster & Adoption |

All Staff ☒ Bargaining Unit ☐ Non-Bargaining ☐ Management ☐

POLICY:

Summit County Children Services (SCCS) requires all caregivers to provide the agency with timely notification of significant household changes, and changes to a child's safety or well-being.

PROCEDURE:

It is the caregiver/network provider's responsibility to keep SCCS informed of changes or circumstances affecting the placement of any child in the home.

- 1) A caregiver/network provider must notify SCCS immediately or no later than one (1) hour of any of the following:
 - A serious injury or illness involving medical treatment of the child
 - Death of a foster/adoptive child
 - Unauthorized absence of the foster/adoptive child from the home
 - Removal of the foster/adoptive child from the home by any person or agency other than the placing agency, or attempts at such removal
 - Any involvement of the foster/adoptive child with law enforcement authorities.
- 2) A caregiver/network provider must notify SCCS immediately or no later than within 24 hours of any of the following:
 - Change or impending change in marital status of the caregiver
 - Serious injury, illness or death of any household member

- Finalization of an adopted child
- Criminal charge or conviction of any household member
- Law enforcement involvement with any household member
- Significant change in financial status/income
- The home becomes uninhabitable for any reason
- Services of the fire department are required
- Change in the household occupancy of children or adults
- Relocation/change of address of the family
- Pets or domestic animal bites involving any individual.

A caregiver is to notify the assigned SCCS coordinator in writing prior to allowing any person to reside for more than two weeks in the foster home

A caregiver is to inform the assigned SCCS coordinator within thirty days in writing if the foster caregiver is certified to operate a type B family day care home.

A caregiver/network provider must notify the assigned SCCS coordinator at least four weeks prior to a planned relocation of the caregiver residence.

A caregiver must notify SCCS within twenty-four hours of any charge of any criminal offense brought against the caregiver or any resident of the home. If the charges result in a conviction, the caregiver shall notify SCCS within twenty-four hours of the conviction. A caregiver or prospective caregiver must notify SCCS in writing within twenty-four hours if a person at least twelve (12) years of age, but less than eighteen (18) years of age, residing with the caregiver or prospective caregiver has been convicted of or pleaded guilty to any of the offenses listed in Appendix A of OAC 5180:2-5-09.1, or has been adjudicated to be a delinquent child for committing an act that if committed by an adult would have constituted such an offense. SCCS notifies the Ohio Department of Children and Youth (ODCY) should the agency learn that a foster caregiver failed to notify SCCS of any circumstances related to criminal offenses. When SCCS notifies ODCY under these circumstances, ODCY shall initiate action to revoke the foster caregiver's certificate as applicable.