

**TUSCARAWAS COUNTY JOB & FAMILY SERVICES
CHILDREN SERVICES PROCEDURE**


**NOTIFICATION FROM FOSTER PARENTS OR PROSPECTIVE FOSTER
CAREGIVERS REGARDING CONVICTED RESIDENTS**

POLICY

Foster caregivers certified by Tuscarawas County Job & Family Services and prospective foster caregivers of the agency shall provide written notification to the agency if a person living in the home has been convicted or plead guilty to any of the offenses listed in Appendix A of Rule 5101:2-7-14 of the Administrative Code (see attached) or is an adjudicated delinquent child for committing an act that would constitute one of those offenses.

PROCEDURE

1. Within twenty-four (24) hours of the conviction, the guilty plea, or the adjudication of a person residing in the home, regardless of his/her age, the foster caregiver shall provide written notification of same to a foster care worker or the supervisor of the Placement Services Unit.
2. Within five working days of receiving the written notification, the foster care worker and the Placement Services Supervisor shall begin an evaluation of the foster home to determine whether or not the home should continue to be recommended for certification, or be recommended for denial or revocation of certification.
3. At a minimum, the following information shall be included in the evaluation:
 - ◆ whether there are children currently placed in the foster home and the impact of disruption on the children if moved;
 - ◆ whether rehabilitation of the individual had to be considered for initial certification;
 - ◆ the length of time of certification prior to this conviction;
4. The evaluation shall be completed within 30 days and presented with recommendation to the Agency Attorney and the Director.
5. The evaluation, recommendation, and the decision regarding licensure shall be documented in SACWIS and the provider's file.
6. If the agency learns that a foster caregiver has failed to provide written notification in accordance with (1.) above, the agency will notify the Ohio Department of Job & Family Services, and ODJFS shall initiate action to revoke the foster caregiver's certificate.



David Haverfield, Director



Effective Date