

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

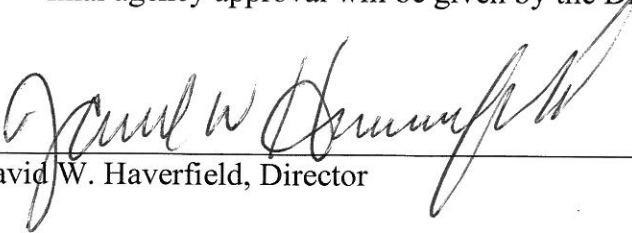
**POLICY**


Tuscarawas County Job and Family Services (TCJFS) may consider reimbursing individuals for damages caused by a child(ren) in agency custody.

**PROCEDURE**

The following information must be documented before reimbursement will be considered:

- A. The individual has provided TCJFS with written notification that damage occurred and cost has been incurred. This notification must be received by the agency within thirty (30) calendar days of the date that the damage occurred.
- B. If the repair/replacement costs exceed \$300.00:
  - The individual must have filed a claim with his or her insurance carrier and provided TCJFS with written notification that the claim was denied.
  - The individual has provided TCJFS with three written estimates.
- C. An agency representative has observed the damage and:
  - When possible, obtained photographs of the damages.
  - Determined that appropriate supervision was exercised to avoid the cost incurred.
- D. No claim for reimbursement will be considered after the time frame for notification has expired.
- E. TCJFS will determine to what extent, if any, the child shall be held accountable for any destruction he or she has caused and when applicable, will:
  - File charges in juvenile court.
  - Construct a plan whereby the child is responsible for restitution.
- F. Recommendation for reimbursement shall be made by a Social Service Supervisor and final agency approval will be given by the Director.

  
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David W. Haverfield, Director

  
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Effective Date