

OFFICE OF FAMILIES AND CHILDREN
Families and Children Letter #038**TO:** Directors, Public Children Services Agencies**FROM:** Jeffery Van Deusen, Deputy Director
Office of Families and Children**DATE:** September 7, 2022**SUBJECT:** Screening Guidelines**Background**

The Ohio Department of Job and Family Services (ODJFS) would like to thank the many partners who worked tirelessly over the last several years on revising the Screening Guidelines. The Screening Guidelines were developed by ODJFS, Office of Families and Children, in collaboration with representation from Ohio's Public Children Services Agencies (PCSAs), The Human Trafficking Task Force, Ohio's Chapter of the American Pediatric Association, and The Institute for Human Services.

The "Ohio Child Protective Services Screening Guidelines" have been revised and reformatted to provide child welfare professionals enhanced guidance of screening examples along with a streamlined flow within the document, supporting the decision-making process. References to Ohio Administrative Code (OAC) and Ohio Revised Code (ORC) are made in the beginning of each section/sub-section of the categories to assist with decision making. In addition, considerations for each category have been provided to promote critical thinking during the intake and screening processes.

The Screening Guidelines impact not only the families in Ohio who need supportive services, but the numerous community partners who work side by side with Ohio's Public Children Services Agencies (PCSAs) in serving families. The guidelines assist PCSAs in the categorization of referral information received in addition to determining a family's need for child protective services intervention. The revised guidelines influence statewide consistency and serve as a training resource. The guidelines support requests for referral specific guidance while providing relevant references to established Ohio Administrative Code (OAC), Ohio Revised Code (ORC), and best practice. Legal advice should be sought when in doubt regarding the legality of any screening decision.

Release and Distribution

The Children Services Training and Development Team has developed a [self-directed webinar](#) that is posted on their [webpage](#) and will be available on the [Teams' Stream channel](#). All staff will be

able to access the webinar at any time. The content focuses on changes from the prior rendition and summarizes other sections. If there are issues accessing the content, please email OFCTraining@jfs.ohio.gov.

The screening guidelines available online for immediate use at [Office of Families and Children | Ohio Department of Job and Family Services](#). Additionally, PCSAs will be receiving physical copies of the guidelines in the coming weeks. Orders for each PCSA has been capped according to county size as follows:

- Major Metro-100
- Metro-75
- Large-50
- Medium-25
- Small-10

Overview of Revisions

Old Guidelines	New Guidelines
Previous Title - CAPMIS Screening Guidelines	New Title - Ohio Child Protective Services Screening Guidelines
Format difficult to follow	Guidelines reorganized to provide a guide caseworkers and screening decision makers through the screening process.
General guidance regarding substance use	Language specific to the Comprehensive Addiction & Recovery Act (CARA) and Plans of Safe Care examples have been added
Safe Sleep	Information received from Ohio's Chapter of American Pediatric Association
Human Trafficking - stated contact legal team	Human Trafficking Taskforce provided guidance and recommendations
Medical input - outdated terminology	Information received from Ohio's Chapter of American Pediatric Association to align with current medical practice
No information regarding social media	Sexting/texting/social media considerations and guidance
Domestic Violence - limited information	Additional guidance in abuse/neglect categories
Use of term parent/guardian/custodian and caretaker throughout	The term "caretaker" is used outside of ORC definition to allow for easier understanding of examples
Rule Reference in chart	References to OAC and ORC are provided prior to screening examples in each category versus within the charts

Contacts

If you have any questions, please contact Deanna Herold at Deanna.Herold@jfs.ohio.gov or Alyssa Kletrovets at Alyssa.Kletrovets2@jfs.ohio.gov.