

Ohio SACWIS Project

CM09 Record Placement Information

Version 2.1

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Prepared for:



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Revision Log

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1 Description

This use case describes the steps a worker takes to document initial and all subsequent placement information for a child including leave types of AWOL and Respite. The use case also documents the steps a Caseworker takes to document case services such as Counseling, Life Skills and Case Management.

2 Characteristic Information



Name	CM07 Record Placement Information (UC304)
Scope	 Business – Case Management
Level	 - Primary Task
Actor(s)	<p>Caseworker - A generic term for an agency employee who can be assigned to tasks that are common to all caseworkers.</p> <p>Worker - This is a generic term for someone with general access to SACWIS having the capability to read and perform tasks that all employees will be able to perform.</p>
Stakeholders and Interests	<ol style="list-style-type: none"> 1. Service Provider 2. Child(ren) 3. Parent/guardian/custodian 4. Case Participants 5. Guardian ad litem 6. Court appointed special advocate 7. Kin/relative who is providing care for the child 8. The pre-adoptive parent 9. Child's attorney 10. Court 11. Tribe - Extended Family (ICWA) 12. PCPA 13. PCSA 14. Local CDJFS 15. Substitute Caregivers 16. ODJFS 17. State ICPC Worker
Pre-conditions	The Caseworker has accessed the Placement/Services List page of the selected Case Record.
Post-conditions	Child placement and/or service information has been recorded.
Trigger(s)	<ol style="list-style-type: none"> 1. The Caseworker requests the System add Service Record.
Requirements Addressed	<p>RFP37.2, RFP37.4, RFP80, RFP80.1, RFP80.2, RFP80.3, RFP80.4, RFP116, RFP193, RFP198, RFP243, RFP244, RFP269, RFP270, RFP271, RFP274.2, RFP304, RFP308, RFP309, RFP311, RFP312, RFP333, RFP334, RFP335, RFP336, RFP351, RFP351.1, RFP351.2, RFP351.3, RFP351.4, RFP351.5, RFP352, RFP354, RFP355, RFP357, RFP494, RFP498, RFP514, RFP723.7</p> <p>ASFA/AFCARS RFP214, RFP274.6, RFP363, RFP379, RFP395.1, RFP723.1, RFP723.9</p>

Figure 1 – Characteristic Information

3 Basic Flow

3.1 Usage Examples and Narratives

- Example 1: Worker needs to navigate the Placement/Case Services List Page.
- Example 2: Worker wishes to filter list page criteria.
- Example 3: Caseworker wishes to add a Placement Services Record.
- Example 4: Caseworker wishes to edit a Placement Services Record.
- Example 5: Caseworker wishes to add a Case Services Record.
- Example 6: Caseworker wishes to edit a Case Services Record.
- Example 7: Caseworker wishes to delete a Placement/Case Services Record.
- Example 8: Worker wishes to view a Placement Services Record.
- Example 9: Worker wishes to view a Case Services Record.
- Example 10: Caseworker wishes to maintain Placement Information.
- Example 11: Worker wishes to view Placement Information.
- Example 12: Caseworker wishes to match a Provider to the Child's service needs.
- Example 13: Caseworker wishes to unlink Provider from the Placement Service Record.
- Example 14: Caseworker wishes to generate report.
- Example 15: Worker needs to navigate the Leave List Page.
- Example 16: Caseworker wishes to add Leave information.
- Example 17: Caseworker wishes to edit Leave information.
- Example 18: Caseworker wishes to delete Leave information.
- Example 19: Worker wishes to view Leave information.
- Example 20: Caseworker wishes to maintain Placement Ending information.
- Example 21: Worker wishes to view Placement Ending information.

3.2 Main Success Scenarios

Scenario 1: Navigate Placement/Case Services List Page

1. Worker optionally executes Scenario 2.
2. Caseworker optionally executes one of Scenarios 3-21. Worker optionally executes Scenarios 6, 10-11, 13, 15, 19 and 21.
3. Worker requests System close Placement/Case Services List page.
4. System closes Placement/Case Services List and returns to Case Overview page.

Scenario 2: Filter List Page

1. Worker enters information.
2. Worker requests System 'Filter'.
3. System presents filtered view of the Placement/Case Services list.

Scenario 3: Add Placement Services Record

1. Caseworker selects Service Record type 'Placement'.
2. Caseworker requests System add Placement Services Record.
3. System presents Placement Services Record; defaulting to Services page.
4. Caseworker enters information.
5. Caseworker optionally executes Scenarios 12 and 13.
6. Caseworker optionally requests System display Placement page.
7. Caseworker optionally executes Scenario 10.
8. Caseworker optionally requests System display Reports page.
9. System optionally presents Reports page.
10. Caseworker optionally executes Scenario 14.
11. Caseworker requests System save record.
12. System validates and saves record; returns to the Placement/Case Services List Page.

Scenario 4: Edit Placement Services Record

1. Caseworker requests System edit selected Placement Services Record.
2. System presents selected Placement Services Record in edit mode; defaulting to the Services Page.
3. Repeat Steps 4-12 of Scenario 3.

Scenario 5: Add Case Services Record

1. Caseworker selects Service type 'Case'.
2. Caseworker requests System add Services Record.
3. System presents Services Record; defaulting to Services page.
4. Caseworker enters information.
5. Caseworker optionally executes Scenario 12 and 13.
6. Caseworker requests System save record.
7. System validates and saves record; returns to the Placement/Case Services List Page.

Scenario 6: Edit Case Services Record

1. Caseworker requests System edit selected Case Services Record.
2. System presents selected Case Services Record in edit mode; defaulting to the Services Page.
3. Repeat Steps 4-7 of Scenario 5.

Scenario 7: Delete Placement/Case Services Record

1. Caseworker requests System delete selected Service Record.
2. System asks user “Are you sure you want to delete this Service Record, OK or Cancel?”
3. Caseworker selects ‘OK’.
4. System deletes the selected Service Record.

Scenario 8: View Placement Services Record

1. Worker requests System view selected Placement Services Record.
2. System presents Placement Services Record in view mode; defaulting to the Services Page.
3. Worker optionally views information.
4. Worker optionally requests the System display the Placement page.
5. System optionally presents Placement page.
6. Worker optionally executes Scenario 11.
7. Worker optionally requests System display Reports page.
8. System optionally presents Reports page.
9. Worker optionally executes Scenario 14.
10. Worker requests System close record.
11. System closes record; returns to the Placement/Case Services List Page.

Scenario 9: View Case Services Record

1. Worker requests System view selected Case Services Record.
2. System presents Placement Services Record in view mode; defaulting to the Services Page.
3. Worker optionally views information.
4. Worker optionally requests System display Reports page.
5. System optionally presents Reports page.
6. Worker optionally executes Scenario 15.
7. Worker requests System close record.
8. System closes record; returns to the Placement/Case Services List Page.

Scenario 10: Maintain Placement Information

1. Caseworker requests System edit Placement Information.
2. System presents the Placement Information page.
3. Caseworker enters information.
4. Caseworker requests System save information.
5. System validates and saves information; returns to Placement page.

Scenario 11: View Placement Information

1. Worker requests System view Placement Information.
2. System presents the Placement Information page.
3. Worker views information.
4. Worker requests System close page.
5. System closes page returns to Placement page.

Scenario 12: Match Provider to Child Service Needs

1. Caseworker requests System match provider.
2. System presents Match Provider page (RM19a-Match Client with Provider) pre-filled with Service Information, Agency Information and Child Information.
3. Caseworker executes Scenario 2 of RM19a.

Scenario 13: Unlink Provider from a Placement/Case Services Record

1. User requests System unlink Provider Record.
2. System asks user “Are you sure you want to unlink this Provider Record, OK or Cancel?”
3. User selects ‘OK’.
4. System deletes the selected Provider Record.

Scenario 14: Generate Report

1. Worker selects report to generate.
2. Worker requests System generate selected report.
3. System presents preview of report.
4. Worker views report.
5. Worker requests System print report.
6. System generates report.

Scenario 15: Navigate Leave List Page

1. User requests System present Leave List page.
2. System presents Leave List page.
3. Caseworker optionally executes Scenario 16-19
4. Worker requests System close Leave List page.
5. System closes Leave List Page and returns to Placement/Case Services page.

Scenario 16: Add Leave Information

1. Caseworker requests System add Leave Record.
2. System presents the Leave Information page.
3. Caseworker enters information.

4. Caseworker requests System save information.
5. System validates and saves information; returns to Leave List page.
6. System closes page returns to Placement/Case Services List page.

Scenario 17: Edit Leave Information

1. Caseworker requests System edit selected Leave Record.
2. System presents selected Leave Record in edit mode.
3. Repeat Steps 3-6 of Scenario 16.

Scenario 18: Delete Leave Record

1. User requests System delete selected Leave Record.
2. System asks user “Are you sure you want to delete this Leave Record, OK or Cancel?”
3. User selects ‘OK’.
4. System deletes the selected Leave Record.

Scenario 19: View Leave Information

1. Worker requests System view selected Leave Record.
2. System presents the Leave Information page in view mode.
3. Worker views information.
4. Worker requests System close page.
5. System closes page and returns to Leave List page.

Scenario 20: Maintain Service Ending Information

1. Caseworker requests System display Service Ending page.
2. System presents the Service Ending page.
3. Caseworker enters information.
4. Caseworker requests System save information.
5. System validates and saves information; returns to the Placement/Case Services List Page.

Scenario 21: View Service Ending Information

1. Worker requests System view display Service Ending page.
2. System presents the Service Ending page.
3. Worker views information.
4. Worker requests System close page.
5. System closes page and returns to the Placement/Case Services List Page.

Scenario 22: Maintain Service Authorization Information in Service Record

1. Agency Fiscal Worker requests System display Service Authorization page.
2. System presents the Service Authorization page. (See FM05-Maintain Service

- Authorizations).
3. Agency Fiscal Worker enters information. (Worker views information).
 4. Agency Fiscal Worker requests System save information. (Worker requests System close page.)
 5. System validates and saves information; returns to the Services Page of Service Record.

Scenario 23: View Service Authorization Information in Service Record

1. Worker requests System display Service Authorization page.
2. System presents the Service Authorization page. (See FM05-Maintain Service Authorizations).
3. Worker views information.
4. Worker requests System close page.
5. System closes page and returns to the Services Page of Service Record.

4 Alternate Flows

The View Scenario mentioned in this use case has no alternate flows.

3a-4a AF Condition 1.

12a.1 Caseworker /Case Worker requests System apply information.

13a.1 System saves information and does not close page.

3b-4b AF Condition 2.

12b.1 Caseworker requests System cancel information.

13b.1 System cancels information and closes page; returns to Placement/Case Services List Page.

3c-4c AF Condition 3.

13c.1 System presents a data validation error message alerting the Placement Worker that required fields were entered incorrectly. The Caseworker can return to area needing correction.

5a-6a AF Condition 1.

10a.1 Case Worker requests System apply information.

10a.1 System saves information and does not close page.

5b-6b AF Condition 2.

10b.1 Case Worker requests System cancel information.

11b.1 System cancels information and closes page; returns to Placement/Case Services List Page.

5c-6c AF Condition 3.

11c.1 System presents a data validation error message alerting the Placement Worker that required fields were entered incorrectly. The Caseworker can return to area needing correction.

7a, 19a AF Condition 1.

3a.1. Caseworker selects 'No'.

4a.1 System does not delete record.

10a AF Condition 1.

5a.1 Caseworker requests System apply information.

6a.1 System saves information and does not close page.

10b AF Condition 2.

5b.1 Caseworker requests System cancel information.

6b.1 System cancels information and closes page; returns to Placement/Case Services List Page.

10c AF Condition 3.

6c.1 System presents a data validation error message alerting the Placement

Worker that required fields were entered incorrectly. The Caseworker can return to area needing correction.

13a AF Condition 1.

- 3a.1 Caseworker selects 'No'.*
- 4a.1 System does not unlink record.*

14a AF Condition 1.

- 5a.1 Worker selects 'Cancel'.*
- 6a.1 The System does not print report and returns to Reports page.*

16a-17a AF Condition 1.

- 5a.1 Caseworker requests System apply information.*
- 6a.1 System saves information and does not close page.*

16b-17b AF Condition 2.

- 5b.1 Caseworker requests System cancel information.*
- 6b.1 System cancels information and closes page; returning to Leave List Page.*

16c-17c AF Condition 3.

- 6c.1 System presents a data validation error message alerting the Caseworker that required fields were entered incorrectly. The Caseworker can return to area needing correction.*

18a AF Condition 1.

- 3a.1 Caseworker selects 'Cancel'.*
- 4a.1 System does not delete record.*

20a AF Condition 1.

- 4a.1 Caseworker requests System apply information.*
- 5a.1 System saves information and does not close page.*

20b AF Condition 2.

- 4b.1 User requests System cancel information.*
- 5b.1 System cancels information and closes page; returning to Placement/Case Services List Page.*

20c AF Condition 3.

- 6c.1 System presents a data validation error message alerting the User that required fields were entered incorrectly. The User can return to area needing correction.*

22a AF Condition 1.

- 4a.1 Agency Fiscal Worker selects request System Cancel information.*
- 5a.1 The System cancels information and returns to Service Record.*

22b AF Condition 2.

5b.1 The system presents a data validation error message alerting the Agency Fiscal Worker that specific fields were entered incorrectly. Agency Fiscal Worker can return to area needing correction.

5 Important and Required Fields

MSS or AF Step	Fields
MSS3 Step 4	<p><u>Services Page</u> Service Category The service category associated to the service record Service Type The service type associated to the service record Placement/Service Begin Date The begin date for authorization of services Placement/Service End Date The end date for authorization of services Type of Placement The type of placement associated to the service record Service Group The status of the child’s case record (Reunification, Placement Services, Permanent Planned Living Arrangement, Adoptive Home, Independent Living, In-Home, etc…) in relation to his/her receipt of in-home services Estimated End Date The estimated end date for service provision This is an ICPC Placement Indicator used to reflect placement of an ICPC child This is an Emergency Placement Indicator used to reflect emergency placement of a child After Hours Placement Indicator used to reflect after hours placement of a child ICWA Placement Indicator used to reflect placement of an child under the Indian Child Welfare Act Service Provider Information Information specific to the resource identified for provision of services Relationship to Child The relationship between the service provider and child if the service type is kinship Non-Compliant Placement Indicator used to reflect that the placement is out of compliance</p>
MSS3 Step 7	<p><u>Placement Page</u> Placement Questions The topic name for the placement questions Status The completion status for documenting information related to the placement question Date The date the placement question was completed Narrative The first few sentences of the narrative information related to the placement question</p>

6 Special Requirements

6.1 Current Placement Service Record Rule

Only one current Service Record of the type 'Placement' can exist per child. The record is made historical when the End Date of the record is populated by the System into the End Date of the corresponding Service Ending Page.

The Placement Effective Date for the current record must be greater than the End Date of the previous record.

6.2 Service Category-Service Type Filter Rule

When the Service Record Type = Placement the Service Category will = Placement Services. The Service Type(s) will be filtered as identified in RM08-Maintain Provider Service Credentials.

6.3 Type of Placement Filter Rule

When the Service Type is	The Type of Placement options are
Family Foster Home Treatment Foster Home Medically Fragile Foster Home Pre-Adoptive Infant Home	Certified Foster Home ICPC Foster Foster Home – Own Agency – ODJFS Licensed Foster Home – Other Agency – ODJFS Licensed Foster Home –DYS Licensed Foster Home – MR/DD Licensed Foster Home – MH Licensed
Adoptive Home Kinship Care – Relative Kinship Care – Nonrelative Kinship Care – Parent Group Home CRC	Agency Approved Adoptive Home – Own Agency Agency Approved Adoptive Home – Other Agency ICPC Adoption Certified/Approved Relative –CAR ICPC Relative ICPC Other ICPC Regulation 7 Relative ICPC Parent ICPC Regulation 7 Parent Certified Group Home - GH Group Home – ODJFS Licensed Group Home – DYS Licensed Group Home – MR/DD Licensed Group Home – MH Licensed Certified Children’s Residential Center-CRC CRC-Licensed Public CRC- Licensed Private CRC- DYS Licensed CRC-MR/DD Licensed CRC-MH Licensed

Residential Parenting Facility	Residential Parenting Facility – RPF
Certified Emergency Shelter Care Facility - ESC	Certified Emergency Shelter Care Facility - ESC
Licensed Medical/Educational Facility - MEF	Licensed Medical/Educational Facility - MEF
Detention Facility – DET	Detention Facility – DET

6.4 Service Authorization Notification Rule

The Service Authorization link will only become enabled upon saving of the ‘Completed’ Service Record. The edit of Service Authorization requires Agency Fiscal Worker security profile. Workers with access to the Service Record can view Service Authorization information.

6.5 Service Authorization Notification Rule

The System should send an alert to the Agency Fiscal Worker for each Service Record marked as completed. The System should state “A new placement service record has been completed for “Insert Child Name in the Insert Case Name/Case ID Case. Please review the Child’s Service Record to determine Service Authorization).

The following information should pre-fill the Service Authorization record associated to the Service Record.

From the Services Page	Will pre-fill the Service Authorization Page
Service Category	Service Category
Service Type	Service Type
Placement/Service Begin Date	Begin Date
Placement/Service End Date	End Date
The Employing Agency of the logged on worker	Agency
Child’s Name	Client Name
Provider Name	Provider Name (and the associated Provider ID)

6.6 Placement Questions Rule

The System should validate that all Placement Question Narrative fields be answered before allowing the user to update and save the record with a status of ‘Complete’.

6.7 Type of Placement/Less Restrictive Setting Rule

The System should enable and require that narrative information be entered for the less restrictive settings based on the following information.

When the Type of Placement is	The Less Restrictive Field Narrative that will be enabled are:
Certified Foster Home ICPC Foster Foster Home – Own Agency – ODJFS Licensed Foster Home – Other Agency – ODJFS Licensed Foster Home –DYS Licensed Foster Home – MR/DD Licensed Foster Home – MH Licensed	Own Home Certified/Approved Home
Agency Approved Adoptive Home	Certified Foster Home Independent Living
Certified/Approved Relative –CAR	Own Home Approved Adoptive Home
Certified Group Home - GH Group Home – ODJFS Licensed Group Home – DYS Licensed Group Home – MR/DD Licensed Group Home – MH Licensed Licensed Residential Parenting Facility	Own Home Certified/Approved Home Certified Foster Home Independent Living Own Home Certified/Approved Home Certified Foster Home Independent Living Certified Group Home
Certified Children’s Residential Center- CRC CRC-Licensed Public CRC- Licensed Private CRC- DYC Licensed CRC-MR/DD Licensed CRC-MH Licensed Certified Emergency Shelter Care Facility - ESC Licensed Medical/Educational Facility - MEF Detention Facility – DET	Own Home Certified/Approved Home Certified Foster Home Independent Living Certified Group Home Licensed RPF Certified Emergency Shelter Care Facility Own Home Certified/Approved Home Certified Foster Home Independent Living Certified Group Home Licensed RPF Certified Emergency Shelter Care Facility Own Home Certified/Approved Home Certified Foster Home Independent Living Certified Group Home Licensed RPF Certified Emergency Shelter Care Facility Own Home Certified/Approved Home Certified Foster Home Independent Living Certified Group Home Licensed RPF

	Certified Emergency Shelter Care Facility Licensed Medical/Educational Facility
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The Other field will be enabled but not required. When the Type of Placement is related to any of the ICPC options, none of the fields will be required.

6.8 Provider Match Rules

The System should pre-fill the following information from the Service Record into the identified fields of the Provider Match page.

From the Services Page	Will pre-fill the Provider Match Page
Service Category	Service Category
Service Type	Service Type
The Employing Agency Type of the logged on worker	Agency Type
The Employing Agency of the logged on worker	Agency
Child's Age	From Age
Child's Gender	Gender
Child's Language	Language
Child's Race	Corresponding Race Checkboxes
Child's Characteristics	Characteristics to be used in Match

The System will not allow the user to modify the Service Category or Service Type information.

6.9 Provider Search and Selection Rules

The System should only return Providers that meet the following criteria:

1. The Provider Type Status is Approved/Certified/Active.
2. The Provider Status is Active or On Hold.
3. The Service Type identified in the Match Criteria is currently documented in the Service Credentials record of the Provider.

The System should only allow the user to select (1) Provider that meets the following criteria:

1. The Provider Status is 'Active'.
2. The Service Status is 'Active' and the employing agency of the logged in worker is associated to the active service credential record.

6.10 Leave Records Rule

Leave Records can only be created for 'Placement' Service Records with a status of Complete. The Leave Record Effective Date must always be greater than the Begin Date of the Placement Service Record.

Only one current Leave Record can exist. The current Leave Record must have a return date entered prior to creating a new Leave Record. The Leave effective date of a newly created Leave record must be greater than or equal to the return date of the previous Leave record.

6.11 Current Leave Record Rule

Only current Leave records can be edited or deleted from the Leave Record List page.

Upon entering and saving a Leave Record with a Return date, the Leave Record will become frozen.

6.12 Leave Notification Rule

When a user creates a new Leave Record, upon saving the System should send notification to all assigned workers to the Child's Case Record. In addition, the Agency Fiscal Worker should receive notification. The notification should state, "Effective (Insert Leave), (Insert Child Name, Case Name/ID is on (Insert Leave Type) Leave from his/her placement in the (Insert Provider Name/ID).

6.13 Case Service Record Rules

When the Service Record is 'Case' the Placement and Reports page will not be presented to the user. In addition, the Type of Placement and Placement Checkboxes (ICPC, Emergency, after hours, ICWA and Non-Conforming) will be disabled.

6.14 Delete Rule

Only Service Records in 'Draft' status can be deleted. Otherwise, the Delete functionality will not be available.

Only Leave Records with no Return date can be deleted. Otherwise, the Delete functionality will not be available.

6.15 Service Ending Functionality

The Service Ending functionality will only be presented for Complete Service Records. When a Service Ending record has been saved the information will be frozen for edit purposes and cannot be deleted.

6.16 End Date (Discharge) Rule

When the End Purpose = Discharge, upon saving the Service Ending Record, the System should push the date of the Service Ending Record into the Discharge Date of the current Initial Removal Record and the Service Authorization associated to the Service Record. The Discharge Reason should be pushed to the Reason field of the Service Authorization record.

In addition, when the End Purpose = Discharge, the associated Discharge Questions will become enabled and required. Otherwise, they are disabled from entry.

7 Notes, Background Information, User Interface Ideas

Definitions: *(During JAD Verify source of definitions and FACSIS usage document)*

Place Child on Leave: A situation exists which causes a child to be absent from his substitute care setting for a period not to exceed 30 days with the intent of returning the child to the same substitute care setting. The resource is not open to the placement of another child during this period.

Type of Leave: The situation which exists and causes the temporary departure from the placement setting.

- Parental/Relative/Non-relative Visit: The child is away for the substitute care setting due to a visit with parent, relative or non-relative.
- Pre-placement Visit: The child is away for the substitute care setting due to a pre-placement visit at another substitute care setting.
- Vacation: The child is away from the substitute care setting due to a vacation.
- Camp: The child is away from the substitute care setting due to being at camp.
- Hospital Admission: The child is away from the substitute care setting due to admission in a hospital for medical, psychiatric or drug treatment.
- Detention: The child is away from the care setting due to the temporary care of the child pending court adjudication or disposition, or execution of a court order, in a public or private facility designed to physically restrict the child's movement and activities.
- Run Away/AWOL: Child who is absent without leave or permission from a substitute care setting not to exceed 30 days.
- Trial Home Visit: A child in the temporary custody of the PCSA placed with the parent/guardian/custodian, where the parent/guardian/custodian has 24 hour physical care and responsibility, for any length of time, but not to exceed 30 days.
- Respite: Services designed to provide temporary relief of child-caring functions which may include, but are not limited to, crisis nurseries, day treatment, and volunteers or paid individuals who provide such services within the home. This service may be provided to a child placed in a foster home or with a relative as well as for a child in his own home. OAC rule is currently pending that may modify this definition.

Definitions

Case Management Services: activities performed by the PCSA or private child placing agency (PCPA) for the purpose of providing, recording and supervising services to a child and his parents, guardian, custodian, caretaker, or substitute caregiver.

Counseling Services:

- General counseling services performed by a PCSA or by the shelter for victims of domestic violence to assist a child, a child's parents, a child's sibling in alleviating identified problems that may cause or have caused the child to be an abused, neglected or dependent child
- Psychiatric or psychological therapeutic counseling services provided to correct or alleviate any mental or emotional illness or disorder and performed by a licensed psychiatrist, licensed psychologist or person licensed under Chapter 4754 of the Revised Code to engage in social work or professional counseling.

Diagnostic services

- Medical, psychiatric or psychological services performed by a licensed physician, psychiatrist, psychologist, licensed professional counselor with clinical endorsement or a licensed independent social worker for the purpose of evaluating an individual's current physical, emotional, or mental condition
-

Help Me Grow – early intervention services: means services provided to a child under age three which can include developmental evaluations and assessments, speech and hearing services, family training and counseling, home visits, occupational or physical therapy, social and psychological services and service coordination

Emergency Shelter: The short-term crisis placement of any child who is threatened or alleged to be abused, neglected or dependent to an extent that there is imminent risk to the child's life, physical or mental health or safety.

Home Health Aide Services: The personal care and maintenance activities provided to individuals for the purpose of promoting normal standards of health and hygiene.

Homemaker Services: The professionally directed or supervised simple household maintenance or management services provided by trained homemakers or individuals to families in their own homes.

Protective Day Care Services: Services provided for a portion of the twenty-four hour day for the direct care and protection of children who have been harmed or threatened with harm or who are at risk of abuse, neglect or exploitation due to a psychological or social problem, or physical or mental handicap of a caretaker parent or whose health or welfare is otherwise jeopardized by their home environment.

Substitute Care: The care provided to a child apart from his parent or guardian, while the child's custody is held by a PCSA or PCPA.

Therapeutic Services: Medical, psychiatric or psychological services performed by licensed or certified physicians, psychiatrists, psychologists, professional counselors or

independent social workers for the purpose of correcting or alleviating physical, mental or emotional illnesses or disorders.

Adoption: The creation, by a court of competent jurisdiction, of parental rights and responsibilities between a child and an adult, along with the termination of all parental rights and responsibilities to the child held by any other person, which have not been previously surrendered or terminated by court order.

Information and Referral Services: Services which may assist any person in location and/or using available and appropriate resources.

Life Skills Services: A series of developmentally appropriate services or activities that provide an opportunity for a child to gain the skills needed to live a self-sufficient adult life pursuant to rule 5101:2-42-19 of the Administrative Code.

Unmarried Parent Services: as defined by the 5101:2-42-70 of the Administrative Code.