

**The Pickaway County Department of  
Job and Family Services**

**PICKAWAY COUNTY CHILD ABUSE AND  
NEGLECT  
MEMORANDUM OF UNDERSTANDING**

October 2023

**PICKAWAY COUNTY CHILD ABUSE AND NEGLECT MEMORANDUM OF UNDERSTANDING  
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## **REFERENCES**

ORC 2151.421 – Reporting Child Abuse or Neglect  
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OAC 5101:2-33-21 – Confidentiality and Dissemination of Child Welfare Information  
OAC 5101:2-33-26 – The County Child Abuse and Neglect Memorandum of Understanding  
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## **INTRODUCTION**

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The Pickaway County Child Abuse and Neglect Memorandum of Understanding (MOU) was developed in accordance with Ohio Revised Code (ORC) 2151.421, which defines the reporting of child abuse and neglect, and Ohio Administrative Code (OAC) 5101:2-33-26, which mandates the MOU. This document sets forth the normal operating procedures to be employed by all concerned officials in the execution of their respective responsibilities when conducting a child abuse or neglect assessment/investigation.

### **Purpose**

The purpose of this MOU is to delineate the role and responsibilities of each official or agency in assessing or investigating child abuse or neglect in the county in order to:

- Provide protection, aid, and treatment to victims of suspected child abuse and neglect and their caretakers;
- Ensure the prompt reporting of incidents of suspected child abuse and neglect;
- Bring about prosecution and/or treatment of perpetrators of child abuse and neglect;

### **Goals**

Participants of this MOU agree to work cooperatively to achieve the following goals:

- Prompt reporting of incidents of suspected or actual child abuse and neglect;
- Timely and thorough investigations of child abuse and neglect referrals;
- Elimination of duplication and gaps in efforts in order to protect the child and family from further abuse and trauma;
- Rapid and successful prosecution of offenders in all areas of child maltreatment;
- Timely and effective specialized care and services to meet the needs of the child and family and

- reduce further trauma;
- Successful coordination among participants in the investigation, prosecution, and treatment of child abuse and neglect.

#### **Mandated Subscribers**

The following are mandated subscribers to the Pickaway County Child Abuse and Neglect MOU:

- Pickaway County Sheriff
- Pickaway County Probate and Juvenile Court
- Pickaway County Prosecuting Attorney
- Circleville City Police Chief
- Pickaway County Animal Control
- Ashville Police Chief
- Commercial Point Police Chief
- New Holland Police Department
- South Bloomfield Police Department

Additional participants may be included.

#### **Failure to Follow MOU**

Failure to follow the procedure set forth in the MOU by the concerned officials is not grounds for, and shall not result in the dismissal of any charges or complaints arising from any reported case of abuse or neglect or the suppression of any evidence obtained as a result of any reported child abuse or neglect and does not give, and shall not be construed as giving, any rights or grounds for appeal or post-conviction relief to any person.

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### **REPORTING PROCEDURES**

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#### **Mandated Reporters**

Anyone who is acting in the following official or professional capacities and knows or suspects that a child under eighteen years of age, or a person under twenty-one years of age with a developmental disability or physical impairment, has suffered or faces a threat of suffering any physical or mental wound, injury, disability, or condition of nature that reasonably indicates abuse or neglect of the child, shall immediately report that knowledge or reasonable suspicion to the public children services agency or municipal or county peace officer in the county in which the child resides or in which the abuse or neglect is occurring or has occurred. A mandated reporter is any person who is one of the following:

- Attorney
- Health care professional
- Practitioner of a limited branch of medicine
- Licensed school psychologist
- Independent marriage and family therapist, or marriage and family therapist
- Coroner
- Administrator or employee of a child day-care center
- Administrator or employee of a residential camp, child day camp, or private, nonprofit therapeutic wilderness camp

- Administrator or employee of a certified child care agency or other public or private children services agency
- School teacher, school employee, school authority
- Peace officer
- Humane society agent, dog warden, deputy dog warden, or animal control officer
- Person rendering spiritual treatment through prayer in accordance with the tenets of a well-recognized religion
- Employee of a county department of job and family services who is a professional and who works with children and families
- Superintendent or regional administrator employed by the department of youth services
- Superintendent, board member, or employee of a county board of developmental disabilities or department of developmental disabilities
- Investigative agent contracted with by a county board of developmental disabilities
- Employee of a facility or home that provides respite care
- Employee of an entity that provides homemaker services
- Host family
- Foster caregiver
- A person performing the duties of an assessor for foster and adoptive placements
- A third party employed by a public children services agency to assist in providing child or family related services
- Court appointment special advocate or guardian ad litem.

Pursuant to ORC 5120.173, reports of child abuse and neglect shall be made to the state highway patrol if the child or person with a developmental disability is an inmate in the custody of a state correctional institution.

Pursuant to ORC 5153.28, boards of township trustees, the superintendent of any county home, and other officers and employees of any county, municipal corporation, or other political subdivisions of the state shall make a report to the public children services agency respecting any child in the county coming to their attention, who is deemed to be in need of public care.

#### **Voluntary Reporters**

Anyone having reason to believe that a child has suffered or faces a threat of suffering any physical or mental wound, injury, disability, or other condition of a nature that reasonably indicates abuse or neglect of the child, may report or cause reports to be made of that knowledge or suspicion to the public children services agency or to a municipal or county peace officer.

#### **Where/What to Report**

Reports may be filed with the Pickaway County Department of Job & Family Services, Children Services Division at 1005 S. Pickaway Street, Circleville, Ohio 43113, (740) 474-7588, or with any law enforcement agency. Children Services has staff available to receive reports by telephone 24 hours per day, 7 days per week. All after hour, holidays and weekend calls are referred to local law enforcement. Law enforcement personnel will have access to the on-call worker via telephone. Children Services staff are available during these times to respond to emergency situations. Reports may be made by telephone, in person, or in writing. The report shall contain, at a minimum, the following information:

- The names and addresses of the child and the child's parents or the person(s) having custody of the child, if known;

- The child's age and the nature and extent of the child's known or suspected injuries, abuse, or neglect, or the known or suspected threat of injury, abuse, or neglect, including any previous evidence of previous injuries, abuse, or neglect; and
- Any other information that might be helpful in establishing the cause of the known or suspected injury, abuse, or neglect, or of the known or suspected threat of injury, abuse, or neglect.

#### **Referrals from Law Enforcement to Children Services**

Upon receipt of a report concerning the possible abuse or neglect of a child or the possible threat of abuse or neglect of a child, the law enforcement officer who receives the report shall refer the report to Children Services. It is recommended that law enforcement officers make reports to Children Services immediately if the officer believes the child to be at immediate risk of abuse or neglect. Reports of non-life-threatening situations should be made to Children Services within 24 hours. ***Any time there is a question as to whether or not the situation warrants a report to Children Services, a call to Children Services should be made.*** Agency staff will answer questions and inform the reporter if the information warrants agency intervention.

#### **Referrals from Children Services to Law Enforcement**

Additional updates to ORC 2151.421 require PCSAs to notify the appropriate law enforcement agency:

No later than seven calendar days after screening in all reports of abuse unless an arrest is made at the time of the report that results in the appropriate law enforcement agency being contacted concerning the possible child abuse

No later than seven calendar days after screening in reports of neglect if the PCSA enacts a safety plan (in-home safety plan, out-of-home safety plan, or legally authorized removal) due to neglect during that timeframe unless an arrest is made at the time of the report that results in the appropriate law enforcement agency being contacted concerning the possible child neglect. Best practice would support notification of law enforcement when a safety plan is enacted after the first seven calendar days.

#### **Color Photos, X-Rays, Exams**

Any person who is required to report child abuse or neglect may take or cause to be taken color photographs of the area of trauma visible on a child and, if medically indicated, perform or cause to be performed radiological examinations and any other medical examinations of, and tests or procedures on, the child. Normally, Children Services or law enforcement initiates such procedures when indicated.

#### **Information Shared with Mandated Reporters**

A person who is required to make a report may request Children Services to provide the following information:

- Whether the agency has initiated an investigation of the report;
- Whether the agency is continuing to investigate the report;
- Whether the agency is otherwise involved with the child who is the subject of the report;
- The general status of the health and safety of the child who is the subject of the report; and/or
- Whether the report has resulted in the filing of a complaint in Juvenile Court or criminal charges in another court.

When an employee of Children Services receives a report, they shall inform the mandated reporter of their right to request this information by sending a mandated reporter letter. Any information provided to a mandated reporter shall be documented in the case record.

### **Confidentiality of Reports**

Each report of suspected child abuse and neglect is confidential. The information shared with the subscribers of this MOU is made available only for the purposes of investigation, treatment, or case management of suspected child abuse and neglect (or otherwise deemed to be in the best interest of the child victim or the family). The information provided in a report and the name of the person who made the report shall not be released for use, and shall not be used, as evidence in any civil action or proceeding brought against the person who made the report. In a criminal proceeding, the report is admissible as evidence in accordance with the Rules of Evidence and is subject to discovery in accordance with the Rules of Criminal Procedure.

No person shall permit or encourage the unauthorized dissemination of the contents of any report made pursuant to this MOU. The identity of the referral source shall be considered a part of the report. Children Services shall not release or affirm the identity of any party without the referral source's consent, except for the purpose of judicial testimony, if court intervention is deemed necessary to protect the child. Children Services will work with the Prosecutor to protect the identity of all reporters of child abuse and neglect whenever possible. During the intake process, a mandated reporter will be informed that they may have to testify if the case indicates the need. Anyone or any organization participating in good faith in reporting possible child abuse or neglect, providing information used in the report, and participating in a judicial proceeding resulting from the report, shall be immune from any civil or criminal liability that might otherwise be incurred.

### **False Reports**

A person who knowingly makes or causes another person to make a false report under ORC 2151.421 (B) that alleges that any person has committed an act or omission that resulted in a child being abused or neglected is in violation of ORC 2921.14.

### **Unauthorized Dissemination**

The information received in a report of alleged child abuse or neglect is highly sensitive and should be maintained in confidence. When any person commits, causes, permits, or encourages the unauthorized dissemination of information, Children Services shall give written notification of such unauthorized dissemination to the Prosecutor or Law Director. The reporter's identity is confidential and is not to be confirmed or denied.

### **Failure to Report**

When any mandated reporter fails to report suspected child abuse or neglect as required by ORC 2151.421, Children Services shall give written notification to the Prosecutor, Law Director, or Village Solicitor.



Children Services receives reports of alleged child abuse and neglect 24 hours per day, 7 days per week. All allegations of abuse and neglect are prioritized using information from the reporter, agency records, and when applicable, collateral sources having relevant information regarding the current report.

#### **Emergency**

Children Services shall consider the report an emergency when it is determined that there is imminent risk to the child's safety or there is insufficient information to determine whether or not the child is safe at the time of the report. For identified emergency reports, an investigation will include attempted face-to-face contact with the alleged child victim within one hour of the receipt of the report.

#### **Non-Emergency**

When the report does not indicate an emergency, Children Services will attempt face-to-face contact with the alleged child victim within 24 hours of receipt of the report to ensure that the child is safe. If the initial attempt is unsuccessful, attempts will continue at least every 3 working days until the child is seen.

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### **COLLABORATIVE EFFORTS**

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In compliance with OAC 5101:2-33-26, procedures for cross-referral and information sharing among subscribers are built into this MOU. Subscribers thereby express a commitment to share information to facilitate the investigation, treatment, and case management of suspected child abuse and neglect.

#### **Joint Investigation Requirements**

Initial intervention in child abuse and neglect cases can be made by either Children Services or the appropriate law enforcement entity. However, any serious report involving injury, hospitalization, or possible removal of a child from the home requires a joint cooperative intervention between the agencies.

The following types of cases will always require a joint investigation:

- Those requiring a third-party involvement;
- Those involving the death of a child who is in the custody of the Children Services;
- Those involving a child fatality in which abuse, or neglect suspected as a cause;
- Those involving alleged withholding of appropriate nutrition or hydration;
- Those involving child sexual abuse allegations;
- Those involving human trafficking; and
- Those involving serious physical abuse or neglect that may result in criminal proceedings.

Upon receipt of a potentially life-threatening child abuse or neglect report, immediate contact between Children Services and the appropriate law enforcement agency will be made to jointly plan the intervention and investigation. In joint investigations, Children Services and law enforcement will immediately share all statements, reports, and verbal and written opinions concerning the abusive or neglectful situations.

Children Services shall meet its obligation of maintaining communication with the appropriate law enforcement agency regarding child abuse and neglect investigations as follows:

- A written report will be filed with law enforcement regarding any investigation involving the death of a child;
- Written reports will be filed as requested by law enforcement agencies;
- Contact will be maintained to share information on joint investigations and to notify law enforcement agencies of independently initiated Children Services investigations of actual abuse or neglect situations. In such cases, follow-up reports in conference or in writing will be provided upon request by law enforcement officials.

Children Services will report actions that could result in criminal charges to law enforcement authorities. If further investigation is required, the Prosecutor will collaborate with the appropriate law enforcement agency or Children Services in preparing the case for presentation.

If law enforcement is unable to conduct the joint interview within the mandated time frames (OAC 5101:2-36-03), Children Services will conduct the interviews within their mandated time frames.

#### **Requesting Law Enforcement Assistance**

A Children Services worker investigating a report of suspected child abuse or neglect shall immediately notify the appropriate law enforcement agency in the following situations:

- To request assistance in completing any mandated or necessary investigation requirements;
- When the situation may possibly warrant criminal action to be taken;
- When a third-party investigation is required;
- When an out-of-home investigation is required;
- With cases involving a missing child;
- With cases involving a child fatality from alleged abuse or neglect;
- In all reports containing allegations of sexual abuse;
- In all reports containing allegations of severe injury or cruel and unusual punishment;
- When requesting assistance in removing a child;
- When there is a threat of physical harm to the worker or to anyone else involved in the case;
- When requesting assistance in after-hours investigations; and
- When there is reason to believe that a crime has been committed or is going to be committed.

#### **Reports of Missing Children**

As normal operating procedure, reports of missing children are made to law enforcement. If law enforcement requests information regarding the missing child or the child's family, Children Services shall make any information available to law enforcement that may assist in the location of the child. If a report of a missing child is made to Children Services, the agency shall immediately refer such information to the appropriate law enforcement jurisdiction. Any information that the agency has available on the child shall be accessible to the law enforcement jurisdiction.

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## **INVESTIGATIONS**

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Children Services has the responsibility of conducting a legally sound and effective investigation. It is also their responsibility to coordinate the investigation with the local law enforcement agency that has jurisdiction over the case. Both agencies must decide how to intervene in a manner that will maximize the information obtained from the investigation while minimizing the risk of trauma to the alleged child victim and family members. Joint interviews should be conducted whenever possible to minimize

trauma.

The investigation is a detailed fact-finding process with four primary goals:

- To determine whether the allegation is founded;
- To determine the degree of risk to the child;
- To develop and implement a plan to protect the child;
- To gather evidence to support criminal prosecution and other judicial proceedings, where indicated.

### **Required Interviews**

Risk factors and the safety of the alleged child victim should ultimately determine the sequence and timing of interviews. However, Children Services has mandated timeframes outlined in OAC 5101:2-36-03. The sequencing of the interview process is subject to change if the details or specifics of a certain allegation/case warrant such changes.

### **Interview Environment**

Interviews with the alleged child victim (ACV) should be in the least stressful, safest environment possible. A neutral setting is optimal. Interviews with non-offending parent(s) and siblings or other children in the home should occur where they feel most comfortable. Interviews with the alleged offender are generally conducted in a law enforcement setting.

### **Documentation of Interviews**

All interviews, whether conducted jointly or separately, are documented by each entity involved. Children Services will document its contact with the family by completing a risk assessment document. Law enforcement officers also complete reports of their findings. By signing this MOU, all parties agree to share copies of these written reports with each investigative entity upon request.

### **Alleged Child Victim (ACV) Interviews**

The interview with the ACV should always take into consideration the strengths and limitations of the child to be interviewed. Interviews should acquire a working knowledge of the child's chronological age, developmental age, level of functioning, language proficiency, and the ability to pair known information with verbal responses.

Corroborating evidence to the ACV's interview can strengthen the case and increase the possibility of criminal prosecution.

- **Photographs** of areas of visible trauma/neglect on an ACV should be taken unless it is unnecessary or detrimental to the ACV's well-being. Photographs must be noted with the child's name, identifying characteristics such as the child's face, who took the photograph, and the date/time the photograph was taken.
- A **medical examination** may be arranged:
  - With parent, guardian, or custodian consent;
  - Without parent, guardian, or custodian consent upon 1) request of the ACV; 2) request of a law enforcement officer or prosecuting attorney and with consent of the ACV; or 3) court order.
- A **radiological examination** may be arranged:

- With parent, guardian, or custodian consent;
- Without parent guardian, or custodian consent if determined by a physician to be medically indicated through examination or observation.
- **Psychological diagnosis or treatment** may be arranged:
  - With parent, guardian, or custodian consent;
  - Without parent, guardian, or custodian consent upon a court order.
- In neglect cases, **photographs of the condition of the home and/or children** should be taken if possible:
  - With parent, guardian, or custodian consent;
  - Without parent, guardian, or custodian consent upon request of law enforcement and/or court order.

#### **Interviews with Alleged Non-Offending Parent/Caregiver**

The interview with the non-offending parent is important in determining whether the non-offending parent is:

- Supporting or refuting the child's allegations;
- Able and willing to ensure the child's safety;
- Capable;
- Promoting the child to make or recant an allegation.

#### **Interviews with Alleged Offender**

The interview with the alleged offender will be conducted by both a law enforcement officer and a Children Services worker, when possible. Law enforcement is typically in charge of this interview due to their specialized training and legal connection to the court system. The purpose of the interview is to gather information regarding the alleged abuse, assess the alleged offender's risk to the child's safety, and persuade the offender to cooperate with a plan to ensure the safety of the child. At its conclusion, Children Services and the Prosecutor will be provided a verbal report of the results of the interview. A written report will be provided following the completion of the interview.

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### **ROLES AND RESPONSIBILITIES – MANDATED SUBSCRIBERS**

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#### **Children Services**

- Receive and respond to reports of child abuse or neglect from any source, 24 hours per day, 7 days per week.
- Investigate within 24 hours each report of known or suspected child abuse or neglect and of known or suspected threat of child abuse or neglect.
- Determine the circumstances surrounding the injuries, abuse, or neglect, or threat thereof, and the person(s) responsible.
- Provide protective and emergency supportive services on behalf of children about whom reports are made, in an effort to prevent further abuse or neglect, to enhance their welfare, and to preserve the family unit whenever possible.
- In cases where immediate court action is needed to ensure safety the caseworker is to contact a designated supervisor, then if deemed appropriate make a call to the Juvenile Court Judge to request an emergency order to remove the child(ren) from the unsafe situation.
- Conduct investigations in cooperation with appropriate law enforcement agencies. When criminal activity is suspected, joint interviews of children will be planned and conducted in order

to eliminate unnecessary interviews. Written investigative summary reports will be completed for each investigation and will be available for appropriate law enforcement agencies.

- Request legal custody of children when deemed necessary for their protection and provide appropriate placement.
- Submit information regarding each child abuse and neglect referral to the Ohio Central Registry, which the Ohio Department Job and Family Services maintains. Additionally, within 30 days of the receipt of each report, submit the disposition and case resolution.
- Submit a report of its investigation in writing to the law enforcement agency involved, if requested.
- Make any recommendation to the Prosecutor or Law Director that it considers necessary to protect any child brought to the agency's attention.
- Preserve the confidentiality of the source of child abuse/neglect reports and notify the Prosecutor or Law Director when there is an unauthorized dissemination of information.
- Notify the Prosecutor or Law Director when any mandated reporter of child abuse and neglect fails to report.
- Handle and coordinate investigations of cases of alleged withholding of appropriate nutrition, hydration, medication, or medically indicated treatment from disabled infants with life-threatening conditions, including maintaining current data regarding health care facilities and their contacts for such allegations.
- Handle and coordinate investigations or reports of alleged child abuse and neglect in out-of-home settings.
- Handle and coordinate third-party investigations of child abuse and neglect.
- Fully and actively participate, taking on responsibility for advocacy, community education, and systems education.
- In cases where it is deemed appropriate for a child to be seen at a Child Advocacy Center, PCJFS works with both the CAC at Nationwide Children's Hospital as well as the Child Advocacy Center located in Chillicothe, Ohio. In cases where a child may have been sexually abused within the last 48 hrs, protocol is that we send them right away to the ER at Nationwide Children's Hospital. If an incident happened prior to that time frame protocol is that a call is made to one of the 2 CAC's to set up an appointment for the child to be seen at the CAC.
- Provide Law Enforcement with requested information regarding any missing child
- In the event of a disaster, request the assistance of partnering counties as outlined in the regional disaster assistance MOU, including any available assistance with staff, office space, data access, and placement resources for children.

#### **Law Enforcement**

- Receive and accept complaints regarding child abuse or neglect from any source.
- Refer reports of suspected child abuse and neglect to Children Services upon receipt.
- Investigate cases of child abuse and neglect in cooperation with Children Services. When criminal activity is suspected, joint interviews of children will be planned and conducted. To further reduce the possibility of unnecessary interviews, written investigative reports or statements from collaterals and alleged perpetrators resulting from independently conducted interviews will be available to Children Services within two weeks of such interviews.
- Assume the lead role in interviewing alleged perpetrators in cases where criminal culpability is

suspected.

- Initiate criminal prosecution of the alleged perpetrator when appropriate.
- Testify in prosecuting cases of child abuse or neglect.
- Refrain from removing a child without consultation with Children Services unless, in the judgment of the officer, and if the report was made by a physician, the physician, immediate removal is considered essential to protect the child from further abuse or neglect.
- Handle and coordinate investigations involving the death of a child which may have resulted from child abuse or neglect.
- Assist Children Services workers in hazardous/dangerous situations.
- Assist Children Services workers where the provision of protective services or the investigation of child abuse or neglect is impeded.
- Determine criminal culpability and conduct criminal investigations when information may warrant prosecution.
- Receive and respond to reports of cases involving individuals who aid, abet, induce, cause, encourage, contribute to, or act in any way tending to cause a child or a ward of Juvenile Court to become delinquent, unruly, neglected, dependent, or a runaway. (Note: A runaway is a child who leaves the custody of any person, department, or public or private institution without the legal consent of that person, department, or institution.)
- Assist Children Services in investigating allegations of child abuse and neglect in out-of-home care settings and reports requiring third-party investigations.
- Collect evidence as indicated (photographs, etc.).
- Fully and actively participate as a member of the Child Abuse Investigation Team, taking on responsibility for advocacy, community education, and systems education.

#### **Prosecuting Attorney**

- Report suspected cases of child abuse and neglect to Children Services.
- Take legal action to protect children from further harm resulting from child abuse or neglect.
- Assist in filing emergency or non-emergency complaints with Juvenile Court and obtain the appropriate information in the possession of another individual or agency.
- Criminally prosecute perpetrators of child abuse.
- Assist in resolving cases of alleged withholding of appropriate nutrition, hydration, medication, or medically indicated treatment from disabled infants with life-threatening conditions.
- Be available to law enforcement and Children Services for questions or assistance in the investigation of child abuse and neglect cases where criminal activity is suspected.
- Put into practice interview guidelines and prosecution practices that minimize trauma to ACVs and eliminate unnecessary interviews of children who are the subject of reports.
- Assist in the preparation of witnesses and victims for court testimony.
- Provide Children Services with legal advice and interpretation when requested.
- Assist in the filing of appropriate complaints which pertain to cases involving individuals who aid, abet, induce, cause, encourage, or contribute to a child or a ward of Juvenile Court becoming dependent, neglected, unruly, delinquent, or a runaway.
- Fully and actively participate as a member of the Child Abuse Investigation Team, taking on responsibility for advocacy, community education, and systems education.

#### **Juvenile Court**

- Report suspected cases of child abuse and neglect to Children Services.
- Ensure adequate examinations and evidence collection via court order.
- When feasible, consult with Children Services so that physical examinations of alleged victims of child abuse and neglect can be coordinated to reduce the need for multiple examinations.
- Issue temporary emergency orders, pending hearing on a complaint.
- Order emergency medical and surgical treatment upon the certification of one or more reputable practicing physicians.

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## **CHILD PLACEMENT**

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If it is determined that a child has been or is at risk of being abused, neglected, or dependent, agency services are offered to the family. The agency will first attempt to keep the family together by coordinating services needed to strengthen the family. Services may include information and referral, counseling, parent education, case aide or homemaker services, and visits by a worker to assist with planned changes. Because separation from family has a traumatic impact on children, it occurs only when the child cannot be protected or have their basic needs met within the primary family. If the child cannot remain safely within their own home, the agency will utilize one of the following options:

- Work with the family to develop a temporary, safe living arrangement, usually with a relative, through safety planning;
- Ask the parents to sign a voluntary agreement that the agency will have temporary custody of the child;
- Contact Juvenile Court to ask for removal of the child from the home.

### **Emergency Removals**

Children Services will consider the emergency removal of a child from the home when all of the following conditions exist:

- The child is at imminent risk and in need of protection from abuse or neglect;
- The caretaker is unavailable, unable, or unwilling to provide protection from child abuse or neglect;
- Supportive services cannot provide adequate protection to the child if the child remains in the home; and
- The court has issued an emergency court order.

When an emergency removal has occurred, the worker shall provide the caretaker and the child, when age-appropriate, with the following information:

- The reason for removal;
- The name, agency address, and phone number of the assigned worker;
- The address, hours, and phone number of Juvenile Court to discuss the appointment of an attorney, if necessary;
- Where and when a hearing will be held to determine if there is a need for continued custody, placement, or other court orders; and
- A visitation plan, pending the completion of the case plan.

When an emergency removal has occurred by ex-parte court order, the agency will petition the court the next working day for an order authorizing the continued placement of the child.

**Non-Emergency Removals**

Children Services will remove a child from the home and provide temporary placement when:

- The parents sign an Agreement for Temporary Custody; or
- Juvenile Court has determined that the child is in need of protection and orders the child to the temporary custody of the agency. This may occur through the course of regular court activity or through the motion of Children Services.

**Assistance from Law Enforcement**




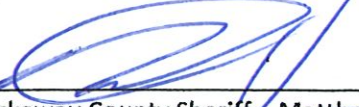


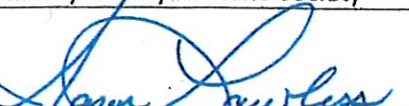

Children Services will request assistance from the appropriate law enforcement agency to facilitate a removal when any of the following conditions exist:


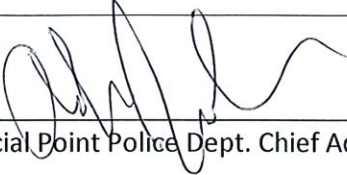
- The worker is denied entry into the residence or denied access to the child;
- The parent or child offers physical resistance to the removal;
- The personal safety of the child is in question; or
- The personal safety of the worker is jeopardized.



### AGREEMENT/SIGNATURES

Our agency is in agreement with the procedures and protocols in the Pickaway County Child Abuse and Neglect Memorandum of Understanding.

X  Pickaway County Department of Job and Family Services Director – Nicholas Tatman	<u>10-12-2023</u> Date
X  Pickaway County Prosecuting Attorney – Judy Wolford	<u>10-13-2023</u> Date
X  Pickaway County Juvenile Court Judge – Shelly Harsha	<u>10/13/23</u> Date
X  Pickaway County Sheriff – Matthew O. Hafey	<u>11/09/2023</u> Date
X  Circleville Police Department – Chief Shawn Baer	<u>11/09/23</u> Date
X  Pickaway County Humane Society -	<u>10/24/23</u> Date
X  New Holland Police Dept. Chief Jason Lawless	<u>11/09/23</u> Date
X  South Bloomfield Police Dept. Chief Ken McCoy	<u>10/25/23</u> Date

X  Ashville Police Dept. Chief Jeff George	<u>10-25-2023</u> Date
X  Commercial Point Police Dept. Chief Adam Jordan	<u>11-9-23</u> Date

Commissioners:  
Jay H. Wippel  
Harold R. Henson  
Gary K. Scherer

Administrator:  
April Metzger  
Clerk:  
Angela Karr



*Pickaway County*  
**Board of County Commissioners**  
139 West Franklin Street  
Circleville, Ohio 43113  
Telephone: 740-474-6093 FAX: 740-474-8988  
1-800-472-6093  
www.pickaway.org

The Pickaway County Board of Commissioners met in Regular Session in their office located at 139 West Franklin Street, Circleville, Ohio, on Tuesday, November 21, 2023, with the following members present: Mr. Jay H. Wippel, Mr. Harold R. Henson and Mr. Gary K. Scherer. April Metzger, County Administrator, was also in attendance.

During business conducted while in session, Commissioner Harold Henson offered the motion, seconded by Commissioner Gary Scherer, to adopt the following Resolution:

**Resolution No.: PC-112123-136**

**Pickaway County Child Abuse and Neglect Memorandum of Understanding**

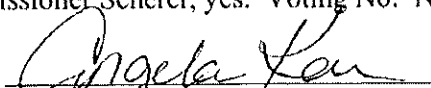
**WHEREAS**, pursuant to Ohio Revised Code 5108.07, the Board of County Commissioners is required to certify that the Pickaway County Department of Job and Family Services complied with Chapter 5108.07 of the Ohio Revised Code in developing a Child Abuse and Neglect Memorandum of Understanding, to be employed by all concerned officials in the execution of their respective responsibilities when conducting a child abuse or neglect assessment/investigation.

**WHEREAS** the Board is satisfied that the Pickaway County Department of Job and Family Services has complied with said chapter then,

**THEREFORE, BE IT RESOLVED** that the Board of County Commissioners certifies that the Pickaway County Department of Job and Family Services has complied with Chapter 5108.07 of the Ohio Revised Code in adopting the Pickaway County Child Abuse and Neglect Memorandum of Understanding.

Voting on the motion was as follows: Commissioner Wippel, yes; Commissioner Henson, yes; Commissioner Scherer, yes. Voting No: None. Motion carried.

Attest:

  
Angela Karr, Clerk

In the Matter of  
Resolution approved for Job and Family Services  
Child Abuse and Neglect Memorandum of Understanding: