

BUTLER COUNTY CHILDREN SERVICES

POLICY NO.: 4.12	SUBJECT: MEDICAL RECORDS FOR CHILDREN IN CUSTODY
OAC: 5101:2-42-66.1, 2-42-66.2, 2-38-08	EFFECTIVE DATE: 1/29/02
	REVISION DATE: 4/08
	REVIEW DATE: 9/28/04, 11/14/05, 1/23/07, 4/08, 9/09

PURPOSE: To ensure that BCCSB collects and maintains records of physical health and treatment of all children in custody.

POLICY:

4.12 The agency shall follow 5101:2-42-66.1 of the Ohio Administrative Code regarding required health care for children in placement. Health information about a child, who is in the temporary or permanent custody of the Butler County Children Services Board, will be entered into SACWIS. The case record will contain a record of physical health examinations, developmental and psychological assessments, and treatments for each child in the care or custody of the agency.

1. A record of a child's health care will contain, but not be limited to, the following when applicable:
 - A listing of a child's most recent and current medical, mental health, dental, and other health care providers including EPSDT/HEALTHCHEK providers;
 - A record of immunizations and dates of immunizations;
 - A record of a child's illnesses, hospitalizations, surgeries, impairments, injuries and other significant medical problems and dates for each event;
 - A record of physical health examinations and treatments;
 - A record of dental examinations and treatments;
 - A record of vision examinations and treatments;
 - A record of speech and hearing assessments and therapy/treatments;
 - A record of developmental assessments and therapy/treatments;
 - A record of mental health assessments and therapy/treatments;
 - A record of drug screens, assessments, and therapy/treatments;
 - A record of the child's sexual development history including any family planning methods;
 - A record of sexual abuse if existing;
 - A record of the child's prescription and nonprescription medications and any allergies to medications;
 - A record of the child's food allergies and any other allergies;

- The child's cultural background as it may relate to nutrition, health care practices, and other relevant information;
 - The health history of the biological parents and extended family;
 - Any other pertinent health information necessary to assure that those persons, who are providing care for the child, have adequate information to provide such care.
2. For children with an open agency case who are not in agency custody, workers shall request the custodian sign a release to permit the agency to obtain the child's medical records if medical neglect is suspected to be an issue for the family.
 3. The agency will maintain a record of a child's health care as a distinct part of the case record.
 4. The Education and Health Information form will also contain current medical information (ODJFS 1443).
 5. The worker is responsible for entering the health information in the child's person record. The worker must generate the med/ed form as needed (ODJFS 1443).

Approval Date:

10/28/2009



Jeff Centers, Executive Director