

JACKSON COUNTY
FAMILY AND CHILDREN FIRST COUNCIL
SERVICE COORDINATION MECHANISM



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1. OVERVIEW AND PURPOSE

The purpose of the Jackson County Family and Children First Service Coordination Mechanism (herein referred to as the SCM) is to apply the knowledge and experience of families and professionals toward the development of a family-centered and cost-effective plan of action for families and children. Information is shared and coordinated between agencies while protecting and assuring the confidentiality of the child and family. Service Coordination is available for children ages 0 to 22 with multi-systemic needs.

COMMITMENT TO CHILD WELL-BEING

Ohio's Commitments to Child Well-Being are:

- Expectant parents and newborns thrive
- Infants and toddlers thrive
- Children are ready for school
- Children and youth succeed in school
- Youth choose healthy behaviors
- Youth successfully transition into adulthood

Jackson County Family and Children First will support Ohio's vision to the Commitment to Child Well-Being by making services available to families and children of Jackson County. Through the enactment of House Bill 66 the Service Coordination Mechanism shall serve as the guiding document for the coordination of services in Jackson County.

SERVICE COORDINATION MECHANISM DEVELOPMENT

Jackson County Family and Children First Council had representatives from all agencies involved in the planning and development of the Service Coordination Mechanism. The following agencies played an integral role in the development of this mechanism.

1. GJMBADAMHS
2. Jackson County Health Department
3. Jobs and Family Services/Children's Services
4. MR/DD
5. Help Me Grow
6. Parent Representatives
7. Juvenile Court
8. Family and Children First Coordinator
9. Woodland Centers
10. FACTS/ New Alternatives
11. School Districts within the County
12. TASC of Southeast Ohio
13. Jackson-Vinton Community Action
14. Integrated Services
15. LAUNCH

Jackson County Family and Children First Council Service Coordination Mechanism will be reviewed on an annual basis to ensure that all Families and Children are being served in the most effective manner.

UNDERLYING VALUES

Values outlined by the Ohio Family and Children First continue to positively influence Ohio's public policy regarding families and their children. These same values, outlined below, have also guided the Jackson County Family and Children First Council in our commitment to providing Jackson County families better access to services and effective service coordination:

- *Children have the right to live with their own family.*
- *Children have the right to be nurtured and protected in a stable family environment.*
- *When children are at risk of harm, the community has the responsibility to intervene.*
- *Families are our community's most important resource and must be respected, valued, and encouraged to build upon their strengths.*
- *The racial, cultural and ethnic heritage of children and the neighborhoods where they live are respected and supported as strengths. Ethnic and racial child-rearing practices are valued.*
- *Families have the right and responsibility to participate in identifying their concerns, priorities, and needed resources.*
- *Families have a right to individualized service provision that addresses the multiple needs of their children.*

With these values in mind, the purpose of revising our service coordination is to transform state and local service delivery systems from child-centered systems to family integrated systems that support children by preserving families through supportive inter-agency, home and community interventions.

ACCESS TO COUNTY SERVICE COORDINATION PROCESS

As stated earlier, service coordination seeks to improve the familial and social health of Jackson County children and families with multiple needs. Service coordination is the process of applying the knowledge and experience of families and professionals to develop a family-centered and cost-effective plan of action for families and children. The goal of Service Coordination is to:

1. Deliver services using a family-centered approach;
2. Deliver services that are responsive to the cultural, racial and ethnic differences of Jackson County;
3. Evaluate and track the impact of coordinated services and facilitate a working document that allows flexible management of these services so as to increase positive outcomes;

4. Fully utilize and integrate all available resources;
5. Fully utilize and integrate wraparound services and available community supports;
6. Provide specialized treatment for difficult-to-serve populations and, when possible, use evidence-based treatment options.
7. Eliminate or reduce duplication of services between agencies;
8. Fully engage families in the decision-making process.

DESIGNATION OF SERVICE RESPONSIBILITIES

Responsibility for services is identified in the Service Coordination Mechanism. Services are provided for the duration of a comprehensive family service coordination plan to the extent funding is available. All available funding sources may be used to pay for services.

1. ***Intersystem Coordinator.*** The coordinator is key to guiding a child and family during service coordination. The coordinator can also consider Council objectives for families and children. The Coordinator is responsible for reporting requirements assigned by law or otherwise assigned as a condition of service coordination. The Coordinator will also facilitate the dispute resolution process.
2. ***Family Team Leader.*** The Family Team Leader will facilitate and coordinate services within a Family Team. The Family Team Leader will collect necessary information from service providers and be responsible for submitting reports to the Coordinator.
3. ***Family Teams.*** The Family Teams will act as service facilitators that will act in the best interests of the child and family to create a quality and comprehensive family service coordination plan. Family Teams will submit required reports to the Family Team Leader.
4. ***Service Provider.*** The service provider supplies any information the Family Team Leader might need to coordinate services and submit required reports.
5. ***Executive Committee.*** The Executive Committee will participate in the dispute resolution process when required. The scope of their involvement is defined in the dispute resolution process section of this Service Coordination Mechanism.

The following pages outline the process of service coordination, how to access it, and what families and agencies should expect to experience during the process.

INFORMATION- This part of the process allows a family to gather information about the available resources and services in the county. Families can access information from the Jackson County FCFC Coordinator or any FCFC Council Member. Upon request, families will be provided with a directory of services that details available services and provides the contact information for those services. In addition, families will be provided

with a brochure that explains what service coordination is, who service coordination is for, and how service coordination can be accessed. This brochure includes an abbreviated overview of “Service Coordination- a Guide for Families” that is posted on the Ohio Family and Children First Council web page (www.fcf.ohio.gov). A complete copy of the guide can be provided at the request of a family. **See Attachment A.**

REFERRAL - The referral process may be initiated by any agency, the juvenile court, or any family voluntarily seeking services. Referrals will be directed to the Jackson County FCFC Coordinator. Families can make referrals by phone, mail, through an agency, or by person-to-person contact with the FCFC Coordinator. Agencies will fill-out a referral form and submit it to the FCFC Coordinator by fax or email. The referral form will include but is not limited to referral receipt date, referral source contact information, contact information for referred family/child, description of the issue, a response/outcome of the referral, and timeline for each referral process step. **See Attachment B.**

Once a referral is made, the family will be contacted within 24 hours or no later than the next business day by the FCFC Coordinator. The individual or agency will be notified of the outcome of the referral by; phone, mail, e-mail. At that time, the FCFC Coordinator will conduct an assessment that will determine the strengths and needs of the family. The coordinator will take all reasonable steps to contact referred families and complete the initial assessment. The FCFC Coordinator will document all attempts made to complete a referral. It is important to note, if the coordinator is unable to confirm contact with a family, a home visit may become necessary. The FCFC Coordinator will dismiss a referral after 20 days if contact is unable to be made with a family. The family will be notified of the dismissal in writing. Referrals can be mailed to: Intersystem Coordinator 200 E. Main Street. Jackson, Ohio 45640.

SERVICE IMPLEMENTATION – In order for services coordination to be implemented, an assessment must be conducted and a family service coordination team will or will not be established based on the assessment. Family teams will be comprised of all relevant agencies and individuals who will be providing services and supports to the child and family. These family teams will act as service facilitators that will act in the best interests of the child and family to create a quality and comprehensive family service coordination plan.

After the family completes the initial assessment, the FCFC Coordinator will create the initial family team. Who makes up the initial family team will be based on the information produced by the assessment. After the initial family team is established, the family and the FCFC Coordinator will coordinate an appropriate date for the first team meeting. This first meeting will take place within five (5) business days of completing the assessment. Transportation issues will be addressed at this time and a meeting place and time will be established that is most convenient for the family.

At this time, the FCFC Coordinator will contact those agencies and individuals who have been identified as appropriate family team members. All family team members will be notified of the time and place of the first scheduled meeting via phone, mail and e-mail.

Families and their family coach, mentor or advocate will be notified via phone and/or mail. (this information will be recorded on the Family Team Worksheet; attachment C)

At a minimum, the family team should include the following: The family, a family coach, mentor or advocate, a representative from their home school and/or school of instruction (if child is of school age), and representatives from agencies that have had previous involvement with the family. After the initial meeting it may be determined that other agencies should be added to better serve the needs of the family and child.

Once the initial meeting has taken place, transportation, time, and location will be addressed to best suit the needs of the family through the service coordination mechanism.

Other important information regarding initiating family teams and requirements of family team meetings include:

1. At any time a family may initiate a Family Service Coordination Plan meeting.
2. There will be a Family Service Coordination Plan meeting before any non-emergency out of home placement. This must take place within five (5) days.
3. A Family Service Coordination Plan will take place within ten (10) days of an emergency placement.
4. Family needs and requests will be considered when scheduling the time and location of all meetings
5. Each family will be notified of FCFC privacy and confidentiality statements. Families will be asked to sign release of information forms so team members can share information.

INITIAL FAMILY TEAM MEETING –Attachment C

This process should happen within five (5) business days of completing the initial assessment.

All family team members will be notified via phone, mail and e-mail. The family will be notified by phone and/or mail. However, if contact cannot be facilitated in this manner a home visit may be required.

During the first family team meeting the FCFC Coordinator will be in attendance, in order to introduce the family to the service coordination process. This introduction will include the purpose of service coordination, an overview of how service coordination works, the family's right to privacy and confidentiality, a definition for family-centered approach, an introduction of all family team members in attendance, and an overview of the dispute resolution process. Each family will be informed of their right to dispute the service coordination process and outcomes decided upon in the family teams. Families will be given a written guide to the dispute resolution process.

Once the process is explained family team members will actively engage the family in an informal discussion focusing on the individual strengths and needs of the family, and briefly discuss why service coordination was initiated. At this time, it may be determined that other agencies should become part of the family team to better address the strengths and needs of a family as well as indentifying crisis and safety concerns and developing a crisis/safety plan. (Attachment C)

The service provider that has the most involvement with the family will become the lead agency. If several agencies have similar involvement, the family team will vote on the lead agency. The family has the opportunity to dispute the appointment and appoint the team member they feel would be most appropriate, or the family may appoint themselves as lead.

The lead agency will be involved in all facets of the family service coordination plan and are not limited to, but responsible for:

1. Facilitating the family teams
2. Contacting family team members with regard to meeting places and times.
3. Will provide monthly reports to the FCFC Coordinator
4. Will collect paperwork when other family team members cannot attend
5. Attending the quarterly Intersystem Collaborative.

A privacy and confidentiality statement will be distributed at the initial meeting and all members are required to read and sign it. As additional members are invited to these meetings, they to will be asked to sign the statement as well. Families will also be asked to sign release of information forms so team members can share information.

Once a family has been introduced to the service coordination process, identified strengths and needs, decided upon a lead agency, and has been informed of the confidentiality process and dispute resolution process, the family team will discuss what data should be collected before the next team meeting. While we recognize that it will not always be possible to produce all of the relevant data by the next meeting, team members will make all reasonable efforts to produce the data requested by the family team. Relevant data can include, but is not limited to psychological evaluation, drug dependency assessments, Individual Education Plans, and other psycho-social information.

At the end of the initial family team meeting, the family team will decide on a meeting location for the next family team meeting. The second family team meeting will occur within 10 business days, excluding holidays and school snow days. If the family has a transportation issue and is not able to attend family team meetings due to these issues, the family team will discuss and provide a viable solution to the family's transportation issues.

*Any change in meeting times must take place at least three (3) days prior to the scheduled meeting. The lead agency is responsible for notifying all family team members of the meeting time change.

******At any time a family or agency may initiate a Family Service Coordination Plan meeting. Once the family teams have been established, however, the family should contact the lead agency in order to set up the meeting location, time and place.

SECOND FAMILY TEAM MEETING- Attachment C

This process will happen within ten (10) business days (excluding holidays and school snow days) of the initial family team meeting.

All family team members will be notified via phone, mail and e-mail. The family will be notified by phone and/or mail. However, if contact cannot be facilitated in this manner a home visit may be required.

By the second meeting the family team shall be well established. The family and team members will share data and verbal information. The family will be encouraged by all team members to further explore family and community strengths. If the family team believes that there is sufficient data to begin formulating a Family Service Coordination Plan, the family team is encouraged to do so.

Once the Family Service Coordination Plan has been initiated, the family team will collectively decide on a time, date, and location for the next meeting. Again, transportation issues will be addressed at this time.

THIRD FAMILY TEAM MEETING- Attachment C

This meeting will take place once a time, date, and location is decided upon by the family and the family team.

This meeting will facilitate more detail into the Family Service Coordination Plan and establish more accurate timelines for meeting the goals previously outlined. In addition, the Family Service Coordination Plan will identify and describe family strengths, and how these strengths can be engaged for the purpose of meeting the service coordination plan goals.

6. Once written, all family team members will sign off on the Family Service Coordination Plan. Family team members will recognize that the Family Service Coordination Plan is a working document that can and will be updated and altered on a regular basis in order to best suit the needs of the family. Meetings will be scheduled on an as-needed basis, once the Family Service Coordination Plan is in place. Family teams will meet quarterly with the Intersystem Collaborative Team to review the Family Service Coordination Plan. The lead agency will provide monthly reports to the FCFC Coordinator.

REMOVAL FROM HOME-Attachment C

The family team may recommend removal from the home to Job and Family Services through their already established referral process, once all other resources have been exhausted. Removal from the home may include hospitalization, residential treatment. It is important to note that Children's Services and Juvenile Court may remove a youth from their home at any time without consulting the family team.

For those children who are removed from the home, it may be appropriate for the family team to continue meeting at least on a quarterly basis in order to prepare the family and child for reunification, and make the necessary changes to the Family Service Coordination Plan. Family Service Coordination Plans will include a plan for children transitioning back into their home and the community when necessary these cases will be presented at quarterly Intersystem Collaborative Team meetings in order to track the progress. A family team representative will participate in all reviews conducted by a youth's placement and report findings to the family team. Family team reviews will be scheduled as necessary to update the team of the youth's progress.

METHOD TO DIVERT A CHILD FROM THE JUVENILE COURT SYSTEM

The Jackson County Juvenile Court focuses its diversion efforts with unruly cases in two ways. In the first, the juvenile court collaborates with Jackson County Schools to divert unruly cases involving truancy from school. In the second, the juvenile court utilizes the service coordination mechanism. The Jackson County Juvenile Court diversion programs are as follows:

TRUANCY

1. School personnel/administrators identify students who are at-risk for a truancy charge (identification is based on the truancy definition requirements outlined in section 3321.04 of the Ohio Revised Code).
2. Once identified, school personnel send updated copies of the child's attendance records to the probation staff assigned to their school district.
3. The probation officer reviews the absentee report and, if appropriate, sets up a truancy diversion meeting with school personnel, the child, and the parent/guardian.
4. The probation officer reviews the absence report with the parent/guardian and school personnel and notifies the parent/guardian and child of possible consequences that could be delivered by the Court, should the child continue to miss school.
5. The parent/guardian, child, school personnel, and probation officer sign an attendance contract which states that the review took place and that all parties understand that further absences may require a Court appearance.

UNRULY

Upon the filing of an unruly complaint the court will notify, if deemed appropriate, the child, parents/guardian/custodian that a complaint has been filed and that the case is being considered for the diversion program. Unruly complaints that do not meet the requirements set forth under Ohio law shall be dismissed by the court upon its own motives.

After the complaint has been served the court will conduct a meeting with the child, complaining or interested party, and the parents/guardian/custodian, as determined by the court, in order determine the appropriate methods to divert the child from the juvenile court system. The diversion program shall emphasize the personal responsibilities of the child and parent/guardian/custodian.

After the meeting with the child, parent/guardian/custodian, and complaining or interested party, the case shall be removed from the regular docket if it has been accepted for the diversion program.

The diversion program shall include, but is not limited to the following:

- (1) Short term respite for the parents as arranged by the county FCFC
- (2) Provision of mentoring services for the child as provided by the county FCFC
- (3) Provision of parent education as provided by the county FCFC
- (4) An alternative school program provided by the child's school district
- (5) Other appropriate measures including referral to FCFC for service coordination

The terms of diversion program for each child shall be set forth in an agreement signed by the child, the parent/guardian/custodian, and complaining party*. The case shall be dismissed without prejudice 60 days from the date of the meeting within said 60 day period the court shall receive notice from the FCFC coordinator that services set forth in the agreement are being provided.

*For any unruly complaint filed by a school district, an administrator from the child's school shall attend the meeting to determine the appropriate method to divert the child from the juvenile court system. Administration, for the purpose of this program shall include the principal, the vice principal, or a guidance counselor from the child's school. The administrator who attends this meeting should be prepared to discuss, in detail, the child's attendance, academic performance, IEP, the specific issue that caused the complaint to be filed, and what internal measures the school has already utilized to resolve the child's problems.

CONFIDENTIALITY AND ACCESS TO RECORDS – Attachments D, E, F

I. POLICY

Records that are generated or held by the Jackson County Family and Children First Council will be safeguarded and managed in accordance with Ohio Law. Records that are regarded as open to public inspection will be disclosed in accordance with the law.

II. DEFINITIONS

Confidential Information: Information, which is subject to specific limitations on disclosure. Such information must be specifically labeled, handled, and stored in such a way as to guard against accidental disclosure.

Disclosure: To communicate, transmit, or in anyway convey any information to any individual or organization in written, verbal or other form.

III. PROCEDURES

- A. Confidential Records: The individually identifying case records of clients in the possession of the Family and Children First Council are considered privileged records and are held confidential. Such records must be specifically labeled confidential, handled, and stored in such a way as to guard against accidental disclosure.
- B. Open Records: The Ohio Revised Code sec 149.43- 149.44 states that all records that records, which are not identified as confidential, must be open for inspection by and released to the public. Examples of open records include general administrative records such as correspondence files, financial or statistical reports, program plans, meeting notes, and so forth. Any information which personally identifies clients, sensitive personal information about employees or other persons officially associated with the Family and Children First Council or other records which are protected as confidential by federal or state law or regulation are specifically exempted from public access.
- C. Access to Open Records: All Family and Children First Council records, which are not identified as confidential, must be open for inspection by and released to the public.
 1. You are entitled to inspect public records promptly and to receive copies of public records within a reasonable period of time.

2. You may inspect or receive copies of public records at all reasonable times during regular business hours.
 3. Except in limited circumstances, a public office may charge you no more than the actual cost to duplicate the public records you have requested.
 4. Although it may benefit you to make a request for public records in writing, a public office cannot deny you access to public records because you refuse to do so.
 5. You have the right to choose whether you want to receive copies on paper, in the same form as the public office keeps them, or in a different form that the public office can duplicate in its normal operations.
 6. You must make your request specific and you must identify the particular records you want. A request for all records about a particular topic, for instance, may be legally improper.
- D. Storage of Records: All records and identifying data will be stored in a manner that is in compliance with both state and federal standards for storing data.

LEAST RESTRICTIVE ENVIRONMENT – Attachment G

Family involvement in choosing appropriate services and providers and in the planning, implementation, and evaluation of services on behalf of the family must be respected. It is critical to the outcome of service coordination that special attention is given to the issues related to racial/ethnic/cultural identity and to gender. System development should also promote early intervention, preventing unnecessary out-of-home placement and keeping children and communities safe while supporting families whenever possible. Services and supports should meet the needs of children and their families in the least restrictive environment possible and as close to their own home environment as possible.

DISPUTE RESOLUTION PROCESS

A. Disputes between a Child’s Parents/Custodians and the County Council- Attachment H

Purpose: The local dispute resolution process shall be used to resolve disputes between a child’s parents or custodians and the county council regarding service coordination. A parent or custodian who disagrees with a decision rendered by a county council regarding services for a child may initiate the dispute resolution process established in the county’s Service Coordination Mechanism. In addition, children and families eligible for Help Me Grow, but not eligible for Part C Early Intervention services, may file a complaint through the county council’s dispute resolution process.

Parents or custodians shall use existing local agency grievance procedures to address disputes not involving service coordination. The dispute resolution process is in addition to and does not replace other rights or procedures that parents or custodians may have under other sections of the Ohio Revised Code.

The following steps outline this component of the dispute resolution process:

1. The council coordinator is designated as the liaison for the receipt of complaints regarding service coordination. (See Attachment A)
2. Parents or custodians shall be informed of their right to use the dispute resolution process.
 - a. Those parents or custodians who are denied access to the service coordination process at the point of referral will be informed of their right to use the dispute resolution process and will be provided a written copy of the council's dispute resolution process.
 - b. During service implementation, parents or custodians will be informed of their right to use the dispute resolution process and will be provided a written copy of the council's dispute resolution process.
 - c. Any member of the Family team or any member of council who receives a complaint from a parent or custodian regarding service coordination will inform the complainant of their right to use the council's dispute resolution process and provide the complainant with the contact information for filing a complaint. (See Attachment A)
 - d. The council coordinator will provide a copy of the dispute resolution process to the parent or custodian filing a complaint.
3. The council coordinator will notify the council chair and administrative agent of the complaint within seven calendar days.
4. Each agency represented on a county council that is providing services or funding for services that are subject to the dispute resolution process initiated by a parent or custodian must continue to provide those services and the funding for those services during the dispute resolution process.
5. The council Executive Committee will assign one or more individuals to investigate the complaint. The assigned individuals will not have a direct interest in the matter.
6. The investigation of the complaint will include at least the following:
 - a. Conduction an on-site investigation as determined necessary;
 - b. Interviewing the parent or custodian and giving the parent or custodian the opportunity to submit additional information, either orally or in writing;
 - c. Interviewing relevant providers and giving providers an opportunity to submit additional information, either orally or in writing; and
 - d. Reviewing all relevant information and making a decision.

7. The Council Executive Committee will issue a written decision to the parent or custodian within sixty (60) days from receipt of the complaint. Situations determined to be an emergency by the Executive Committee, will be addressed within 30 calendar days. The written decisions will address each allegation and include findings of facts and conclusions and the reasons for the council's decision.
8. When the provision of service or funding cannot be resolved through the designated dispute resolution process, the final arbitrator will be the presiding juvenile court judge. The council coordinator will assist the parent or custodian in filing the case with the juvenile court. The council coordinator will assist the family in providing assessment and treatment information for the court.

B. Dispute Resolution Related to Part C Early Intervention Services – Attachment I

Purpose: Ohio Department of Health (ODH), as the lead agency, shall establish procedural safeguards that are consistent with Part C regulations. ODH, in partnership with the state and county Family and Children First Councils, is responsible for assuring effective implementation of these procedural safeguards by each state or local agency or a private agency in the state that is involved in the provision of Part C services. Each county council shall develop and maintain a resolution process for complaints, which shall be consistent with Part C.

The following steps outline this component of the dispute resolution process:

1. An individual or an organization may file a complaint with the county council regarding the provision of early intervention services within the county. The council coordinator is designated as the council's liaison for the receipt of complaints.
2. The council coordinator will notify ODH (Bureau of Early Intervention Services) of the complaint in writing (via email or U.S. mail or fax) within seven calendar days of the receipt of the complaint.
3. The council coordinator will provide a copy of the procedural safeguards to the individual registering the complaint
4. The council coordinator will explain the options available for dispute resolution, which include:
 - Filing a complaint with the county council;
 - Filing a complaint with ODH;

- Requesting mediation;
 - Requesting an administrative hearing with ODH;
 - Filing a complaint with the provider of Part C services, if the provider has a resolution process for complaints. *
5. Unless the state or other agencies and parents of a child otherwise agree, the child and family must continue to receive appropriate Part C services currently being provided, during the resolution of disputes arising under Part C. If the complaint involves the initiation of one or more services under this part, the child and family must receive those services that are not in dispute.
 6. The council Executive Committee will assign one or more individuals to investigate the complaint. The assigned individuals will not have a direct interest in the matter.
 7. The investigation of the complaint will include at least the following:
 - Conducting an on-site investigation as determined necessary;
 - Interviewing the complainant and giving the complainant the opportunity to submit additional information, either orally or in writing;
 - Interviewing relevant providers and giving providers an opportunity to submit additional information, either orally or in writing; and
 - Reviewing all relevant information and making a decision.
 8. The council Executive Committee will issue a written decision to the complainant within thirty (30) calendar days from the receipt of the complaint. The written decision must address each allegation and include findings of facts and conclusions and the reasons for the council's decision. A copy of the decision will also be provided to ODH. **
 9. The council executive committee will ensure that corrective actions are implemented within 45 days or sooner of the written final decision if there was a violation.

* If the provider has a resolution process for complaints, the provider of Part C services must notify ODH and the county council of the complaint in writing (via email or U.S. mail or fax) within 7 calendar days of receipt of the complaint. The provider of part C services must

issue a written decision to the complainant, the county council, and ODH within thirty (30) calendar days from the receipt of the complaint.

** If ODH receives notice that a complaint regarding Part C services were filed with the county council or a provider. ODH will monitor the resolution process to assure that the complaint is resolved by the county council or provider within thirty (30) calendar days. If the complaint is not resolved within thirty calendar days, ODH will notify the complainant, the county council and the provider, if applicable, that complainant may select one of the following:

1. To have ODH investigate the complaint in accordance with Rule 3701-8-08 (C) (4). If this option is selected, ODH shall assure the complaint is investigated and resolved within sixty (60) calendar days from the date the county council or provider received the complaint; and
2. To mediate and/or go to an administrative hearing in accordance with Rule 3701-8-08 (C) (3). ODH shall assure that if the complainant selects mediation and/or administrative hearing, the hearing is completed within thirty days from receipt of the request for mediation and/or administrative hearing.

C. Agency Disputes with County Council Decisions –Attachment J

Purpose: An agency represented on the county council that disagrees with the council's decision concerning the services of funding for services a child is to receive from agencies represented on the council may initiate the local dispute resolution process established in the county Service Coordination Mechanism applicable to the council.

The following steps outline this component of the dispute resolution process:

1. The agency will notify the council coordinator (See Attachment A), in writing explaining their disagreement with the decision.
2. The council coordinator will notify the executive committee within 7 days of receiving the letter of disagreement.
3. The agency representative will be invited to explain the agencies reason for disagreeing at a meeting of the executive committee. The meeting will be scheduled no later then 14 days after the coordinator received the letter of disagreement.

4. If the disagreement cannot be resolved at the executive committee meeting, the dispute will be referred to a mutually agreed upon professional mediator within 14 days. The mediation will be provided through funding reserved for service coordination.
5. The mediation process shall take no longer than 45 days.
6. On completion of the process, the mediator shall issue a written determination that directs one or more agencies represented on the council to provide services or funding for services to the child.
7. The determination shall include a plan of care governing the manner in which the services or funding are to be provided. The decision maker shall base the plan of care on the family service coordination plan developed as part of the county's service coordination mechanism and on evidence presented during local dispute resolution process. The decision maker may require an agency to provide services or funding only if the child's condition or needs qualify the child for services under the laws governing the agency.
8. An agency subject to a determination pursuant to a local dispute resolution process shall immediately comply with the determination, unless the agency objects to the determination by doing one of the following not later than seven days after the date the written determination is issued:
 - a. If the child has been alleged or adjudicated to be an abused, neglected, dependent, unruly, or delinquent child or a juvenile traffic offender, filing in the juvenile court of the county having jurisdiction over the child's case a motion requesting that the court hold a hearing to determine which agencies are to provide services or funding for services to the child.
 - b. If the child is not a child described above, filing in the juvenile court of the county served by the county council a complaint objecting to the determination.
9. The court shall hold a hearing as soon as possible, not later than ninety days after the motion or complaint is filed. At least five days before the date on which the court hearing is to be held, the court shall send each agency subject to the determination written notice by first class mail of the date,

time, place, and purpose of the court hearing. In the case of a motion filed under division (B)(1) of this section (4a noted above) the court may conduct the hearing as part of the adjudicatory or dispositional hearing concerning the child, if appropriate, and shall provide notice as required for those hearings.

10. Except in cases in which the hearing is conducted as part of the adjudicatory or dispositional hearing, a hearing held pursuant to this division shall be limited to a determination of which agencies are to provide services or funding for services to the child. At the conclusion of the hearing, the court shall issue an order directing one or more agencies represented on the county council to provide services or funding for services to the child. The order shall include a plan of care governing the manner in which the services or funding are to be provided. The court shall base the plan of care on the family service coordination plan developed as part of the county's service coordination plan and on evidence presented during the hearing. An agency required by the order to provide services or funding shall be a party to any juvenile court proceeding concerning the child. The court may require an agency to provide service or funding for a child only if the child's condition or needs qualify the child for services under the laws governing the agency.
11. While the local dispute resolution process or court proceeding pursuant to this section is pending, each agency shall provide services and funding as required by the decision made by the county council before dispute resolution was initiated. If an agency that provides services or funds during the local dispute resolution process or court proceedings is determined through the process of proceedings not to be responsible for providing them, it shall be reimbursed for the costs of providing the services or funding by the agencies determined to be responsible for providing them.

OUTCOME MONITORING/TRACKING- Attachment K

The Council and its members intend to provide services that help families and children achieve their goals while complying with statutory requirements. The Council plans to monitor the progress and track outcomes of service coordination and comprehensive family plan by following evidence based methods in order to assure informed decision

making, continued process, and identification of service gaps. Outcome monitoring and tracking and data collection will become part of the quarterly quality assurance audits.

SERVICE PLANNING FOR COMPREHENSIVE FAMILY SERVICE COORDINATION PLANS – Attachment L

The Council in concert with each individual family will develop and maintain a comprehensive family service coordination plan. The plan will identify and organize providers, services and responsibilities. Services may be provided by public and private agencies and informal supports such as neighborhood associations, neighbors, other families and churches. Families have an active role in writing the individual family service coordination plan and share a responsibility for carrying out the plan.

The individual family service coordination plan **must** include:

- Which agencies are responsible for giving your child and family the service that is needed? The agencies can be state, county and local, public and private agencies and informal supports.
- Who will coordinate services? Families will approve the person who will coordinate services. This person will make sure that the individual service coordination plan gets started and the family continues to get the planned services.
- Assurance that every child gets the service that he or she needs. The individual service coordination plan must also make sure that all services support individual family strengths.
- Families and children will be given the opportunity share opinions, ideas and suggestions about how to make services respect families culture, race, and ethnic group.
- Services will be delivered in the least restrictive environment. A least restrictive environment is when a child receives services in the most helpful setting while being with other children.
- A timeline must be established for when an individual service coordination plan starts and finishes. The team must follow this schedule. The plan must state when the family and agencies will meet and talk about if the plan is working or needs to be changed.
- The plan must include arrangements on how to deal with an emergency situation or a short term crisis situation.

If a child is alleged to be an unruly child, a process to try to keep the child out of the juvenile justice system. This process **may** identify these or other measures:

- A process or agency that will assess a child and family's strengths and needs, and which questions or tests will be used to do the assessment.
- Responsibility of children and families, which may include responsibility to help pay for services.
- Involvement of local law enforcement agencies.

- Holding a complaint ready to file with the juvenile court, as a way to encourage the child and family to comply with measures to keep the child out of juvenile court.
- Meetings with child, family and other people to find other ways to keep child out of juvenile court.
- Short term respite from a short term crisis that involves confrontation between child and family.
- A mentor program for child and family
- A parenting education program

Each individual family service coordination plan is different because each child and family is different.

FUNDING/FISCAL ISSUES

Council Members will continue to cooperate together on joint funding for Council activities as well as assisting in locating and advocating for outside funding sources. There will be shared fiscal responsibility to support the activities of the Council. New funding sources including those established through the ABC Initiative will be coordinated and approved by the Council.

PUBLIC AWARENESS/ TARGETED MARKETING

The Council will participate in various community outreach programs in order to reach a broad client base. The Council produces an information brochure that is circulated throughout the county. The brochures are distributed to agency personnel to give to families and display in waiting rooms. Brochures are also displayed in public places such as libraries, etc. In addition, Council publishes information in the local newspapers and airs public service announcements on the radio. A multi-disciplinary Wraparound Training Team provides wraparound training, including, but not limited to the service coordination process, annually in the county. Additional skills trainings are also offered including “working lunch” trainings and full-day trainings as needed each year.

The Council will put forth best efforts to reach specific demographics that have been identified as areas where gaps in service exist.

In the future, Council will produce a training video that explains the service coordination process. This video can be used to train new agency personnel and the public at large. This goal will be reviewed when the annual service coordination mechanism review takes place.

QUALITY ASSURANCE OF THE COUNTY SERVICE PLAN

- Attachments M, N, O, P

The Council will review the service coordination mechanism on an annual basis to identify and correct any gaps in service. The council will review and audit service

coordination on a quarterly basis to ensure that children and families are receiving proper support. The audits will be conducted by “peer” audit teams. The audit teams will consist of various agency personnel that are members of Council. The audit teams will use a standardized monitoring tool, audit results will be forwarded to the Intersystem Coordinator. The Intersystem Coordinator will develop a corrective action plan and work with family teams to remedy adverse service coordination audit findings.

Also, the Intersystem Coordinator will monitor each agency that is a member of council quarterly to ensure that data is being submitted on a monthly basis. Data collected through the monitoring, tracking and quality assurance should be used to inform its decision making process of the Council as required of Councils under ORC 121.37 (B)(2)(b).

Council will annually evaluate data and prioritize services, fill service gaps and invent new approaches to achieve better results for families and children. The Council will report annually to the Ohio Family and Children First Cabinet. The intent is to have meaningful state wide data available about the effectiveness of service coordination.

Jackson County Family and Children First Council

The Jackson County FCFC includes families and people from local agencies and community organizations in Jackson County. This group works together as partners to improve the well-being of children and families. There is an FCFC in every county in Ohio.

Simply, the FCFC is a way for families and their children to get services with service coordination.

What is a service?

A service is an activity or support that helps children and their families. Families can get services from agencies, organizations, and informal supports, like neighbors or friends.

What does Service Coordination do?

Service Coordination helps bring services to children and families in a way that is simple and organized.

Is there a document that serves as a guide to Service Coordination?

Yes, The County Service Coordination Mechanism is a document that guides Service Coordination throughout the county.

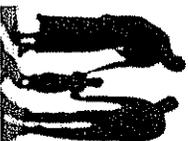
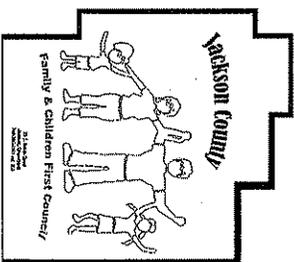
Jackson County Family and Children First Council
200 E. Main Street
Jackson, Ohio 45640
Phone (740)-286-5094 ext.250
Fax (740)-286-0456

Jackson County Family and

Children First Council

Jackson County Family and Children First Council is committed to providing Jackson County families better access to services

www.jacksoncountync.org



Service Coordination

How does Service Coordination work?

You and your family meet with family team to share information and ideas, and decide what services your child should get. Together, you and your child and the family team make an individual plan for how your child will get services and who will pay. The family team must write the plan following the guidelines of the Service Coordination Mechanism. Your family is a very important part of making the decisions.

Your family is an important part of an Individual Family Plan and an important part of every meeting about your child.

Rules for the Service Coordination Mechanism:

- It must welcome families to meetings
- Must allow families to ask for meetings
- Must allow families to bring people to meetings
- Must assure meeting with families before some placements
- Must keep family information private
- Must require the FCFC to found out family strengths and needs
- Must say how FCFC makes an individual family plan
- Must say how to work things out when families don't agree

The FCFC must follow the County Service Coordination Plan

The FCFC must follow the plan to:

- Find out a child's and family's strengths and needs
- Find out what your child and family need
- Decide which agency is responsible for which services
- Do its job on time
- Try to work things out when people disagree

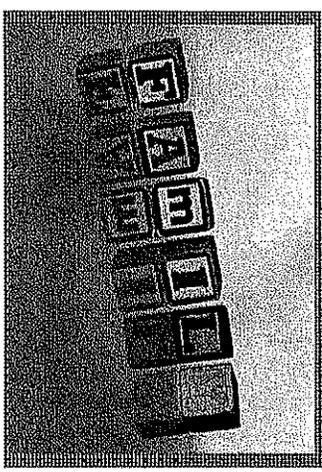
When families don't agree with services:

The FCFC dispute resolution process is your county's step-by-step way to work things out when families or agencies who are members of the FCFC do not agree with the individual service plan for your family. This is a way to bring attention to your concerns and complaints.

All families with an individual family plan can use the dispute resolution process. Agencies who are members of FCFC can also use the dispute resolution process.

Your county FCFC must tell you about the dispute resolution process and that you have a right to use it. You can also ask the person who coordinates services about the FCFC dispute resolution process. To learn about the process call:

Megan Peters
Intersystem Coordinator
200 E. Main Street
Jackson, Ohio
740-286-5094 ext. 250



Values outlined by the Ohio Family and Children First continue to positively influence Ohio's public policy regarding families and their children. These same values, outlined below, have also guided the Jackson County Family and Children First Council in our commitment to providing Jackson County families better access to services and effective service coordination:

- Children have the right to live with their own family
- Children have the right to be nurtured and protected in a stable family environment.
- When children are at risk of harm, the community has the responsibility to intervene.
- Families are our community's most important resource and must be respected, valued, and encouraged to build upon their strengths.
- The racial, cultural and ethnic heritage of children and the neighborhoods where they live are respected and supported as strengths. Ethnic and racial child-rearing practices are valued.
- Families have the right and responsibility to participate in identifying their concerns, priorities, and needed resources.
- Families have a right to individualized service provision that addresses the multiple needs of their children.



JACKSON COUNTY FAMILY AND CHILDREN FIRST COUNCIL REFERRAL FOR SERVICES

Explain the purpose of the assessment, why you are recording information and what will happen to it. Make sure they understand that FCFC is a resource to help them access services. There is no stigma attached. Check that they consent to what is proposed. If the child is old enough to understand what you are proposing, they should give consent themselves. Do not assume that children with a disability or learning disabilities are not capable of understanding. (Refer to the common assessment discussion sheet attached to the end of this form if you are unclear on how to proceed.)

Please print all information and complete thoroughly

Date: _____ Child's Name: _____

Date of Birth: _____ Social Security Number: _____

Sex: _____ Race: _____ Home Phone Number: _____

Work or Other Phone Number: _____ Best way to contact family: _____

Parent(s)/Guardian Name(s): _____

Address: _____

Emergency Contact Name(s): _____

Emergency Contact Phone Number: _____

Child's School District: _____ Child's Current Grade Level: _____

Does Child have an IEP? Yes No Unknown Does child have a family doctor? _____

Name of Family Doctor _____

Educational setting at the time of the referral:

- Public School Home Instruction
 MR/DD Suspended
 Alt. School Expelled
 Vocational School

Please describe this child's needs which warrant a referral for services, including any violent and aggressive behaviors. (Attach an additional page if necessary)

Juvenile Court Involvement

Current Previous Pending N/A

- Adjudicated delinquent (other than violent offense).....
- Adjudicated unruly.....
- Charged and/or adjudicated (felony/misdemeanor
Offense of violence).....
- Probation.....
- Paroled.....
- DYS Committed.....

Child Behavior

01 Health Problems	12 Homicidal Threats	23 Stealing
02 Physical disability	13 Hyperactivity/ Attn. deficit disorder	24 Suicide Attempt
03 Low intelligence/ Developmental Delay	14 Inappropriate Sexual Behavior	25 Suicidal Ideation
04 Learning Disability	15 Problems in Authority Relations	26 Tantrums/Severe Anger
05 Underachievement	16 Problems in Peer Relations	27 Truancy
06 Victim of Physical/Sexual Abuse	17 Peers outside of age range	28 Unwarranted Aggression/ Assault
07 Victim of neglect	18 Running Away	29 Vandalism
08 Fighting	19 School Behavior Problems	30 Withdraw
09 Fire setting/ Arson	20 Self- Mutilation	31 Other
10 Hallucinations or Delusions	21 Sex Offender	32 N/ A
11 Homicidal Attempts	22 Sleep Disturbance	33 Child is age 0-3

Assessment of Strengths, Risks & Needs:

1. List the three most distressing problems you are having with your child/family. _____
2. What seems to help, even if doesn't solve the problem? _____
3. What things does you child enjoy doing? _____
4. What talents or skills does your child have? _____
5. List some positive things about your family. _____
6. What are your dreams and future plans for your child? _____
7. What does your family hope to achieve in the next month? _____
8. What does your family hope to achieve this year? _____

9. If you had all the money and support you needed, what would you change about your family's situation? _____
10. Apart from your immediate family, list by name the most important people in your child's life (examples: extended family, friends, neighbors, clergy, health professionals, etc.).

Common Problems that can be reframed as strengths:

Common Problems	Reframed as Strength
1. Child runs away a lot	1. Child has good survival skills
2. Child is aggressive	2. Child likes physical contact
3. Family is crisis oriented	3. Family is adaptable
4. Family resists assistance	4. Family is a wise shopper for services
5. Child has a negative peer group	5. Child is able to make friends
6. Child has low self esteem	6. Child knows external cues well
7. Child is totally unable to stay on task	7. Child is curious, inquisitive
8. Family is dysfunctional	8. Family is overwhelmed; services aren't adequate
9. Child was ejected from last three programs	9. Child is extremely adaptable
10. Child is unable to make relationships	10. Child is self reliant, independent, or a good judge of character
11. This family is over-empowered	11. Family is a good advocate and figured out how to get what they want
12. Child doesn't take responsibility	12. Child wants to enjoy childhood, is age appropriate
13. Family doesn't follow through with services	13. Family is self sufficient
14. Parents are enmeshed with their child; i.e., poor boundaries	14. Parents love their child
15. Family has no support and is isolated	15. Family is new to the neighborhood

1. **Family Circumstances and Parenting**
 - a. Inadequate supervision:
 - b. Difficulty in controlling behavior:
 - c. Inappropriate discipline:
 - d. Inconsistent parenting:
 - e. Poor relationship/Father- child
 - f. Poor relationship/Mother-child

Comments (include sources of information)

Low (0-2)
Moderate (3-4)
High (5-6)

Strength

Risk Level:

2. Education/Employment

Comments (include sources of information)

- a. Disruptive Classroom Behavior:
- b. Disruptive behavior on school property:
- c. Low achievement :
- d. Problems with peers:
- e. Problems with teachers:
- f. Truancy:
- g. Unemployed/not seeking employment:

Strength

Risk Level: Low (0)
Moderate (1-3)
High (4-7)

3. Peer Relations

Comments (include sources of information)

- a. Some delinquent acquaintances:
- b. Disruptive behavior on school property:
- c. No or few positive acquaintance :
- d. No or few positive friends:

Strength

Risk Level: Low (0-1)
Moderate (2-3)
High (4)

4. Leisure/Recreation

Comments (include sources of information)

- a. Limited organized activities:
- b. Could make better use of time:
- c. No personal interests:

Strength

Risk Level: Low (0)
Moderate (1-2)
High (3-5)

5. Substance Abuse

Comments (include sources of information)

- a. Occasional drug use:
- b. Chronic drug use:
- c. Chronic alcohol abuse :
- d. Substance abuse interferes with life:
- e. Substance abuse linked to offense:

Strength

Risk Level: Low (0)
Moderate (1-2)
High (3-5)

6. Personality and Behavior

Comments (include sources of information)

- a. Inflated self esteem:
- b. Physically aggressive:
- c. Tantrums:
- d. Short attention span:
- e. Verbally aggressive:

Low (0)
Moderate (1-4)
High (5-7)

Strength

Risk Level:

7. Attitudes/ Orientation

- a. Antisocial/ pro-criminal attitudes:
- b. Not seeking help:
- c. Actively rejecting help:
- d. Defies authority:
- e. Callous, little concern for others:

Comments (include sources of information)

Strength

Risk Level: Low (0)
 Moderate (1-3)
 High (4-5)

SCORES
<u>Low</u>
<u>Moderate</u>
<u>High</u>
TOTAL :

Overall Total:

- LOW (0-8) MODERATE (9-22)
HIGH (23-34) VERY HIGH (35-42)

OTHER NEEDS OR SPECIAL CONSIDERATIONS

Please include any special considerations including the needs for culturally specific services:

Family/Parents

- a. Chronic history of offense(s): _____
- b. Emotional distress: _____
- c. Drug-alcohol abuse: _____
- d. Marital conflict: _____
- e. Financial/Accommodation problems: _____
- f. Uncooperative parents: _____
- g. Cultural/ ethnic issues: _____
- h. Abusive father: _____
- i. Abusive mother: _____
- j. Significant family trauma (specify): _____
- k. Other: _____

Name, Address and Phone Number of person or agency making the referral:

Name and Phone number of person completing referral form:

Once the referral is completed, please forward to FCFC Coordinator.

Megan Peters
 200 E. Main Street
 Jackson, Ohio 45640
 (740) 286-5094 ext. 250
meganpeters@hotmail.com

Date Intersystem Coordinator received referral for services: _____

Date of initial family contact by Coordinator: _____

How to complete the assessment

The common assessment form is just a way of recording your conversation with the child and their parent(s) and other knowledge and observations. The discussion does not have to be highly formal or presented as a “big event”. You will want to use a method and style that suits you, the child/parent and the situation. Key points to remember:

- The interview is collaborative – you are working with the family to find solutions – they will often know better than you
- If the child, young person or family doesn’t want to participate, you can’t force them. If that happens you may wish to use the common assessment form to structure information that you do have, in order to aid decision-making. But you will need to record clearly that agreement to undertake an assessment has been refused. Before sharing any information you need to make parents aware of the Council’s confidentiality and privacy policies.
- If you are worried about a child’s welfare or safety or your own safety, act accordingly. You are a mandated reporter.

The common assessment discussion:

1. Explain the purpose of the assessment, why you are recording information and what will happen to it. Make sure they understand that FCFC is a resource to help them access services. There is no stigma attached. Check that they consent to what is proposed. If the child is old enough to understand what you are proposing, they should give consent themselves. Do not assume that children with a disability or learning disabilities are not capable of understanding.
2. Complete the front page of basic details.
3. Go through the main assessment areas.
4. For each broad group, you should consider each of the elements in turn; to the extent they are appropriate in the circumstances. You do not need to comment on every element. Concentrate on the presenting issues. You should consider the whole child. You should also focus on areas of strength in the family, not just needs. The interview should not be threatening.

Don’t be put off by the language in which some of the elements are expressed. These terms are used in many existing assessment frameworks. We want the common assessment to be compatible with these, so other agencies can build on the common assessment you have done, rather than starting again from scratch with their own assessment frameworks. A quick explanation of what each element means in plain English is attached.

Wherever possible, you should base the interview and your comments on evidence, not just opinion. Evidence would be what you have seen, what the child has said and what the family members have said.

5. Record, with the child or parent, your overall conclusions and the evidence behind them. Agree what you say with the child or parent and record any major differences of opinion.
6. Identify solutions and actions. Try to focus on what the child and family can do for themselves. If they need more, they should be referred to a family team.

7. Agree who will do what and when you will review progress. Record the child or parent's consent to share the assessment information with other agencies and any limitations on that consent. Remind a family that consent to share information will streamline the process of service coordination and will keep them from repeating their story over and over.



**JACKSON COUNTY FAMILY AND CHILDREN FIRST COUNCIL
FAMILY TEAM MEETING WORKSHEET**

Please check appropriate box, if it is a follow up meeting please indicate by placing a number in the provided blank.
Example: Follow Up Family Team Meeting 4, Follow Up Family Team Meeting 5, etc.

Initial Family Team Meeting	Second Family Team Meeting	Third Family Team Meeting	Follow Up Family Team Meeting	Removal from Home
--------------------------------	-------------------------------	------------------------------	-------------------------------------	-------------------------

DATE: _____

Child's Name:

Parents Name:

Child's D.O.B.:

Referring Agency:

Family Team Leader:

Service Coordination Start Date:

Service Coordination End Date:

School	Current Location	IEP, If yes, updated properly?	Next Family Team Meeting
Medication	Diagnosis	Social/ Recreational Update	Mental Health Update
Drug/ Alcohol Update	Medical Update	Education/ Vocational Update	Legal Update

Checklist for information required in file:

- Release of Information Signed
- Notice of Privacy Practices Signed
- Clients Right and Responsibilities Signed
- Family Participation Survey Complete
- Dispute Resolution Process Explained
- Purpose of Service Coordination Explained
- Overview of Service Coordination Explained
- The Term "Family Centered" was Explained
- Family Team Introduced
- Process for Family Team Meeting w/in 10 days of emergency placement
- Timelines Met for Meeting, if no, please explain: _____

How were agency team members notified? _____

Date: _____

Strengths/ Needs Discussed?	Individual Family Service Coordination Plan Initiated?	Goal and Timelines Defined?

Family Team Leader: Please update this form each time a Family Team Meeting takes place. This information will be used to complete monthly and quarterly reports. Data will be submitted to the state for the purpose of evaluation.



**JACKSON COUNTY FAMILY AND CHILDREN FIRST COUNCIL
AUTHORIZATION FOR RELEASE OF INFORMATION**

Section A: To be completed for all authorizations

I hereby authorize the use of disclosure of my individually identifiable health information or personal information as described below. I understand that this authorization is voluntary. I understand that if the organization authorized to receive the information is not a health plan or health care provider, the released information may no longer be protected by federal privacy regulations.

Youth's Name: _____ Date of Birth: _____

Person/Organization providing the information: _____ Person/Organization receiving the information: _____

Specific description of the information, including date(s): _____

Section B: To be completed if a health care provider or health plan has requested authorization

1. The health care provider or health plan must complete the following:
 - a. What is the purpose of the use or disclosure? _____
 - b. Will the health care provider or health plan requesting the authorization receive financial or in-kind Compensation in exchange for using or disclosing the health information described above? _____
2. The youth or the youth's representative must read and initial the following statements:
 - a. I understand that my health care and the payment for my health care will not be affected if I do not sign this form. Initials: _____
 - b. I understand that I may see and copy the information described on this form if I ask for it, and that I get a copy of this form after I sign it. Initials: _____

Section C: To be completed for all authorizations

The youth or the youth's representative must read and initial the following statements:

1. I understand that this authorization will expire on ____/____/____ (DD/MM/YR) Initials: _____
2. I understand that I may revoke this authorization at any time by notifying the providing organization, in writing, but It won't have any affect on any actions they took before they received the revocation. Initials: _____

This form must be COMPLETE before signing.

Signature of Youth or Youth's Representative

Date

Printed Name of Youth's Representative: _____

Relationship to the Youth: _____



NOTICE OF PRIVACY PRACTICES

Effective 2/8/06

THIS NOTICE DESCRIBES HOW MEDICAL INFORMATION ABOUT YOU MAYBE USED AND DISCLOSED AND HOW YOU CAN GET ACCESS TO THIS INFORMATION. PLEASE REVIEW IT CAREFULLY.

The Jackson County Family and Children First Council (FCFC) is dedicated to maintaining the privacy of your health information. We are required by law to maintain the confidentiality of your health information.

Circumstances that may require FCFC to use or disclose youth health information include, but are not limited to:

- To public health authorities as required by law;
- In response to a court order;
- For law enforcement purposes;
- When necessary to reduce or prevent a serious threat to your health and safety or the health and safety of another individual or the public;
- To federal officials for intelligence and national security activities authorized by law;
- To parents/guardians in the course of planning for care/treatment;
- Within FCFC for the purposes of treatment, payment, or health care operations.

Health information pertaining to family planning, sexually transmitted disease, and/or HIV will not be released without your specific authorization.

Disclosures outside of the FCFC will require your written authorization. You may revoke such authorization at any time.

Your rights regarding your health information:

- You have the right to request restrictions on certain uses and disclosures of your health information. The Family & Children First Council is not required to agree to the requested restriction.
- You have the right for your communications regarding youth health information to be confidential.
- You have the right to inspect, copy, or request amendment of your health information.
- You have the right to receive an accounting of the disclosures of your health information.
- You have the right to obtain a paper copy of the Notice of Privacy Practices upon request.

You may exercise any of these rights by submitting a written request to the FCFC Coordinator/ Jackson County Prosecutor.

FCFC is required to protect your health information, including maintaining the privacy of your health information and providing you with this Notice. FCFC is required to abide by all the terms of the Notice currently in effect. FCFC reserves the right to change the terms of its Notice and to make the new Notice provisions effective for all health information that it maintains. The current Notice will be posted in the FCFC office and posted on the FCFC web site (www.jacksoncountync.org). You may obtain a copy of the current Notice by submitting a written request to:

FCFC Coordinator
25. E. South Street
Jackson, Ohio 45640.

You may file a complaint with the FCFC Coordinator if you feel your privacy rights have been violated without fear of retaliation. You must submit your written complaint to the FCFC Coordinator.

If you have further questions regarding this Notice, you may contact the FCFC Coordinator at 740-286-4181 ext. 350.

Signature of Youth/Parent/Guardian: _____ Date: _____



FAMILY PARTICIPATION MEASURE
Service Coordination Planning Participation

To What Extent...	A lot	Some	A little	Not at all
1. Were your ideas valued in the planning services for your child?	4	3	2	1
2. Were your family's values and culture taken into account when planning for your child?	4	3	2	1
3. Did you agree with the service planning for your child?	4	3	2	1
4. Were the needs/circumstances of your family considered in this planning?	4	3	2	1
5. Were you able to influence planning for your child's treatment or services?	4	3	2	1
6. How much did your family team listen to your ideas about ways to change or improve treatment or service planning?	4	3	2	1
7. How did staff make changes in the service plan for your child as a result of your suggestions?	4	3	2	1

To tally the Service Coordination Planning Participation Score, add all the scores and divide by seven. (If the parent circled fewer than seven items but at least five, then divide by the number of items answered).

Total of scores = _____

Total of scores divided by number of items answered = _____



FAMILY PARTICIPATION MEASURE
 Overall Family Service Coordination Satisfaction

To What Extent...	A lot	Some	A little	Not at all
1. Were your ideas valued in the planning services for your child?	4	3	2	1
2. Were your family's values and culture taken into account when planning for your child?	4	3	2	1
3. Did you agree with the service planning for your child?	4	3	2	1
4. Were the needs/circumstances of your family considered in this planning?	4	3	2	1
5. Were you able to influence planning for your child's treatment or services?	4	3	2	1
6. How much did your family team listen to your ideas about ways to change or improve treatment or service planning?	4	3	2	1
7. How did staff make changes in the service plan for your child as a result of your suggestions?	4	3	2	1
8. Did you feel like the programs offered helped your family?	4	3	2	1
9. Was your family satisfied with the quality of services and programs offered?	4	3	2	1
10. Was your family satisfied with the overall service coordination process?	4	3	2	1
11. Was your family treated with courtesy and respect?	4	3	2	1
12. Did you feel like the family team listened to you and your family?	4	3	2	1
13. Did the family team understand you and your child's needs?	4	3	2	1
14. Were the family team meetings held at a convenient location?	4	3	2	1
15. Were the family team meetings held at convenient hours?	4	3	2	1
16. Were you satisfied with the timeliness of service?	4	3	2	1
17. Were your phone calls returned in a timely manner?	4	3	2	1
18. How easy was it to access services?	4	3	2	1

To What Extent...	A lot	Some	A little	Not at all
19. Was the information provided to your family easy to understand?	4	3	2	1
20. Did the family team have good knowledge of available services?	4	3	2	1
21. When you requested information was it available?	4	3	2	1
22. Do you feel as if you participated in the decisions made for your child?	4	3	2	1
23. Were you satisfied with the FCFC's ability to coordinate services?	4	3	2	1
24. Were you satisfied with the family team's ability to coordinate services?	4	3	2	1
25. Were you informed of any additional program resources?	4	3	2	1
26. Are you satisfied with your overall service coordination experience?	4	3	2	1

To tally the Service Coordination Planning Participation Score, add all the scores and divide by twenty six.

Total of scores = _____

Total of scores divided by number of items answered = _____



**JACKSON COUNTY FAMILY AND CHILDREN FIRST COUNCIL
REQUEST FOR DISPUTE RESOLUTION**

Between Parent and Council Part C Agency Dispute w/ County Council

Purpose – To request formal dispute resolution as described in the Service Coordination Mechanism. Use this form to resolve issues relating to service coordination that defy a consensus solution among members of a family team, family, or agency.

Application- Submit this form to the Intersystem Coordinator for resolution of issues regarding service coordination. A service coordinator, provider, family member, or other member of a family team may submit this request. Any council member may submit a request regarding Council business.

Submitted by: _____ Phone: _____

Position and Agency (if applicable): _____

Address: _____

Issue: (Identify the reason for this request)

Other Information: (Include pertinent resolution attempts and list interested parties.)

I hereby request formal resolution of the concern. (Attach any pertinent documentation or additional comments.)

Signature: _____ Date: _____



JACKSON COUNTY FAMILY AND CHILDREN FIRST COUNCIL SERVICE COORDINATION MONITORING/TRACKING WORKSHEET

Please check appropriate box, indicating monthly or quarterly report, be sure to signify proper quarter.

Monthly	Quarterly	Q1	Q2	Q3	Q4
---------	-----------	----	----	----	----

Family Team Leader: Please complete the entire form. Please include specific dates when services were provided, reviewed, and terminated. Submit for to the Intersystem Coordinator on a monthly and quarterly basis. Information will be reviewed quarterly at the Intersystem Collaborative Meeting.

1. DATE: _____
2. FAMILY TEAM LEADER: _____
3. CHILD/FAMILY: _____
4. DATE SERVICE COORDINATION BEGAN: _____
5. CURRENT STATUS OF SERVICE COORDINATION FOR THIS FAMILY:

6. DATE OF 1ST FAMILY TEAM MEETING: _____
7. WAS IT WITHIN THE ESTABLISHED TIME LINES? _____
8. DATE OF 2ND FAMILY TEAM MEETING: _____
9. WAS IT WITHIN THE ESTABLISHED TIMELINES? _____
10. DATE OF 3RD FAMILY TEAM MEETING: _____
11. WAS IT WITHIN THE ESTABLISHED TIMELINES? _____
12. WERE GOALS SET FOR INDIVIDUAL FAMILY SERVICE COORDINATION?

13. WERE THE GOALS REVIEWED WHEN CIRCUMSTANCES CHANGED?

14. WAS FAMILY SERVICE COORDINATION PLAN REVIEWED WITHIN ESTABLISHED TIMELINES?

15. DATE SERVICE COORDINATION WAS TERMINATED: _____
16. IF SERVICE COORDINATION WAS TERMINATED WAS THE FAMILY NOTIFIED IN WRITING? _____
17. IS THERE A COPY OF THE NOTIFICATION IN THE FILE? _____
18. WAS THE FAMILY INFORMED OF THE DISPUTE RESOLUTION PROCESS?

19. CURRENT STATUS OF CHILD/FAMILY? _____

**JACKSON COUNTY FAMILY AND CHILDREN FIRST COUNCIL
INDIVIDUAL FAMILY SERVICE COORDINATION PLAN**



Life Domain	Needs	Strengths	Actions	Person or Agency Who Will Do This?	When will This Be Done?
Residence					
Social					
Emotional/ Psychological					
Educational/ Vocational					
Financial/ Legal					

SERVICE COORDINATION DOCUMENTATION- Attachment K

Service Plan: _____

Date: _____

<i>Referral/ 1st Family Team Meeting</i>	<i>Yes</i>	<i>No</i>	<i>N/A</i>	<i>Comments</i>
Referral in file?				
Family contacted w/in 24 hrs?				
Family contact documented?				
Referral dismissed? Date:				
1st Family Team Meeting was w/in 5 days?				
Was family notified ? Was it documented?				
Signed Release of Information?				
Signed Notice of Privacy Practices?				
Signed Clients Rights and Responsibilities?				
Was the Dispute Resolution Process documented and explained to the family?				
2nd Family Team Meeting:				
Was the 2nd meeting conducted w/in 10 days?				
If time change occurred was family given notice?				
Was Service Coordination Plan initiated?				
If so, does the SCP focus on family strengths?				
Was a 3rd team meeting scheduled ?				
Contacts in compliance with placement?				
RYDC/Detention Alternative contacts documented: Weekly Contact, Bi-Monthly Face-to-Face visit				

Third Family Team Meeting

	<i>Yes</i>	<i>No</i>	<i>N/A</i>	<i>Comments</i>
Was SCP reviewed?				
Was a timeline established?				
Did family sign off on SCP?				
Was a SCP review meeting scheduled?				



**JACKSON COUNTY FAMILY AND CHILDREN FIRST COUNCIL
AGENCY/ORGANIZATION/BUSINESS MONTHLY REPORT**

CLIENT DEMOGRAPHIC REPORT: Please complete each section if it is applicable to your agency. Make sure you include the month you are reporting and the year. This report should be completed by each agency and organization represented and submitted to FCFC **each month**. Information will be utilized for tracking accountability of agencies/organizations as prescribed by ORC 121.37. If you have any questions, please contact the Intersystem Coordinator. Thank you.

NAME OF AGENCY: _____
FOR THE MONTH OF _____ YEAR: _____

TOTAL NUMBER OF UNDUPLICATED CLIENTS SERVED: _____

SEX	AGE RANGE	MARITAL STATUS
MALES	0-18	MARRIED
FEMALES	19-35	SINGLE
	36-62	DIVORCED
	63 % UP	OTHER
RACE/ETHNICITY	COUNTY	
WHITE	JACKSON	
BLACK	GALLIA	
HISPANIC	MEIGS	
NATIVE AMERICAN	OTHER	
OTHER		
SOURCE OF REIMBURSEMENT	FAMILY SIZE	REFERRED BY
SELF PAY	1	SELF
INSURANCE	2	FAMILY/FRIEND
TITLE XX	3	PHYSICIANS
MEDICAID	4	SCHOOL
EAP CONTRACT	5 OR MORE	STATE HOSPITAL
WORKERS COMP		PRIVATE PROFESSIONAL
		OTHER PSYCH FACILITY
		MEDICAL FACILITY
		FCFC
		COURT
		OTHER/UNKNOWN

TOTAL NUMBER OF NEW ADMISSIONS FOR THE MONTH: _____
TOATL NUMBER OF TERMINATIONS FOR THE MONTH: _____

TYPES OF SERVICES DELIVERED TO JACKSON COUNTY CHILDREN:

SERVICES	NUMBER OF CLIENTS	UNITS PROVIDED
Crisis Intervention		
Diagnostic Assessment		
Individual Counseling		
Group Counseling		
Medication		
Case Management		
Other		
TOTAL		

TOTAL NUMBER OF UNDUPLICATED CHILDREN SERVED: _____

SUCCESS STORIES FOR THE MONTH: _____

NEW PROGRAMS, ACTIVITIES, OR SERVICES IMPLEMENTED THIS MONTH: _____

NEW EMPLOYEES HIRED THIS MONTH: _____

WERE NEW HIRES TRAINED ON SERVICE COORDINATION: _____

WAS TRAINING DOCUMENTED ON TRAINING RECORD (ATTACHMENT M) AND FORWARDED TO INTERSYSTEM COORDINATOR: _____

UPCOMING TRAINING OPPORTUNITUES AVAILABLE THROUGH YOUR AGENCY: _____

**Jackson County Resource Directory
Emergency ... Call 911
(Jackson, Lawrence, Vinton and Scioto Counties Only)**

<u>Program</u>	<u>Description</u>	<u>Phone Number</u>
Emergency	Southeastern Ohio Emergency Medical Services (SOEMS) (Jackson, Lawrence, and Scioto Counties Only)	1-800-282-7777
Police	Jackson City	286-4131
	McArthur	596-4677
	Other Areas in Vinton County	596-5242
	Oak Hill	682-6301
	Wellston City	384-2171
Sheriff Departments	Jackson County	286-6464
	Vinton County	596-5242 or 596-4222
State Highway Patrol	Jackson & Vinton Counties	286-4141
Fire Departments	Coalton	286-5748
	Jackson	286-4131
	Oak Hill/Madison-Jefferson	682-9998
	Wellston	384-2127
	Dundas, Hamden, Wilkesville, & Zaleski	596-5242
	McArthur	596-4677
	Harrison Township	775-2046 or 887-2727
Poison Control	Central Ohio Poison Control Center	1-800-252-5544
	TT Users call	1-614-228-2272
Crisis Line	Suicide Prevention Line	1-800-252-5544
Holzer Health Hotline	Open 6 a.m. – 2p.m.; 7 days a week	1-800-462-5255
National Response Center	Report toxic chemical/oil spills and/or a terrorist attack or threat	1-800-424-8802

Jackson-Vinton Community Action, Inc. Programs

<u>Program</u>	<u>Description</u>	<u>Phone Number</u>
Emergency HEAP Program (14333 SR 327, Wellston)	Assist low income families who are facing an emergency situation and have a 10-day supply of heating fuel or less, or a heating utility shut-off notice. This program is operated in conjunction with the State of Ohio Heap Program. State of Ohio applications may be obtained through the JVCAI HEAP office. Also have summer cooling assistance program. In order to receive an air conditioner and/or help with electric bill, the client must provide doctor's statement showing respiratory or breathing condition.	384-6421 or 1-800-686-4339
Head Start (14761 St. Rt. 93, Jackson)	This is a Federal program for preschool children from low-income families. Head Start provides educational experiences, health services, parent involvement and social services to economically	286-8441 384-5413

	disadvantaged and/or disable 3-5 year olds and their families.	596-4883
Housing Trust Assistance (14333 SR 327, Wellston)	This program provides vouchers for rent and utility deposits to prevent anticipated homelessness due to fire, eviction, or loss of utility service.	384-6421 or 1-800-686-4339
Emergency Food & Shelter Program (14333 SR 327, Wellston)	This program assists persons in emergency situations to obtain heating and housing assistance. This program differs from the Emergency Assistance Program in that the client must show that this is a one time only emergency such as medical emergency, and that they can maintain housing once assisted.	384-6421 or 1-800-686-4339
Jackson County WIC (16370 Beaver Pike, Jackson)	This program provides nutrition education and food voucher to pregnant, breast-feeding, and postpartum women, infants and children to five years of age. Eligibility is based on 185% of Federal poverty Guidelines & nutritional risk.	286-5443
Primary Health Clinic (14333 St. Rt. 327 N., Wellston)	This program offers primary healthcare services to Jackson or Vinton County residents of any age. A Certified Family Practice Physician is available one day a week for basic clinical services to treat both acute and chronic health conditions and provide physical exams for infants, children, adolescents, and adults. The nursing staff provides immunizations, health screenings, and pregnancy testing throughout the week. Appointments for all services are recommended, but walk-ins will be served if schedule allows and patients provide the necessary documentation required by the program. The clinic gladly accepts Medicaid, Medicare, and many private insurances. Sliding fee services are available to uninsured customers. Funding is made possible, in part, through a CSBG grant from the Ohio Dept. of Development, Office of Community Services.	384-3722 ext. 35 or 1-800-686-4339
Child & Family Health Services Program (CFHS) (14333 St. Rt. 327 N., Wellston)	This Jackson County program, provided through funding from the Ohio Dept. of Health, targets health issues of the maternal and child population. JVCAI Health Services nurses provided community and school-based health information on a variety of issues including: dental health, puberty, teen pregnancy prevention, and sexual responsibility, early and regular prenatal care, and communicable diseases. Public and school-based health screening is provided through this program. Pregnancy testing, with care coordination, education and referral services, is provided by appointment. A variety of services are also offered to assist individuals and families in overcoming barriers to obtaining healthcare services to meet a maternal or child health need.	384-3722 ext. 35 or 1-800-686-4339
Children's Trust Fund Program (CTF) (14333 St. Rt. 327 N., Wellston)	<i>Partners for Prevention</i> is a child abuse and neglect prevention education program that serves Jackson County. There is no income eligibility requirement for these services. Through this program, JVCAI nurses provide three types of prevention education services. The Home Visitor component provides individual parenting education and supportive intervention, by a nurse, to at-risk parents of children birth to five years of age. The second component is public awareness and community-based education regarding child abuse and neglect issues. CTF also addresses the need to provide abuse and neglect education to local service providers, working with children and families in our area. Funding for this program is through the Jackson Co. Family and Children First Council.	384-3722 ext. 35 or 1-800-686-4339
Dental Sealant Program (14333 St. Rt. 327 N., Wellston)	This is a school-based oral health program, funded through the Ohio Dept. of Health, to provide dental sealants to 2 nd and 6 th grade students in the eligible public schools in Jackson, Vinton and Gallia Counties; with follow-up for participating students in the 3 rd and 4 th grades. There is no family income eligibility for this program; however school eligibility is made by ODH based on local area income economic data. All sealant services require parental permissions and area provided at no cost to the family or participating school system.	384-3722 ext. 35 or 1-800-686-4339

Alcohol and Substance Abuse Recovery Programs/Services

<u>Program</u>	<u>Description</u>	<u>Phone Number</u>
Alcohol, Drug Addiction & Mental Health Services Board (109 ½ Sugar St., McArthur)	Serves Vinton, Hocking and Athens Counties	596-2649
Bassett House (Athens)	Care facility for adolescents with chemical dependency ages 13-18	1-800-645-8287
Health Recovery Services (313 W. Main, McArthur)	Monday-Friday 8:00-5:00, or non-emergency after 5:00 or before 8:00. In case of emergency, call Tri-County Mental Health Crisis Line (24 hours a day, 7 days a week)	596-2542 or 1-888-475-8484
Family Addiction Community Treatment Services/ New Alternatives (1 Acy Ave., Jackson)	Outpatient counseling services for alcohol and drug abuse. Adult, adolescent, and family programs. Community education prevention programs. Domestic violence services.	286-1589
Gallia-Jackson-Meigs Board of Alcohol, Drug Addiction, and Mental Health Services (53 Shawnee Lane, Gallipolis)		1-740-446-3022
Rural Women's Recovery Program (Bassett House)		1-800-645-8287

Animal Control

<u>Program</u>	<u>Phone Number</u>
Jackson County	286-7262

Child Care

<u>Program</u>	<u>Description</u>	<u>Phone Number</u>
Brenda's Kiddie Care (17 E. Vine, Jackson)	6 wks. – 12 years; 6 am – 6 pm	286-1124
Child Care Resource Network	Call for info. about providers in your area	1-800-577-2276
Child Development Center (224 E. Broadway, Jackson)	6 wks. – entering 4 th grade; 6 am – 6 pm	286-3995
Jackson Co. Dept. of Jobs and Family Services	Contact the office for a list of providers	286-4181
Jackson-Vinton Community Action, Inc. Head Start (14761 St. Rte 93, Jackson)	Full Day Full Year Head Start Classroom with wraparound childcare services provided. Call for information.	286-8441
Jackson YMCA	2 ½ - school age; 6 am – 6 pm	286-7008
Little Blessings (414 N. Park, Wellston)	Call for information	384-4050
Toddler Town Oak Hill	Call for information	682-5209

Clothing

<u>Program</u>	<u>Description</u>	<u>Phone Number</u>
Christ House (Wells St., Coalton)	Mondays & Tuesdays only; 9 am – 11 am	
CARE United Methodist Outreach (East High St., McArthur)		596-2394
Oak Hill Thrift Store (Grace Ministries) (204 Davis Ave., Oak Hill)	Clothing is available to the public at very low prices. In case of emergencies clothing may be at no charge. Call for store hours	682-3474
Jackson Clothesline & Food Pantry (228 E. Broadway, Jackson)	Vi Ross, Director...Open Monday, Wednesday, Friday and Saturday 10 am-2 pm Clothing cost \$3.00 per bag or \$5.00 per trash bag.	286-5937
My Brother's Place (116 S. Railroad Ave., Wellston)	Open Monday 9-2, Wednesday and Friday 9-12:30. Proof of income, residency, and Social Security Number of everyone in the household required.	384-4759
Old Liberty School (Across from Liberty General Store)	Clothing give away each Thursday from 10 am – 3 pm	
Once Upon a Child (1532 River Valley Circle, Lancaster)	Store hours: Monday – Saturday 10-6. Other locations...call 614-791-0000 ext. 200 for locations and phone numbers. Once Upon a Child buys and sells children's clothing and other children's items. They buy 10-5 Monday – Saturday. They buy seasonal items in boxes, baskets, or on hangers as follows: Fall & Winter Items-July 5 through December31; Spring and Summer Items-January 2 through July 3.	740-653-8338
St. Frances Center (Prattsville, Approx. 6 miles east of McArthur)	Open Tuesday & Thursday 10 am – 1 pm. Proof of income is necessary. No proof of income required. \$2.00 donation for trash bag of your selection of clothing. Trash bags are not provided. Limit one 30-gallon bag per person. You may shop at the clothing center only once a week. During winter months clothing center is closed if schools are closed.	596-4316

County of Jobs and Family Services (JFS)

<u>Program</u>	<u>Description</u>	<u>Phone Number</u>
Jackson Co. JFS (25 E. South St., Jackson)	Services include: Children's Services Abuse/Neglect Reporting, Investigation of Abuse/Neglect, Child Support, establishing paternity, locating absent parents for securing child support, distribution and collection of support, reinforcement of child support, and modification of order of support, food stamps, foster care, Healthy Start, Medical Card, Ohio Works First, Daycare Providers, Emergency assistance, Transportation to necessary appointments, PRC, Other programs available...Ask receptionist.	286-4181 or 1-800-588-7161

Domestic Violence Services

<u>Program</u>	<u>Description</u>	<u>Phone Number</u>
ACTION Ohio Coalition	Assistance with dealing with domestic violence	1-614-221-1255
Crisis Line/Suicide Prevention		1-800-252-5554
Domestic Violence Hotline	Mon-Fri 8:30 – 5:00	1-800-934-9840 or 1-800-787-3224 TDD
Domestic Violence Intervention Program	Athens, Hocking, and Vinton Counties. This program is a court ordered program intended for men who emotionally and/or physically abuse others in their family. The DVIP provides an opportunity for offenders to change their behavior through group counseling. Call Monday-Friday 9-4	1-800-721-8077
Ohio Domestic Violence Network		1-614-781-9651
Services for Victims of Domestic Violence	24 hour crisis hotline	1-800-252-5554
Serenity House	Serves Jackson, Gallia and Meigs Counties only. Serves women and children of domestic violence. Shelter for up to 30 days. Assistance with housing, health care, psychological referral, financial concerns, and transportation. Drug and alcohol education. Peer support group. Victim advocacy. For the abused family's protection, locations are kept confidential.	1-800-942-9577

Adult Education

<u>Program</u>	<u>Description</u>	<u>Phone Number</u>
Jackson Co. ABLE Centers		
Oak Hill (169 E. Main St., Oak Hill)	Madison/Jefferson Fire Dept. Bingo Hall Daytime hours: Monday- Thursday	682-9998
Jackson (102 E. Broadway, Jackson)	Jackson Christian Church Daytime hours: Monday-Friday	286-2791
Wellston (652 Radcliff Lane, Wellston)	Church of J.C. of Latter Day Saints Daytime hours: Monday-Thursday	384-6660

Vocational/Technical Schools and Colleges

<u>Program</u>	<u>Address</u>	<u>Phone Number</u>
Buckeye Hills Joint Vocational School	(351 Buckeye Hills Rd., Rio Grande)	245-5334
Hocking College	(Nelsonville)	1-800-282-4163
Ohio University	(Athens)	593-1000
Ohio University	(Chillicothe Branch)	774-7200
Rio Grande Community College	(218 N. College, Rio Grande)	1-800-282-7201
University of Rio Grande	(218 N. College, Rio Grande)	1-800-282-7201
Southeastern Business College	(McCarty Lane, Jackson)	286-1554
Shawnee State University	(940 Second St., Portsmouth)	354-3205

School Districts

<u>Program</u>	<u>Address</u>	<u>Phone Number</u>
Superintendent of Jackson City Schools	(450 Vaughn St., Jackson)	286-6442
Superintendent of Oak Hill Union Local	(265 Cross St., Jackson)	682-7595
Superintendent of Wellston City Schools	(1 E. Broadway St., Wellston)	384-2152
Hope Haven MRDD	(822 Sellers Drive, Jackson)	286-6491

Employment Services

<u>Program</u>	<u>Description</u>	<u>Phone Number</u>
Jackson Co. One Stop Shop (25 E. South St., Jackson)	Monday-Friday 8:00-4:30, Wednesday 7:00-5:30	286-4181

Extension Offices

<u>Program</u>	<u>Address</u>	<u>Phone Number</u>
OSU Extension Jackson Co.	(State Route 93, Jackson)	286-5044

Food

<u>Program</u>	<u>Description</u>	<u>Phone Number</u>
CARE United Methodist Outreach (395 E. High St., McArthur)	Food Pantry Available Tuesday-Friday 9 am-11:30 am	596-2394
First Baptist Church of Coalton Food Pantry ((60 E. Main St., Coalton)		288-7112
Jackson Area Ministerial Assoc. (6 Cambrian Ave., Jackson)		286-1320
Jackson Clothesline & Food Pantry (276 E. Main St., Jackson)	Vi Ross, Director—serves residents of Jackson City School District. Open Monday 10-4, Wed. and Fri. 10-2, Sat. 9-12. Must show who is head of household (picture ID) Need social security numbers of all persons in the household. Person will receive a 7-8 day supply of food. Person may use the Jackson Clothesline and Food Pantry every 60 days. Also need a current proof of address.	286-5937
Jackson Co. Dept. of Jobs and Family Services (25 E. South St., Jackson)	Food Stamps available to those who qualify	286-4181
Jackson County WIC (14761 SR 93, Jackson)	Provides nutrition education and food vouchers to pregnant, breastfeeding, and postpartum women, infants, and children to five years of age.	286-5443
My Brother's Place (116 S. Railroad Ave., Wellston)	Contact Linda Graham. Serves residents of Wellston City School District. Need proof of income, Photo ID, social security numbers of household members. Food Pantry is open Monday 9-2, Wednesday & Friday 9-12:30. Emergency assistance during non-operating hours...Contact Steve Cann at 384-3560	384-4759
Oak Hill Food Pantry (107 N. Jackson St., Oak Hill)	Donna Eggers & Carolyn Dempsey, Co-Directors. Serves residents of the Oak Hill Union Local School District. Open Monday 10-12. Need proof of income, social security numbers of all household members and head of household information. Must meet USDS Government guidelines. In case of emergency, contact Donna Eggers at 682-7511	682-3474

Health Related Services Clinics

<u>Program</u>	<u>Address</u>	<u>Phone Number</u>
Adena Clinic	1000 Veterans Drive, Jackson	395-8050
Adena Urgent Care	1000 Veterans Drive, Jackson Hours 12-8/7 days a week 12340 SR 104, Waverly	395-8060 or 941-5100
Family Health Care of Jackson	14590 SR 93, Jackson Hours: Monday & Wednesday 8-6, Tuesday & Thursday 8-5, Friday 8-1	286-2826
Holzer Clinic-Jackson	280 Pattonville, Jackson	395-8805
Holzer Clinic-Jackson Urgent Care	280 Pattonville, Jackson 5-9 Monday through Friday; 1-9 Saturday, Sunday & Holidays	395-8805

Holzer Clinic Urgent Care	Main Clinic, 90 Jackson Pike, Gallipolis 8 am – 9 pm Monday – Friday; Weekend & Holidays 1 pm – 9 pm	446-5287
Holzer Medical Center	500 Burlington Rd., Jackson	288-4625
Jackson-Vinton Community Action, Inc. Clinic	14333 SR 327, Wellston Medical cards accepted, sliding fee scale available	384-5119 or 1-800-689-4339
Jenkins Memorial Health Clinic	140 Jenkins Memorial Rd., Wellston	384-2167
Family Health Care Inc.	31891 SR 93 N., McArthur	596-5249 or 1-800-709-6481
Ohio University Osteopathic Medical Center	Parks Hall, Athens	1-800-641-2273
Ohio University Osteopathic Medical Center	Nelsonville	753-3555

Dentists

<u>Program</u>	<u>Address</u>	<u>Phone Number</u>
Alvarez, Joseph	203 S. Market St., McArthur Accepts medical cards	596-5472
Britton, William	731 E. Main St. Suite 10, Jackson No medical cards	286-3033
Brown, H.D.	200 ½ W. Main St., Pomeroy Accepts medical cards	992-2387
Children's Dental Clinic	700 Children's Dr., Columbus Accepts medical cards, also sliding fee scale	(614) 722-5650
Conrath, S. Nicole	495 Richland Ave., Athens Accepts medical cards	594-3939
Dental Health Partners	190 Water St., Jackson	286-0480
Hanners, Chris	P.O. Box 519, Piketon Accepts medical cards	289-4218
Jetter, Hal	P.O. Box 436, South Point Accepts medical cards	377-2020
Jorgensen, Johnna	995 Jackson Pike, Gallipolis No medical cards	446-2191
Linscott, Gregory	109 Sugar Court, McArthur (No medical cards) 50 South Court St., Athens	596-4006 593-7493
Muckler, David	Chillicothe Accepts medical cards	775-6600
Nusbaum, Timothy	1140 Western Ave., Chillicothe No medical cards	773-8320
Phillips, James L.	22 N. Ohio Ave., Wellston	384-6888
Prater, Greg	P.O. Box 512, South Point Accepts medical cards	377-2219
Ribo, J.E.	10590 Chillicothe Pike, Jackson Accepts medical cards, no new patients	286-7456
Shumate, Dwight	110 South St., Jackson Accepts medical cards, no new patients	286-4677
Skinner, Thomas	995 Jackson Pike, Gallipolis Oral surgery	446-2960
Smith, David	995 Jackson Pike, Gallipolis Accepts medical cards	446-2191
Swartz, Roscoe Jr.	618 Central Center, Chillicothe	1-800-344-5584

White, K.M.	406 E. Huron St., Jackson No medical cards	286-1720
Winland, Roger	715 W. Union St., Athens Accepts medical cards	592-3018
Kyger Dental Assoc.	126 2 nd St., Gallipolis	446-7806

Health Departments

<u>Program</u>	<u>Description</u>	<u>Phone Number</u>
Jackson County Health Dept. (200 E. Main St., Jackson)	Services offered: Vision clinic, hearing/ear clinic, well child clinic, cardiac clinic, plastic gastro, Help Me Grow program. (Clinics are for persons birth to age 21), free TB tests and treatment to Jackson County residents, immunizations, and many other services.	286-5094
Tobacco Prevention Center	Information on smoking cessation	740-446-5940
Ohio Tobacco Quit Line	Information on smoking cessation	1-800-QUIT NOW (1-800-784-8669)

Hospitals

<u>Program</u>	<u>Address</u>	<u>Phone Number</u>
Adena Regional Medical Center	200 Hospital Rd., Chillicothe	779-7500
Adena Urgent Care Center	55 Centennial Blvd., Chillicothe 1000 Veterans Dr., Jackson	779-4000 395-8060
Children's Hospital	700 Children's Drive, Columbus Complete medical and surgical services for patients ages newborn to 21 Emergency Room 772-4300	1-800-875-5437
Doctor's Hospital	Nelsonville	753-1931
Fairfield Medical Center	401 N. Ewing, Lancaster	687-8000 or 1-800-548-2627
Hocking Valley Community Hospital	601 SR 664, Logan Convenient Care Clinic Monday-Saturday 10-10; 24 hours emergency room	380-8000 or 1-800-548-2627
Holzer Medical Center	100 Jackson Pike, Gallipolis 500 Burlington Rd.	446-5000 288-4625
O'Bleness Medical Hospital	55 Hospital Dr., Athens	593-5551
Pike Community Hospital	Waverly	947-2186
Pleasant Valley Hospital	Pt. Pleasant, West Virginia	304-675-4340
Southern Ohio Medical Center	Portsmouth Mercy 1248 Kinneys Lane, Portsmouth Scioto Memorial Campus 1805 27 th St., Portsmouth	356-5000
Veterans Memorial Hospital	Pomeroy	992-2104
Cincinnati Children's Hospital Medical Center	3333 Burnet Avenue, Cincinnati, OH 45229	7-800-344-2462

Mental Health Services

<u>Program</u>	<u>Address</u>	<u>Phone Number</u>
Adena Regional Medical Center	272 Hospital Rd., Chillicothe Psychiatric Care Services	779-7557
Careline	Crisis Intervention Services include: crisis intervention, sexual assault, survivor advocacy program (includes 24 hour victim assistance for rape survivors and significant others, available by telephone or in person)	1-888-475-8484
Crisis Line	Crisis Intervention	1-800-252-5554
Hocking Valley Community Hospital	601 SR 664, Logan	1-800-479-2351
National Alliance for the Mentally Ill of Ohio	979 S. High St., Columbus Provides support, advocacy and educational services for families and friends of individuals with illnesses such as schizophrenia, bipolar disorder, and depression.	1-800-686-2646
Psychological Health Care	159 Broadway, Jackson	286-6014
Scioto Paint Valley Mental Health Center	4449 SR 159, Chillicothe	775-1260
Southern Hills Hospital	Portsmouth Residential mental illness facility	354-8561
Tri-County Mental Health/Counseling	313 ½ W. Main St., McArthur In an emergency call 1-888-475-8484 Counseling services for adults, children, family and groups including psychological and psychiatric evaluations. Sliding fee scale and medical cards are accepted.	596-4809
Woodland Center, Inc.	1 Acy Lane, Jackson Crisis intervention, emergency services, psychotherapy, employee assistance programs, marriage and family counseling, case management, evaluation and testing, drug and alcohol referral. Medicaid, Medicare, Title XX, insurance, and sliding fee scale, 24-hour emergency care.	286-5075

Pharmacies

<u>Program</u>	<u>Address</u>	<u>Phone Number</u>
CVS	353 E. Main St., Jackson	286-6401
CVS	407 N. Front St., Oak Hill	682-3525
Fruth Pharmacy	120 W. 2 nd St., Wellston	384-2174
Gill's Family Pharmacy	530 N. Market St., McArthur	596-2566
Kroger	East Main Street, Jackson	286-6400
Lewis Drug Store	253 E. Main St., Jackson	286-3424
Medicine Shoppe Pharmacy	731 E. Main St., Jackson	286-1327
Wal-Mart	100 Wal-Mart Drive, Jackson	286-6860
Holzer Family Pharmacy	280 Pattonville Rd., Jackson	395-8870

Physicians

<u>Program</u>	<u>Address</u>	<u>Phone Number</u>
Ball, Patrick B.	500 Burlington Rd., Jackson	286-3034
Dutta, Nirmal K.	350 Charlotte Ave., Oak Hill	682-7784
Haller, Marla	1000 Veterans Drive, Jackson	286-9060
Jones, Douglas R.	140 Jenkins Memorial Rd., Wellston	384-2167
Lance, Donald R.	212 Pearl St., Jackson	286-1822
Neff, Jill	1000 Veterans Drive, Jackson	395-8090
Owen, Steven J.	1000 Veterans Drive, Jackson	395-8090
Robbins, Philip C.	131 Portsmouth St., Jackson	286-1889
Temponeras, John S.	500 Burlington Rd., Jackson	286-7202

Vision Care

<u>Program</u>	<u>Address</u>	<u>Phone Number</u>
Billman, Richard H.	201 Columbia Ave., Jackson	286-1419
Billman, Richard H. II	201 Columbia Ave., Jackson	286-1419
Billman Vision Center	403 Front St., Oak Hill (behind Smith Flowers) Open Thursday 10 am – 5 pm and Saturday 9 am – Noon	682-2015
Binns, Benjamin W.	731 E. Main St., Jackson (evening and Saturday appts.) 28 th Scioto Trail, Portsmouth	286-5554 353-2020
Binns, Steven W.	731 E. Main St., Jackson (evening and Saturday appts.) 28 th Scioto Trail, Portsmouth	286-5554 353-2020
Evans, J. Edgar	11 S. Pennsylvania Ave., Wellston 107 S. Market St., McArthur	384-2015 596-5684
Holzer Clinic Ophthalmic Care	280 Pattonsville Rd., Jackson	395-8873
Green, Craig R.	260 E. Main St., Jackson	286-5022 or 1-800-589-3520
Nichting, Theodore W.	260 E. Main St., Jackson	286-5022 or 1-800-589-3520
Sargent, Robyn	260 E. Main St., Jackson	286-5022 or 1-800-589-3520
Jackson Co. Health Dept.	200 E. Main St., Jackson The Health Dept. holds a vision clinic on a regular basis. There is no cost for this clinic.	286-5094
Wal-Mart Vision Center	100 Wal-Mart Drive, Jackson	288-2718
Wal-Mart Vision Center Optometrist	100 Wal-Mart Drive, Jackson	288-2721

Housing/Housing Authorities

<u>Program</u>	<u>Address</u>	<u>Phone Number</u>
Jackson Metropolitan Housing Authority	249 W. 13 th St., Wellston	384-5627
U.S. Dept. of Housing and Urban Development (HUD)		1-800-245-2691

Apartment Complexes

<u>Program</u>	<u>Address</u>	<u>Phone Number</u>
Jackson		
Apple Hill Apartments	15 Orchard Lane, Jackson	286-5676
Apple Village Apartments	393 E. Huron St., Jackson	286-0107
Hickory II Apartments	David Ave., Jackson	286-2361
Holly Hill Apartments	700 Holly Hills, Jackson	286-6700
Jackson Family Apartments	100 Powell Dr., Jackson	286-4839
Jackson Retirement Village	143 Powell Dr., Jackson	286-6198
Jackson View Apartments	102 Cherokee Lane, Jackson	286-7187
Stonecrest South Apartments	61 Honeysuckle Lane, Jackson	286-6296
McArthur		
McArthur Manor		596-9401
McArthur Park Apartments	U.S. Route 50, McArthur	596-2208
McArthur Terrace	420 S. Market St., McArthur	596-2680
Vinton Manor	500 Engle Dr., McArthur (housing elderly & disabled)	596-2443
Oak Hill		
Karen Apartments	200 Morgan Avenue, Oak Hill	682-7570
Oak View Limited	121 Morgan Avenue, Oak Hill	682-6756
Wellston		
Bundy Heights Apartments	300 Grady Lane, Wellston	384-3725
Fairview Terrace Apartments	249 W. 13 th , Wellston	384-5627
Seton Square Apartments	570 W. 1 st , Wellston	384-6174
Wells Manor Apartments	460 S. Michigan, Wellston	384-6508
Wellston Pride Manor	4 W. Broadway, Wellston	384-4181
Wellston Manor Apartments	700 W. D St., Wellston	384-3289
Wellston Villa Apartments	710 N. Pennsylvania Ave., Wellston	384-5319

Legal Services

<u>Program</u>	<u>Address</u>	<u>Phone Number</u>
Southeastern Ohio Legal Services	Athens Chillicothe	1-800-686-3669 1-800-686-3668

Ministerial Associations

<u>Program</u>	<u>Address</u>	<u>Phone Number</u>
Jackson Area Ministerial Association	6 Cambrian Ave., Jackson	286-1320

Other Assistance/Service

<u>Program</u>	<u>Description</u>	<u>Phone Number</u>
Appalachian Development Federal Credit Union	ADFCU is a community based financial institution. It is owned by its members and dedicated to serving the needs of people who cannot get financial services at other institutions.	592-4533
EFNEP (Expanded Food and Nutrition Education)	Education for low-income families on stretching food dollars and providing nutritious meals.	596-5212
Good Samaritan Fund	Vi Ross, Director. Can help with electric (if used as a heating source) will pay 20% (must provide proof that 80% has been paid), will help only once a year. Sometimes rental assistance may be available. Transit-Can receive one night lodging and 2 meals.	286-5937
Good Works (St. Frances Center)	Provides a temporary safe, clean and stable place to live for homeless individuals and families.	596-5820
Zaleski Civilian Conservation Corp.	Work, training and educational programs for young adults ages 18-28 doing meaningful conservation work for non-profit agencies.	596-5238

Post Offices

<u>Post Office</u>	<u>Phone Number</u>
Coalton	286-5808
Hamden	384-3495
Jackson	286-1818
McArthur	596-4163
N. Plymouth	385-8455
Oak Hill	682-6471
Ray	887-5844
Vinton	388-9990
Wellston	384-2515
Wilkesville	669-3410
Zaleski	596-4652

Public Libraries

<u>Program</u>	<u>Address</u>	<u>Phone Number</u>
Herbert Wescoat Memorial Library	120 N. Market St., McArthur	596-5691
Jackson City Library	21 Broadway St., Jackson	286-4111
Oak Hill Library	226 S. Front St., Oak Hill	682-6457
OVAL	252 W. 13 th , Wellston	384-2103
Wellston Public Library	135 E. 2 nd , Wellston	384-6660

Radio Stations

<u>Program</u>	<u>Address</u>	<u>Phone Number</u>
WCJO 97.7 FM	295 E. Main St., Jackson	286-2141
WKKJ FM/WBEX AM	23 N. Pohlman Rd., Chillicothe	773-2244
WKOV 96.7 FM	295 E. Main St., Jackson	286-1330 or 286-3023

Recycling Centers

<u>Program</u>	<u>Address</u>	<u>Phone Number</u>
JVC Metals	468 S. Front St., Oak Hill	682-7575
Star Recycling	52 E. Broadway St., Jackson	286-3752

Red Cross/Disaster Relief/Emergency Assistance

<u>Program</u>	<u>Address/Description</u>	<u>Phone Number</u>
Jackson County	200 W. Main St., Jackson	286-1643
Vinton County	201 W. High St., McArthur	596-1117
JVCAI Emergency Assistance Program	14333 SR 327, Wellston This program provides vouchers for rent and utility deposits to prevent anticipated homelessness due to fire, eviction, or loss of utility service.	384-6421 or 1-800-686-4339
JVCAI FEMA (Housing Trust Assistance)	14333 SR 327, Wellston This program assists persons in emergency situations to obtain heating and housing assistance. FEMA differs from the Emergency Assistance Program in that the client must show that this is a one time only emergency such as medical emergency, and that they can maintain housing once assisted.	384-6421 or 1-800-686-4339

Respite Services

<u>Program</u>	<u>Address</u>	<u>Phone Number</u>
Buckeye Community Services	166 Pearl St., Jackson This agency is a private, not-for-profit, with funding sources that include Medicaid and Medicaid Waivers. Their major purpose is to provide residential services to persons with disabilities. Equally important is advocacy for clients, education in communities, and working with other service providers to develop professionals in the field of MR/DD. Agency focus is to provide residential services to persons with disabilities in the most normalized setting possible. Clients range in age from teenagers to retired adults.	286-5039
Easter Seals of Central and Southeast Ohio	810 East Main Street, Chillicothe	740-773-1273
Sojourners Care Network	318 West Main Street, McArthur	596-1117

Services for Children Birth to Age Three

<u>Program</u>	<u>Address/Description</u>	<u>Phone Number</u>
JVCAI Clinic Wellness Block Grant II	14333 SR 327, Wellston This program provides home-based education and supportive counseling to parents of toddlers ages 1-3 years to prevent child abuse and neglect.	384-5119
JVCAI Clinic Children's Trust Fund	14333 SR 327, Wellston This program provides home-based education and supportive counseling to parents of toddlers ages 1-3 years to prevent child abuse and neglect before it begins by targeting an at risk population and provides those referred with patient education and supportive counseling throughout the infant's first year of life. The local school based GRADS Program for pregnant and parenting teens is also provided with education and materials from this program.	384-5119 or 1-800-686-4339
Help Me Grow	P.O. Box 949, 200 E. Main St., Jackson Services for children whose parents feel that their child may have needs in the various areas of development. Must meet state criteria.	286-4436

Social Security

<u>Program</u>	<u>Address</u>	<u>Phone Number</u>
Social Security Administration	606 Central Center, Chillicothe 49 Olive St., Gallipolis	775-0206 446-7660 1-800-772-1213

Transportation Services

<u>Program</u>	<u>Address/Description</u>	<u>Phone Number</u>
JVCAI Transportation Services	14333 SR 327, Wellston This program is available to both Jackson and Vinton County residents. Transportation services are provided to medical clinics/appointments, mental health clinics/appts., Social Security Administration offices in order to receive health care.	384-3722
JVCAI Clinic Transportation Services	14333 SR 327, Wellston Can provide transportation to WIC appointments, medical/dental appointments, mental health appointments and social service appointments that are health related (i.e. appointment at Dept. of Job and Family Services for medical card reasons, etc.) Will transport within a 100-mile radius of the client's home.	384-5119
Jackson County Dept. of Job and Family Services	Transportation provided to necessary appointments.	286-4181

Used Furniture

<u>Program</u>	<u>Address</u>	<u>Phone Number</u>
C & F Furniture	14409 SR 93, Jackson	286-8198
ReUse Industries	74815 Highway 50 W., Albany	1-800-837-7600

Utilities

<u>Program</u>	<u>Address/Description</u>	<u>Phone Number</u>
American Electric Power	24 hr. Customer Service For hearing impaired customers—TDD Machines only	1-800-277-2177 1-800-617-1234
Buckeye Rural Electric Co-Op Inc.	4848 SR 325 S., Rio Grande Emergency outage only	1-800-231-2732 1-800-282-7204
Jackson City Electric/Light	145 Broadway St., Jackson	286-4419
Ohio Power Company		1-800-869-5559

Liquefied Petroleum Gas Supplies

<u>Program</u>	<u>Address</u>	<u>Phone Number</u>
Arrick's Propane	178 Burns Road, Lucasville	1-800-636-6901 or 355-9244
Blue Flame LP Gas	509 E. Emmitt Ave., Waverly SR 243, Ironton	1-800-878-7525 1-800-875-5394
Cox Bottled Gas	7147 SR 93, Oak Hill 6349 Swauger Valley Rd., Portsmouth	682-9955 820-3100
Ferrellgas	172 Athens St., Jackson	286-2876
Ja-Mar LP Gas	320 Burlington Rd., Jackson	286-5991
Level Propane		1-800-553-8353
Litter Quality Propane		1-800-824-8630
Nimco LP Gas Co.	675 S. Market St., McArthur	596-4477

Natural Gas Companies

<u>Program</u>	<u>Address</u>	<u>Phone Number</u>
Columbia Gas of Ohio	Athens Emergencies after 5 pm weekdays, all day Saturday, Sunday, or Holidays	1-800-344-4077 1-800-282-0157
Columbia Gas Transmission Corp.	61318 Mt. Zion Rd., McArthur Call 1-800-835-7191 after 4:15 p.m. on weekdays, all day Sat., Sun., & Holidays	596-2145

Telephone

<u>Program</u>	<u>Description</u>	<u>Phone Number</u>
Verizon	Ohio Relay TTY Users 1-800-750-0750 Installation/New Service Residential Service, Monday- Friday 8-5 Repair 24 hours a day Ohio Relay TTY Users	1-800-483-4600 1-800-483-1000 1-800-750-0750

Toll Free Numbers

<u>Program</u>	<u>Description</u>	<u>Phone Number</u>
AIDS Treatment Network	Facts sheets on different medications	1-800-777-4775
Information on AIDS related drugs	Testing of new drugs	1-800-874-2572
Information Source on Hemophilia		1-800-424-2634
NICHCCY	National Information Center for Children and Youth with Disabilities P.O. Box 1492, Washington DC 20013 Web site address: http://www.nichcy.org or Email address: nichcy@aed.org This organization has a tremendous amount of information for a variety of disabilities, assistive technology/devices, burns, rare syndromes, nutrition, recreation, right and procedural safeguards, as well as information on specific disabilities. Have up to date national and state toll free numbers as well as free publications. Also have some publications that require a fee.	1-800-695-0285
Ohio Coalition for the Education of Handicapped Children		1-800-374-2806

WIC Programs

<u>Program</u>	<u>Address/Description</u>	<u>Phone Number</u>
Jackson County WIC	16370 Beaver Pike. Jackson Provides nutrition education and food vouchers to pregnant, breastfeeding and postpartum women, infants, and children to five years of age.	286-5443

Zip Codes for the Surrounding Area

Albany	45710	Athens	45701	Beaver	45631
Chillicothe	45601	Coalton	45621	Ewington	45686
Gallipolis	45631	Hamden	45634	Jackson	45640
Lancaster	43130	Logan	43138	McArthur	45651
Nelsonville	45764	Oak Hill	45656	Pomeroy	45769
The Plains	45780	Ray	45672	S. Webster	45682
Thurman	45685	Wellston	45692		