



**Department of
Job and Family Services**

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**Office of Families
and Children**

Ohio *RTIS*

Ohio's Residential Treatment
Information System Training
June 28, 2021

Ohio RTIS Training

Welcome

- RTIS is a sub-system of Ohio SACWIS Comprehensive Child Welfare Information System (CCWIS).
- RTIS was designed to have one system for agencies to record the QRTP Requirements for monthly discharge planning, family-based aftercare services, and monthly contacts once the youth discharges.
- RTIS and SACWIS share a database to ensure the data for children in custody of a Title IV-E Agency is always in sync.

Benefits of RTIS

- RTIS ensures that information from the youth's prior residential QRTP placements is available to the next placement, which prevents youth from repeating their stories and ensures continuity of care.
- Agencies will be aware of the previous discharge planning efforts conducted with a youth to assist the team in development of the current treatment plan.

Benefits of RTIS

- The discharge plan and aftercare information meet OAC requirements which means agencies will not have to use any other system to capture this data.
- For the small number of Residential Agencies that are certified by ODJFS and OhioMHAS, RTIS functionality meets QRTP requirements for discharge and aftercare both state departments so documentation is the same.
- Discharge Plan will be viewable by Title IV-E Agency so doesn't have to be downloaded and emailed separately

RTIS Users

- Who **can** have access?
 - Staff from a Ohio child-serving residential agency certified by ODJFS or OhioMHAS who are involved in a youth's discharge planning and/or aftercare activities
- Who **needs** access within your agency
 - ODJFS Agencies:
 - Staff within each facility who will be responsible for documenting discharge planning discussions/activities, and aftercare supports provided to the youth and family
 - We recommend at least two staff within each facility have access
 - OhioMHAS Agencies:
 - Staff within each agency who will be responsible for documenting discharge planning discussions/activities, and aftercare supports provided to the youth and family for youth in Title IV-E agency custody
 - We recommend at least two staff within each facility have access

Confidentiality

- RTIS is a sub-system of Ohio SACWIS which means they share the same database. By sharing the same database information can flow freely between the 2 online systems without any intervention and without concerns of data being out-of-sync. To ensure data is protected, we are creating different views of the information captured within each system to ensure only the information which can be shared is shared.
- When a youth is in the custody of a Title IV-E Agency, the information entered in RTIS for that youth (demographic, education, medical, and characteristic information) will be visible and modifiable in SACWIS. The information entered in SACWIS for that youth will also be visible and modifiable in RTIS. By sharing the information for a youth, the hope is to reduce the data entry burden on both the Title IV-E Agency and the RTIS user and to have constantly up-to-date information for a youth.
- If an agency enters a direct placement into RTIS (a placement where the child is not in the custody of a IV-E Agency), that youth's information will not be visible to users within SACWIS.

Required Items

- All ODJFS Group Homes and Children's Residential Centers must utilize RTIS. OhioMHAS Class 1 and SUD/AOD sites are only required to use RTIS for children in Title IV-E agency custody; however, they can enter direct placements in RTIS as well.
- If the youth is in the custody of a Title IV-E Agency, the Title IV-E Agency will record the placement in Ohio SACWIS and then it will display in RTIS.
- Residential Agencies must document discharge planning activities, including the required monthly meetings to discuss the youth's discharge plan.
- Residential Agencies must document Aftercare Support Activities provided for a minimum 6-months post-discharge and any after-care services the youth and/or family is referred to and/or receives.

Policies

○ ODJFS

- **OAC 5101:2-9-42** Qualified Residential Treatment Program (QRTP)
- **OAC 5101:2-9-03** Staff Development and Evaluation
- **OAC 5101:2-33-70** Statewide Automated Child Welfare Information System (SACWIS) Access

○ OhioMHAS

- **OAC 5122-30-32** Qualified residential treatment program (QRTP)
- **OAC 5122-29-09.1** Substance use disorder qualified residential treatment program (QRTP) for youth