

Chapter: Safety & Emergency Procedures
Subject: Information to be Provided by Residential Facilities
& Community Engagement Plan
Section: 9.8
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ODJFS Rule: 5101:2-9-37; 5101:2-9-38
COA Standard: PA-ETH 1.0, 1.02, 1.03; AM 7.02
Revised: 9/3/19, 11/12/20, 3/3/21

Information to be Provided by NRTC

Within ten days of recertification, NRTC shall provide to the Montgomery County Sheriff's Office and the Jefferson Township Fire Department updated copies of the following:

1. A copy of NRTC's procedures for emergencies & disasters.
2. A copy of NRTC's medical emergency plan.
3. A copy of NRTC's community engagement plan.

Community Engagement Plan

Nicholas Residential Treatment Center (NRTC) is a 24-hour residential treatment facility, which is licensed by The Ohio Department of Job and Family Services and is a Department of the Montgomery County Court of Common Pleas, Juvenile Division.

In addition, and in effort to earn and sustain public access and trust through open and transparent operations, facility information is available and accessible to the public.

This transparency is demonstrated through the public distribution and/or website access to the Annual Report (financial reports, statistical and goal information), Court and facility websites (mission/vision statements, virtual tour, policies, contact information and program information), posted program handbooks, and ODJFS licensure verifications. The various methods of availability described above and listed in procedure below are meant to alleviate any access barriers. The website is administered by the Montgomery County Information and Technology department. Information is updated as needed in a timely manner as requested by NRTC. NRTC Leadership team and Board will review the website yearly to ensure accurate and updated information is posted on-line.

All matters of public concern for pertinent information shall be directed to the facility and/or Montgomery County Juvenile Court by the following procedure.

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Procedure

The community may find information about or make contact with the Nicholas Residential Treatment Center by using the following methods;

1. Explore the official Montgomery County Juvenile Court web site at www.mcjcoho.org
2. Write a request or submit documentation to:
Nicholas Residential Treatment Center
Montgomery County Juvenile Court
593 Infirmary Rd.
Dayton, Ohio 45417
Attn: Shannon Crabtree, Director
3. Telephone the facility 24-hours a day, 7 days per week at 937-496-7100.
4. Contact the Director, Shannon Crabtree, between the hours of 8:30am and 4:30pm Monday through Friday by calling 937-496-7100 or by email at scrabtree@mcjcoho.org
5. All requests for information, or for those who wish to communicate pertinent information to our facility, will be responded to within 10 business days, unless the Director is away from the facility for longer than that time frame. In such an event, the Director will respond within 24 hours of return to the facility. These protocols, along with contact information, shall be provided upon request to an individual.
6. Nicholas Residential Treatment Center staff will be trained on the implementation of the community engagement plan at the time of orientation of employment.
7. NRTC shall ensure staff are trained on procedures for responding to incidents involving a child at the facility and neighbors or the police as part of orientation training.
 - a. In the event of an incident involving a child at the facility and neighbors or the police, NRTC staff should follow the procedures for Notification & Documentation of Critical Incidents outlined in Policy 12.11.