

Bob Taft  
Governor



Jacqueline Romer-Sensky  
Director

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January 16, 2001

### **OWF/PRC Guidance Letter 9B**

TO: Directors, County Departments of Job & Family Services

FROM: Jacqueline Romer-Sensky, Director

SUBJECT: **Update on Prevention, Retention and Contingency (PRC) Reporting**

The purpose of this guidance letter is to inform counties about PRC data reporting requirements. This letter, in part, obsoletes guidance letter 9A.

ODJFS has learned, through discussion with many counties, that the collection of PRC data through the Paradox system is not meeting the needs of the counties, nor is it meeting ours. Effective immediately, ODJFS will no longer require counties to enter the PRC soft services into this system. Counties who may have found Paradox to be a helpful tool for collection of these services may continue to use the system for their own purposes.

With the participation of county representatives, ODJFS is developing a new data collection system. The new system will be done first as a pilot before being rolled out to all of the counties. In the interim, counties shall use the attached form, entitled, *Monthly County PRC and PRC-DR Soft Services Statistical Report*. This report is to be used only for PRC and PRC-DR soft services. Completed reports are to be sent by the 15<sup>th</sup> of the following month to:

Robert Colton  
Federal Reporting Section  
Office of Research, Assessment and Accountability  
4300 Kimberly Parkway, 3<sup>rd</sup> Floor  
Columbus, OH 43232

Reports may also be faxed to Mr. Colton at 614-995-0697 or e-mailed to him at [COLTOR@ODJFS.STATE.OH.US](mailto:COLTOR@ODJFS.STATE.OH.US)

All counties are requested to complete the report, even if there is no activity for the month. In the case of no activity, enter zeroes on the report.

**PRC Letter No. 9B**  
**January 16, 2001**

If counties have questions and need technical assistance regarding the report, please call Robert Colton at 614-752-6688 or David Ganzfried at 614-752-4862.

Counties **must** continue to enter all hard services into the CRIS-E system as outlined in Guidance Letter 9A. Additionally, all fiscal and quarterly PRC-DR reporting (in accordance with OWF/PRC Letter #7) must be continued. Counties are encouraged to continue any other collection of data activities they may have in place for purposes of audits and program monitoring.

/js

Attachment

cc:	Cheri Walter	Regional Account Managers	LouAnn Shy
	Wayne Sholes	Deputy Account Managers	Joel Rabb
	Deputy Directors	Technical Assistance Managers	Gerry Cain
	CCAO	Jeanne Carroll	Jane Frye
	PCSAO	Stan Sells	Kevin Giangola
	OJFSDA	Fiscal Supervisors	Keith Ewald
	Joel Potts	Robin Rice	