

Ohio Department of Job and Family Services
Bureau of Civil Rights (BCR)
Discrimination Complaint Process

Allegation of Discrimination, Harassment or Retaliation
Must be filed 180 days from the alleged act. For MEPA 2 years from the alleged act

Complaint filed with BCR
BCR will review and determine to accept or reject

Complaint filed with County Agency / One Stop
County Civil Rights Coordinator will review complaint and forward it to BCR

BCR screens complaint to determine jurisdiction, if not within jurisdiction, then it will be sent to the appropriate entity

If referred to entity case closed

Investigation
A BCR EEO representative will investigate allegations within 90 days from the acceptance date and issue the investigative report findings to the county agency and to the complainant/representatives. If accepted, BCR may offer the option to mediate.

BCR mediation process

Successful mediation

Unsuccessful mediation

Case closed

Probable Cause Finding
Investigative report revealed probable cause; BCR should identify the corrective action to be taken in the investigative report.

No Probable Cause Finding
Investigative report revealed no probable cause. If the Complainant does not agree with the finding, Complainant can appeal to the appropriate federal agencies.

Case closed

Corrective Action
If Respondent is not in agreement with the corrective actions, Respondent can appeal to the ODJFS Director

BCR reviews and monitor progress of the corrective actions until completed

Case closed

