

## **5122-26-14 Provider closing or acquisition.**

(A) If a provider certified by the department voluntarily closes, it shall give a thirty-day advance written notice to each of its current clients which specifies the date that the program will close. If a client is a minor, the program shall send notice to the minor client's parent or legal guardian, and to the minor in accordance with section [3719.012](#) of the Revised Code.

(1) A copy of this notice shall be placed in each client's clinical record.

(2) A copy of this notice shall be sent to the:

(a) Department's legal and regulatory service office responsible for compliance and certification of agencies.

(b) The boards for the counties in which the provider offers services.

(3) A program close-out audit shall be conducted which shall meet the department's guidelines and federal office of management and budget circulars.

(B) If a client will require ongoing services after the projected closing date, the provider shall:

(1) Refer the client to another provider certified by the department or to an individual in private practice who is qualified to provide the services needed; and,

(2) Have documentation to ascertain that the provider or private practice has accepted the client for admission. A progress note by a case manager or clinician stating the date, time and place that the client is scheduled for an intake interview will meet the requirements of this standard.

(C) If a program discontinues operations or is taken over or acquired by another entity, it shall comply with division (A)(15) of section [5119.28](#) of the Revised Code and 42 C.F.R., part 2, subsection 2.19 which govern the disposition of records by discontinued programs.

Effective: 4/1/2016

Five Year Review (FYR) Dates: 04/01/2021

Promulgated Under: [119.03](#)

Statutory Authority: [5119.36](#)

Rule Amplifies: [5119.36](#)