

# **CRAWFORD COUNTY COMMON PLEAS COURT JUVENILE DIVISION**

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## **LOCAL RULE 1— ACCESS TO COURT RECORDS**

1.1 Reports and supervision records of the Probation Department, including social histories and reports of any mental or physical examinations, and whether generated internally by the probation staff or provided to them by other outside community social service providers, shall be considered confidential information and shall not be made public. The inspection of probation records or other internal records by attorneys and other interested parties shall be governed by Juvenile Rule 32(C) and O.R.C. Sec. 2151.14(D)(1). No person shall be permitted to view the probation department's records or other internal records unless proper authorization is given by the Judge or Magistrate.

1.2 Official court records of cases involving juveniles shall be open for inspection by the parent(s), guardian(s), legal counsel or guardian ad litem of any child affected by any order of any proceeding. Otherwise such records shall not be available to any person except by order of the Judge or Magistrate or by written consent of the juvenile involved. Any person seeking access to case record information may be required to exhibit proper photo identification or other acceptable means of confirming their identification.

1.3 Any individual or entity that is authorized by an order issued pursuant to O.R.C. Sec. 251.414(D)(1) to obtain copies of specified records or specified information related to a particular child, shall file a written request for copies of the records or information with the Deputy Clerk. Said request shall specifically describe the type of records or the information requested, explain the need for the records or information and be accompanied by a copy of the order.

1.4 The records of adult cases shall be public record as provided by law.

1.5 Any unofficial case considered by the court staff, as provided in Juvenile Rule 9, shall not be subject to the provisions of the foregoing record access rules and no person shall have access to such records without an order of the Judge or Magistrate or by the written consent of the juvenile involved.

## **LOCAL RULE 2 — OFFICIAL RECORDING AND TRANSCRIPTS**

2.1 Pursuant to Juvenile Rule 37 and Superintendence Rule 11(A) the proceedings before the judge or magistrate will be recorded either by audio-electronic/magnetic or digital-electronic recording devices and preserved on magnetic tapes or digital discs and those preserved magnetic tapes or digital discs will be the official record of the court. If any other recording procedure is desired, it must be provided by the requesting party, who shall be solely responsible to make the necessary arrangements for the alternative procedure, including the payment of the cost thereof.

2.2 Any interested party may make a transcription of an electronically recorded proceeding. The party so requesting shall assume responsibility to arrange for the transcription from the preserved magnetic tape or digital disc and assume the cost thereof. The original or an exact duplicate of the original magnetic tape or digital disc will be made available by the court for this purpose. The original transcript created under this paragraph shall be filed with the court and shall supersede and replace the preserved audio or digital recording as the official record of the court.

2.3 Requests for transcripts for the benefit of indigent parties shall be submitted to the court by appropriate motion and supported by an affidavit of indigency so as to allow for a determination that the transcript should be prepared at public expense.

2.4 The court will allow a party or counsel for a party to a recorded proceeding to listen to the preserved electronic record of that hearing at the court offices at such time as would be available to the use of the equipment for that purpose.

2.5 No public use shall be made by any person, including a party, of any record or transcript thereof except in the course of an appeal or as authorized by an order of the court.

2.6 The preserved audio tape or digital disc record of a proceeding will be maintained by the court for a period of three (3) years from the date of the hearing. Any interested person desiring to preserve the record beyond that period of time must arrange to have the record transcribed as provided by paragraph 1.2 of this rule and file the original transcript in the underlying case.

2.7 Notwithstanding the foregoing, in all jury trials and permanent custody proceedings the record will be taken by a court reporter appointed by the court specifically for that proceeding.

### **LOCAL RULE 3 — CONTINUANCES**

3.1 No case in which a hearing date has been assigned, and Summons or Notice of Hearing thereon has been completed upon all other parties affected, shall be continued except for good cause shown and only by the Judge or Magistrate to whom the matter has been assigned. Specifically, Deputy Clerks and Probation Officers have not been granted any authority over continuances.

3.2 No hearing may be continued solely by the agreement of counsel or the parties without the permission of the Judge or Magistrate.

3.3 Except in exigent circumstances all continuance requests shall be made by written motion to the Judge or Magistrate to whom the matter had been assigned within three (3) days of the scheduled date for trial or hearing. The party requesting the continuance must have notified all other parties and attorneys of record, either in person, by telephone or in writing, prior to making said continuance request.

3.4 In situations where the request for a continuance is found to be well taken and sustained, the party so benefiting shall assume sole responsibility to prepare a Judgment Entry of Continuance and assume sole responsibility for adequate and sufficient Notice of the continued hearing date upon all other parties affected.

### **LOCAL RULE 4 — UNOFFICIAL INFORMAL CASES**

4.1 Pursuant to Juvenile Rule 9 the probation staff, in consultation with the Prosecutor's office or respective law enforcement agency as deemed necessary, may screen incoming complaints, prior to any official acceptance of the complaint, to determine whether the filing of the complaint is in the best interests of the youth and the community.

4.2 An informal intake conference and referral to any diversion programs may occur in lieu of formal adjudication for certain delinquency and unruly cases. Generally informal conferences and referrals to diversion programs will be available only for first time misdemeanor offenders and status offenders.

4.3 Although no formal adjudication or record shall result, to be eligible for an informal conference and diversion programming a youth must be willing to admit to the operative facts of the underlying complaint and acknowledge wrongdoing.

## **LOCAL RULE 5 — CUSTODY AND VISITATION PROCEDURES**

5.1 As the Juvenile Division of the Crawford County Common Pleas Court has identical family law interests in support, custody and visitation matters as the Domestic Relations Division of the Crawford County Common Pleas Court; and as the Judge and Magistrate of this Division have had extension involvement and participation in the development of the Local Rules of Court for the Domestic Relations Division numbers 25, 25.3, 26, 27, 28, 29, 30 and 50; and to provide uniformity for children whether born of wedlock or not, those same Domestic Relations Local Rules are herewith adopted as Local Rules for the Juvenile Division and the same are incorporated herein *in Coto* by reference, the same as if they were fully re-written herein at length and the same are applicable to all establishment and collection of support, custody, visitation and related issues cognizable before the Juvenile Division of the Court.

## LOCAL RULE 6 — CASE MANAGEMENT

The purpose of this rule is to enable the Court to expeditiously process the cases filed and establish consistent procedures for the management of those cases through effective and timely resolution. The time frames set forth in this rule are guidelines only and any failure to follow such time frames in individual cases shall not affect the Court's jurisdiction or be grounds for dismissal.

6.1 Parentage Cases: Within three (3) business days of the filing of a complaint to establish a parent/child relationship a Summons shall issue to all defendants as provided in the statute and the Rules of Civil Procedure.

(A) Upon the completion of service of summons, or upon a failure of service, the plaintiff or plaintiff's counsel shall be notified of that event. If there was failed service the plaintiff or plaintiffs counsel shall provide adequate instructions for completing service.

(B) Within fourteen (14) days after completion of the service of Summons, filing an answer or upon the written request of a party to the action a pre-trial conference shall be scheduled with Notice of Hearing thereof to all parties of interest.

(C) If genetic testing has been requested and ordered, a pre-trial shall be scheduled within fourteen (14) days of the results of the genetic testing being distributed to all parties affected.

(D) If a case has not resolved at pre-trial, after determining the number of witnesses to be called and the complexity of any issues involved, the case shall be scheduled for trial on a date certain, allowing adequate time upon the Court's calendar for the full development of the evidence at trial, and Notice of Hearing of said trial date shall be served upon all parties of interest and counsel of record.

(E) All parentage cases shall be resolved within twelve (12) months of the date of the filing of the Complaint or completion of the service of Summons, whichever is later.

6.2 Adult Contributing Cases: Within three (3) business days of the filing of the complaint the matter shall be scheduled for an arraignment and Summons to Appear for that date, together with a written explanation of legal rights and possible penalties form, shall issue to the defendant.

(A) At the arraignment, if the defendant enters a "not guilty" plea it shall be determined if the defendant elects to waive the speedy trial requirements and if the defendant desires to waive a trial by jury. In any event upon the entering of a "not guilty" plea a determination of the number of witnesses anticipated to be called and after ascertaining the complexity of any issues involved the matter shall immediately be scheduled for a pre-trial and also for trial on a date certain, allowing adequate time upon the calendar for the full development of the evidence at trial, and Notice of Hearing of said pre-trial date and trial date shall be served upon the defendant and any counsel of record.

(B) If the defendant enters a "guilty" plea at the arraignment or after being adjudged guilty by a jury or the judge alone, the case shall immediately proceed to sentencing. Adjudication and sentencing will be bifurcated only upon good cause shown.

(C) All adult criminal proceedings will comply with the speedy trial requirements as set forth in O.R.C. Sec. 2945.71(B)(2).

6.3 Child Welfare Cases: All cases alleging dependency, neglect or abuse of a child shall be governed by the following guidelines.

(A) Shelter Care Hearings: When a child has been removed from home a probable cause for the removal hearing will be held the next business day or within seventy-two (72) hours, whichever is earlier. Service of the Notice of Hearing of the scheduled Shelter Care Hearing upon the child's parents shall be the responsibility of the child welfare agency. A review of the necessity for continued shelter care may be requested by any party to the proceeding as provided in O.R.C. Sec. 2151.314(C).

(B) Adjudicatory Hearings: Within seventy-two (72) hours of the filing of a complaint alleging dependency, neglect or abuse a *guardian ad litem*, as may be required by statute, shall be appointed for the child and the matter shall be scheduled for adjudication within thirty (30) days after the earlier of the date of filing the complaint or the date of the child's removal from home and Summons to Appear for that date, together with an explanation of legal rights and possible dispositions form, shall issue to the parents, a guardian or other person having care of the child. Any continuance of the adjudicatory hearing date shall be only as provided in O.R.C. Sec. 2151.28(A)(2) or as the interests of justice and fundamental fairness may require.

(C) Dispositional Hearings: It is the preference of this Court that with all parties properly notified and appearing for the adjudicatory hearing, and with the consent of all parties, to adjourn the proceedings, if requested, to allow the private discussion of the dispositional issues and then to reconvene and proceed with the dispositional hearing immediately following the adjudicatory hearing. However, should any party request a bifurcation, then a separate dispositional hearing shall be scheduled, to be conducted before the expiration of ninety (90) days from the date of the filing of the complaint and a Notice of Hearing thereof shall be served upon all parties of interest and their counsel of record.

6.4 Delinquency and Unruly Cases: All case involving delinquency offenses or status offenses shall be governed by the following guidelines.

(A) Detention Hearings: A probable cause hearing for the use of detention shall be held the next business day after a youth has been placed into detention or within seventy-two (72) hours thereafter, whichever is earlier. Reasonable oral notice of the date and time of the hearing shall be given to the youth's parents, guardian or other person having custody of the youth, if that person or those persons can be reasonably located. If the youth is continued in detention, then a rehearing upon the continued necessity for detention shall be conducted at least every fifteen (15) days, as provided in Juvenile Rule 7(G), with notice thereof as set forth before.

(B) Adjudicatory Hearings: Within three (3) business days of the filing of the complaint the matter shall be scheduled for an initial appearance/arraignment and Summons to appear for that date, together with an explanation of legal rights and possible disposition form, shall issue to the youth, the youth's parents, guardian or other person having custody of the youth. At the initial appearance/arraignment if the youth admits to the allegations of the complaint then the Court shall proceed to an adjudication of being delinquent or unruly. If the youth denies, then after determining the number of witnesses anticipated to be called and after ascertaining the complexity of any issues involved, the matter shall immediately be scheduled for trial on a date certain, allowing adequate time upon the calendar for the full development of the evidence at trial and Notice of said trial date shall be given to all parties concerned by providing them a copy of the Judgment Entry of the initial appearance/arraignment hearing before they depart the court offices. The adjudication on the merits shall be conducted before the expiration of ninety (90) days from the date of the filing of the complaint or completion of the service of Summons, whichever is later.

(C) Dispositional Hearings: It is the preference of this Court that with all parties properly notified and appearing for the adjudicatory hearing, and with the consent of all parties, to adjourn the proceedings, if requested, to allow for the private discussion of the dispositional issues and then to reconvene and proceed with the dispositional hearing immediately following the adjudicatory hearing. However, should any party request a bifurcation, then a separate dispositional hearing shall immediately be scheduled and Notice of said continued dispositional hearing date shall be given to all parties concerned by providing them a copy of the Judgment Entry of the adjudicatory hearing before they depart the court offices.



6.5 Traffic Cases: All cases involving juvenile traffic offenses shall be governed by the following guidelines.

(A) Intake Screening: Within three (3) business days of receiving a traffic citation it shall be determined whether it should proceed as an official case or be processed in the waiver program. If the case is to be processed in the waiver program then the procedures set forth in Local Rule 7 shall be followed.

(B) Adjudicatory Hearings: If the case is to proceed as an official case then it shall be scheduled for an initial appearance/arraignment and Summons to appear for that date, together with a written explanation of legal rights and possible dispositions, shall issue to the youth, the youth's parents, guardian or other person having custody of the youth. If the youth admits then the case shall immediately proceed to adjudication of the merits of the citation. If the youth denies, then after determining the number of witnesses anticipated to be called and after ascertaining the complexity of any issues involved, the matter shall be immediately scheduled for trial on a date certain, allowing adequate time upon the calendar for the full development of the evidence at trial and Notice of said trial date shall be given to all parties concerned by providing them a copy of the Judgment Entry of the initial appearance/arraignment hearing before they depart the court offices. The adjudication on the merits shall be conducted before the expiration of ninety (90) days from the date of the filing of the citation or completion of the service of Summons, whichever is later.

(C) Dispositional Hearings: It is the preference of this Court that with all parties properly notified and appearing for the adjudicatory hearing, and with the consent of all parties, to adjourn the proceedings, if requested, to allow for the private discussion of the dispositional issues and then to reconvene and proceed with the dispositional hearing immediately following the adjudicatory hearing. However, should any party request a bifurcation, then a separate dispositional hearing shall be set for a date certain and Notice of said continued dispositional hearing date shall be given to all parties concerned by providing them a copy of the Judgment Entry of the adjudicatory hearing before they depart the court offices.

6.6 Motions: All cases involving motions for custody, visitation, support enforcement, support modification or other matters shall be governed by the following guidelines.

(A) Within three (3) business days of the filing of a motion a Notice of Hearing or Summons to appear for a preliminary hearing shall issue to all respondents.

(B) If the matter has not resolved at the preliminary hearing, after determining the number of witnesses to be called and the complexity of any issues involved, the matter shall be scheduled for trial on a date certain, allowing adequate time upon the calendar for the full development of the evidence at trial and Notice of said trial date shall be served upon all respondents and any counsel of record.

(C) Notice of Hearing or Summons to appear upon Motions in Contempt shall comply with the specific notice requirements set forth in O.R.C. Sec. 2705.031(C).

(D) All custody and visitation motions shall be resolved within one hundred twenty (120) days of the filing of the motion or service of summons, whichever is later.

6.7 Permanent Custody Motions: The specific procedures set forth in O.R.C. Sections

2151.413 and 2151.414 will be followed in considering all permanent custody matters.

## LOCAL RULE 7 — TRAFFIC WAIVER PROCEDURES

Pursuant to Rule 13.1 of the Ohio Traffic Rules the Crawford County Juvenile Court hereby establishes a procedure for the waiver of appearance and entry of plea of admission in writing and the acceptance of a predetermined disposition for certain juvenile traffic offenders.

7.1 Intake Screening: Within three (3) business days of receiving a traffic citation it shall be determined if the youth is eligible for the waiver procedure.

7.2 Eligibility for the Waiver Procedure: Eligibility for the Waiver Procedure shall consist of determining the following factors:

- (a) the youth is between the ages of 14 and 18 at the time of the violation.
- (b) this is the first violation for the youth.
- (c) the violation is not an offense listed in Traffic Rule 13(B)(1) to (5) and (7) to (9).
- (d) the offense did not involve a traffic accident.
- (e) the youth presented adequate proof of Financial Responsibility at the time of the violation.

7.3 Notice of Availability of Waiver Procedure: If the youth is eligible for the Waiver Procedure then the Clerks shall send a Notice and Explanation of the procedure to the youth and his parents. The youth and his parents shall be advised they have only thirty (30) days to elect this procedure or otherwise the youth and his parents will be summoned to appear to answer to the underlying citation.

7.4 Exercise of the Waiver Procedure: The youth and a parent, guardian or custodian together must appear in person before a Clerk and enter a written admission to the allegations of the citation; pay a fine of Fifty Dollars (\$50.00) for a moving or equipment violation, a fine of Thirty Dollars (\$30.00) for no seat belt as a driver and a fine of Twenty Dollars (\$20.00) for no seat belt as a passenger; pay the court costs associated with the particular presenting offense; and present proof of completing an approved Driver Safety Education Course. The waiver of appearance procedure shall constitute an admission to the traffic violation and a waiver of the rights of a trial before the court, to cross-examine witnesses, to subpoena witnesses on his behalf, to remain silent and to representation by legal counsel.

7.5 Records: All cases processed through the Waiver Procedure shall be docketed, assigned a case number and recorded for identification and statistical reporting purposes.

7.6 Failure to Exercise the Option: if the youth, a parent, guardian or custodian does not exercise the option within the thirty (30) days allowed, then the citation shall proceed to summons for an appearance before the court to formally answer to the allegations of the citation.

## **LOCAL RULE 8 - COURT APPOINTED COUNSEL**

In accordance with Rule 8(B) and (C) of the Rules of Superintendence, O.R.C. Chapter 120 and Ohio Administrative Code Section 120-1-10 (J) and (L) this court adopts the following procedures for court appointed counsel. Any licensed attorney in good standing to be considered for inclusion, review, advancement in qualifications or removal from the available pool of appointed counsel shall complete a written application upon a form developed by the court. Each attorney desiring to be included on, advanced on or removed from the court's appointed counsel pool shall submit their application on or before the 30<sup>th</sup> day of June of each year beginning in 2016.

8.1 The clerks shall establish and maintain a list of all attorneys that have applied to be included and been approved to be court appointed counsel.

8.2 The clerks, in consultation with the Director of Court Services, Magistrate or Judge, as the circumstances may require, shall determine who is qualified to handle the presenting case and shall appoint the attorney's name who appears at the top of the list so maintained. Once that attorney is appointed a case, the attorney's name shall rotate from the top of the list to the bottom of the list. The court wishes to ensure that the appointments are distributed as equitable as possible among those qualified for such appointments. However, this court must handle emergency case filings that have time-frame deadlines imposed by statute, the rules of procedure and the administrative code for completion of a particular hearing, so in those instances the availability of any attorney becomes of paramount importance. Further, in the interests of justice and appropriate effective representation, the court may select an attorney who is not next of the list if the court determines that individual attorney's skill, expertise and experience is particularly well suited for the complexity of a given case or the respondent involved. Further, the court may deviate from the list based on an attorney's current burdensome caseload or geographical availability to the particular respondent involved.

8.3 Qualifications to be appointed for each case shall as far as is practicable be determined by the provisions of Ohio Administrative Code Section 120-1-10(J) and (L) together with demonstrated knowledge of family law and those particular procedures.

8.4 The clerks shall maintain a record of all appointments of counsel, their applications setting forth their qualifications to accept cases based upon degree and severity of the offense and also maintain a record of each attorney's declining an appointment. If an attorney refuses to accept an appointment offered without justifiable cause, the attorney shall be treated as if they did receive the appointment and shall be moved to the bottom of the list. Repeated refusals of appointments without justifiable cause shall be grounds for removal from the court appointed counsel list.

8.5 The court reserves the right to remove any attorney on the court appointed counsel list if the court determines that attorney can no longer effectively represent the respondent.

8.6 An attorney who does not meet the requirements of Ohio Administrative Code Section 120-1-10(J) and (L) may request an exemption for exceptional circumstances by following the procedure set forth in Subsection (0) of that administrative code section.

8.7 Compensation for the services provided as court appointed counsel shall be submitted upon forms developed and approved by the Ohio Public Defenders Office as the same may be revised and modified from time to time and shall be at the rate established by Resolution of the Crawford County Commissioners as that may be revised and modified from time to time.

8.8 If pursuant to Juvenile Rule 4(G) and O.R.C. Sec. 120.33(A)(4) the court shall require a respondent to pay all or a portion of the court appointed counsel fees directly to the court appointed attorney, then that attorney shall comply with the provisions of Superintendence Rule 8(D).

Revised: May 16, 2016

## **LOCAL RULE 9 — JURY MANAGEMENT PLAN**

8.1 The jury management plan for the Juvenile Division of the Crawford County Common Pleas Court shall be the same as the jury management plan for the General Division of the Crawford County Common Pleas Court as set forth in Local Rule 1.5 of the Local Rules for the General Division of the Crawford County Common Pleas Court and the same is incorporated herein *in toto* by reference, the same as if it were fully rewritten herein at length.

## **LOCAL RULE 10 — COURT SECURITY PLAN**

9.1 On January 22, 1998, this division of the Crawford County Common Pleas Court, in conjunction with the General and Domestic Relations Divisions of the Crawford County Common Pleas Court, entered into and implemented a local Court Security and Procedure Plan as required by Rule 9 of the Rules of Superintendence for the Courts of Ohio. The plans various strategic components for surveillance and emergency response procedures are considered confidential and not a matter of public record. All persons transacting business with the court or participating in proceedings before the court shall be subject to the Crawford County Court Security and Procedure Plan as adopted and from time to time as amended.

## **LOCAL RULE 11 — MEDIATION**

10.1 Pursuant to O.R.C. Sec. 3109.052 the General Division of the Crawford County Common Pleas Court adopted a mediation program plan as set forth in Local Rule 50 of the Local Rules of Court for the General Division of the Crawford County Common Pleas Court and the same is incorporated herein *in toto* by reference, the same as if it were fully re-written herein at length.

10.2 In any matter determined to be appropriate by the judge or magistrate the parties may be ordered to participate in mediation of the presenting disagreement and the formal proceedings thereon shall be stayed until completion of the mediation process.

## **LOCAL RULE 12 — COMPETENCY PROCEEDINGS**

11.1 General Purpose: The purpose of this rule is generally to expedite proceedings under Sections 2152.51 through 2152.59 of the Ohio Revised Code, to ensure that proper notice of competency hearings is provided to the appropriate persons, and to ensure that any proceedings on an underlying delinquency complaint are stayed pending the determinations to be made under the foregoing sections.

11.2 Stay of Proceedings: Upon properly raising the issue of a youth's competency, notwithstanding the provisions of Juvenile Rule 29 for scheduling adjudications but pursuant to the provisions of O.R.C. Sec. 2152.51(B), any proceedings on the underlying delinquency complaint shall be stayed pending the complete resolution of the issue of competency. If the court enters a determination that the youth is not then competent but could likely attain competency the order staying the underlying delinquency proceedings shall remain in full force and effect until such time as the youth is determined to have attained competency or the proceeding is dismissed.

11.3 Expedited Hearings: Juvenile competency proceedings shall be scheduled, heard and decided on an expedited basis. Hearings and required determinations in juvenile competency proceedings shall be held and concluded in strict compliance with the applicable timelines and deadlines as established in Sections 2152.51 through 2152.59 of the Ohio Revised Code.

11.4 Notice of Hearings: Initial written notice of hearing, together with a copy of the Motion, shall be served upon the prosecuting attorney, the youth's attorney, the youth's guardian ad litem, if any, and the youth's parents, guardian, or custodian as is provided in Civil Rule 5. Upon the conclusion of each hearing, the court shall provide written notice to all interested parties of the date and time of the next scheduled hearing. Mailed notice shall not be required for any party or other individual designated in this rule to which notice of the next hearing was provided in writing upon conclusion of the immediately preceding hearing.

## **LOCAL RULE 13 — ELECTRONICALLY PRODUCED TRAFFIC TICKET**

12.1 Authorization: The use and filing of a traffic ticket that is produced by computer or other electronic means is hereby authorized in the Crawford County Juvenile Court by any law enforcement agency within Crawford County.

12.2 Filing: Any law enforcement agency within Crawford County is hereby authorized and permitted to submit and file a computer produced or other electronically generated traffic ticket by directly downloading to the Crawford County Juvenile Court data base either digitally or electronically by a mutually compatible protocol.

12.3 Form of ticket: A traffic ticket produced by computer or other electronic means shall conform in all substantive respects, including layout and content, to the "Ohio Uniform Traffic Ticket" set forth in the Appendix of Forms of the Ohio Traffic Rules.

12.4 Parent or Custodian Information: As Juvenile Rule 15(A) requires the service of summons upon both parents or the youth's custodian, the law enforcement officer issuing the traffic ticket shall collect, record and transmit the information of the youth's parents and/or custodians names and addresses to the court for proper processing of the case.

12.5 Copy to respondent: If a traffic ticket is issued at the scene of an offense, the issuing law enforcement officer shall provide the respondent with a paper copy of the ticket and otherwise comply with the duties and provisions of Traffic Rule 3(E).

12.6 Signature of respondent: A traffic ticket produced by computer or other electronic means will not require the signature of the respondent.

12.7 Applicability: The purpose and scope of this rule is limited to the use and filing of "e-tickets" or "paperless tickets."

12.8 Effective date: September 15, 2014