

Community Engagement Plan
KELLY Youth Services, Inc.
Cincinnati, OH

1 Kelly Youth Services, Inc. (KYS) community engagement plan includes: protocols for the community to communicate concerns or other pertinent information regarding organization's residential facilities:

(a) Contact phone number for organization: (513) 761-0700. The individual can call administrative office Monday - Friday 9am - 5pm to express any concerns and/or obtain pertinent information about the organization's residential facility. The Administrative Assistant will take the call and relay any and all information to Administrator and/or Executive Director within 24 hours and one of the executive staff members will respond to concerns within two (2) business days.

(b) Organization email address: Administrator@kysinc.com or kellyyouth@kysinc.com (Executive Director) is where individual can send concerns or obtain any pertinent information about organization's residential facility. The Administrator or Executive Director will respond via email within two (2) business days.

2 KYS will provide all applicable information in which residential facility is located as follows (OAC 5101:2-9-38):

(a) Upon request the Administrator or Executive Director will provide all applicable information to an individual or community leader within two (2) business days.

(b) KYS company website: www.kellyyouthservices.com contains organization community engagement plans. Request for additional information can be made via website. Request for additional information via website will be provided by executive staff member with two (2) business days.

3 KYS time frame protocols for responding to community request: request made via message through Administrative Assistant will be delivered within twenty-four (24) hours. KYS Administrator or Executive Director will respond to any concerns within two (2) business days.

KYS residential facility staff are trained on the implementation of the community engagement plan and procedures for responding to incidents involving the police.