

**Holmes County Juvenile Court  
Judge Thomas C. Lee**

**Emergency Custody Request  
Procedure**

If you are seeking an emergency order of custody because of concerns about the safety of a child the following procedure must be followed:

1. You must first contact Holmes County Children's Services (HCCS) at 330-674-1111 and explain your concerns. HCCS personnel are required by Ohio law to consider your concerns and conduct an investigation if certain requirements are met.
2. If HCCS personnel decide an investigation is not warranted, or if an investigation is performed but no action is taken by HCCS, you may then request an emergency custody order from Juvenile Court.
3. **Your request for an emergency custody order will only be considered if you have reliable information that the child is in immediate danger of suffering serious physical or emotional harm.** You will be required to testify about the reason(s) for your concern. If you testify falsely, you may be prosecuted for Perjury and/or Contempt of Court, both of which carry the potential of jail time if you are convicted.
4. If the Court grants your request for an emergency custody order your case will be scheduled for a review hearing to be held within seventy-two (72) hours. The other parties will be notified and will be expected to attend.
5. If the Court does not grant your request for an emergency custody order your case will be scheduled for an initial hearing to be held as soon as the Court's docket allows.
6. Juvenile Court Clerks are prohibited from giving you any legal advice whatsoever. They also are prohibited from giving their opinion about whether the Court will grant your request for an emergency custody order.