

PERSONAL IDENTIFIERS PUBLIC NOTICE

Effective July 1, 2009

The Supreme Court of Ohio Commission on the Rules of Superintendence has developed **Public Access Rules 44 through 47** with the intent to “Strike a balance between the fundamental principal of openness of Court records and the importance of privacy rights of individuals”.

SUPERINTENDENCE RULE 45

Requires the filing party to omit “Personal identifiers” when filing a case document with the court. These identifiers include:

1. Social security numbers, except for the last 4 digits
2. Financial account numbers
3. Employer and employee identification numbers
4. Juvenile’s name in abuse, neglect and dependency cases

THE COURT OR CLERK OF COURTS

1. Are NOT REQUIRED to review documents to find personal identifiers.
2. May not refuse to file a document because personal identifiers are contained in said document.

The filing party should file a redacted copy of any pleading filed with the clerk and use the Personal Identifier Form to list the following:

1. Social security numbers, except for the last 4 digits
2. Financial account numbers
3. Employer and employee identification numbers
4. Juvenile’s name in abuse, neglect and dependency cases

This Personal Identifier Form is a confidential record for court use only and will not be available for public viewing.

Any person may request access to documents that have been restricted or redacted through written Motion to the Court.