

Emergency Capacity Instructions

Effective immediately, the process for requesting **emergency waiver capacity** via email or fax, on the attached form, will continue until a web-based application process is implemented.

Requests for additional emergency waiver capacity should be directed to waivercapacity-support@list.dodd.ohio.gov or Faxed at: (614) 644-0501.

As set forth in the attached form, the request for emergency waiver capacity shall:

- Indicate authorization from the Superintendent or COG Director
- State the name of the person(s) for whom the emergency waiver capacity is being requested
- Include an attestation that the person(s) meets the statutory definition of emergency status
- Include the emergency category for each person
- Include the waiver type (IO or Level I) being requested for each person