

COMPLIANCE REQUIREMENTS R501-19	Y E S	N O	N /	N A C T	COMMENTS
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<p>3. Children and Youth</p> <ul style="list-style-type: none"> a. a licensed physician, or consulting licensed physician, b. a licensed psychologist, or consulting licensed psychologist, and c. a licensed mental health therapist, or consulting licensed mental health therapist, to provide a minimum of one hour of service to the program per week per consumer enrolled. d. A licensed medical practitioner, by written agreement, is available to provide, as needed, a minimum of one hour of service per week for every two consumers enrolled. e. Other staff trained to work with emotionally and behaviorally disturbed, or conduct disordered children and youth are under the supervision of a licensed clinical professional. f. A minimum of two staff on duty and, a staff ratio of no less than one staff to every four consumers exists at all times, except nighttime sleeping hours when staff ratios may be reduced. g. A mixed gender population has at least one male and one female staff on duty at all times. <p>4. Services for People with Disabilities programs have a staff person responsible for program supervision and operation of the facility. Staff person is adequately trained to provide the services and treatment stated in the consumer plan.</p>					
<p>R501-19-6. Direct Service. Treatment plans are reviewed and signed by the clinical supervisor, or other qualified individuals for DSPD services. Plans are reviewed and signed as noted in the treatment plan.</p>				*	
<p>R501-19-7. Physical Facilities.</p> <p>A. Program provides written documentation of compliance with the following items as applicable:</p> <ul style="list-style-type: none"> 1. local zoning ordinances, 2. local business license requirements, 3. local building codes, 4. local fire safety regulations, 5. local health codes, and 6. local approval from the appropriate government agency for new program services or increased consumer capacity. 					
<p>B. Building and Grounds</p> <ul style="list-style-type: none"> 1. Program ensures that the appearance and cleanliness of the building and grounds are maintained. 2. Program takes reasonable measures to ensure a safe physical environment for consumers and staff. 					
<p>R501-19-8. Physical Environment.</p> <p>A. Live-in staff have separate living space with a private bathroom.</p>					
<p>B. Program has space to serve as an administrative office for records, secretarial work and bookkeeping.</p>					
<p>C. Indoor space for free and informal activities of consumers is available.</p>					
<p>D. provision is made for consumer privacy.</p>					
<p>E. Space is provided for private and group counseling sessions.</p>					

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<p>F. Sleeping Space</p> <ol style="list-style-type: none"> 1. No more than four persons, or two for DSPD programs, are housed in a single bedroom. 2. A minimum of 60 square feet per consumer is provided in a multiple occupant bedroom. Storage space is not counted. 3. A minimum of 80 square feet per individual is provided in a single occupant bedroom. Storage space is not counted. 4. Sleeping areas have a source of natural light, and are ventilated by mechanical means or equipped with a screened window that opens. 5. Each bed, none of which are portable, is solidly constructed, and is provided with clean linens after each consumer stay and at least weekly. 6. Sleeping quarters serving male and female residents is structurally separated. 7. Consumers are allowed to decorate and personalize bedrooms with respect for other residents and property. 					
<p>G. Bathrooms</p> <ol style="list-style-type: none"> 1. Program has separate bathrooms for males and females. These are maintained in good operating order and in a clean and safe condition. 2. Bathrooms accommodate consumers with physical disabilities as required. 3. Bathrooms are properly equipped with toilet paper, towels, soap, and other items required for personal hygiene. 4. Bathrooms are ventilated by mechanical means or equipped with a screened window that opens. 5. Bathrooms meet a minimum ratio of one toilet, one lavatory, and one tub or shower for each six residents. 6. There are toilets and baths or showers that allow for individual privacy. 7. There are mirrors secured to the walls at convenient heights. 8. Bathrooms are located to allow access without disturbing other residents during sleeping hours. 					
<p>H. Furniture and equipment is of sufficient quantity, variety, and quality to meet program and consumer needs.</p>					
<p>I. All furniture and equipment is of sufficient quantity, variety, and quality to meet program and consumer needs.</p>					
<p>J. If program permits individuals to do their own laundry they provide equipment and supplies for washing, drying, and ironing.</p>					
<p>K. If program provides for common laundry of linens and clothing, they provide containers for soiled laundry separate from storage for clean linens and clothing.</p>					
<p>L. Laundry appliances are maintained in a clean and safe condition.</p>					
<p>R501-19-9. Food Service.</p>					
<p>A. One staff is responsible for food service. If this person is not a professionally qualified dietitian, regularly scheduled consultation with a professionally qualified dietitian is obtained. Meals are served from dietitian-approved menus.</p>					
<p>B. Staff responsible for food service maintain a current list of consumers with special nutritional needs and record in the consumer's service record information relating to special nutritional needs and provide for nutrition counseling where indicated.</p>					
<p>C. Program establishes and posts kitchen rules and privileges according to consumer needs.</p>					
<p>D. Consumers present in the facility for four or more consecutive hours are provided nutritious food.</p>					
<p>E. meals may be prepared at the facility or catered.</p>					
<p>F. Kitchens have clean, operational equipment for the preparation, storage, serving, and clean up of all meals.</p>					
<p>G. Adequate dining space is provided for consumers. Dining space is maintained in a clean and safe condition.</p>					
<p>H. If meals are prepared by consumers there is a written policy to include the following:</p>					

COMPLIANCE REQUIREMENTS R501-19	Y E S	N O	N /	N A CONT RACT	COMMENTS
1. rules of kitchen privileges, menu planning and procedures, 2. nutritional and sanitation requirements, and 3. schedule of responsibilities.					
R501-19-10. Medication.					
A. Program has locked storage for medications.					
B. Program has locked storage for hazardous chemicals and materials, according to the direction of the local fire authorities.					
C. Prescriptive medication is provided as prescribed by a qualified person, according to the Medical Practices Act.					
D. Program has designated qualified staff, who is responsible to: 1. administer medication, 2. supervise self-medication, 3. record medication, including time and dosage, according to prescription, and 4. record effects of medication.					
R501-19-11. Specialized Services for Substance Abuse.					
A. Program does not admit anyone who is currently experiencing convulsions, in shock, delirium tremens, in a coma, or unconscious.					
B. At a minimum the program documents that direct service staff complete standard first aid and CPR training within six months of being hired. Training is updated as required by the certifying agency.					
C. Before admission, consumers are tested for Tuberculosis. Both consumers and staff are tested annually or as directed by local health authority.					
R501-19-12. Specialized Services for Programs Serving Children and Youth.					
A. Provisions are available for adolescents to continue their education with a curriculum approved by the State Office of Education.					
B. If program provides their own school it is recognized by an educational accreditation organization, i.e., State Board of Education or the National School Accreditation Board.					
C. Individual, group, couple, and family counseling sessions or other appropriate treatment, including skills development, is conducted at least weekly, or more often if defined by the treatment plan. The consumer's record documents the time and date of the service provided with signature of the counselor.					
D. An accurate record is kept of all funds deposited and withdrawn with the residential facility for use by a consumer. Consumer purchases of over \$20.00 per item, are substantiated by receipts signed by consumer and appropriate staff.					
R501-19-13. Specialized Services for Division of Services for People with Disabilities.					
A. Rules governing the daily operation and activities of the facility are available to all consumers and visitors, and applies to family members, consumers, and staff that come into the facility.					
B. Program has policy specifying the amount of time family or friends may stay as overnight guests.					
C. All consumers have an individual plan that addresses appropriate day treatment.					
D. A monthly schedule of activities is shared with the consumer and available on request. Schedules are filed and maintained for review.					
E. Record of income, earned, unearned, and consumer service fees, is maintained by the provider.					
F. Facility is located where school, church, recreation, and other community facilities are available.					
G. An accurate record is kept of all funds deposited with the facility for use by a consumer. The record contains a list of deposits and withdrawals. Consumer purchases of over \$20.00 per item, is substantiated by receipts signed by consumer and professional staff. A record is kept of consumer petty cash funds.					
H. Program, in conjunction, with parent or guardian and DSPD support coordinator, applies for unearned income benefits for which a consumer is entitled.					