

TOP 10 CITATIONS
Child Care Institution
Between 7/1/2017 - 9/30/2017

<u>TIMES CITED</u>	15	<u>REG TEXT</u>	A service and room, board and watchful oversight plan shall be developed by the child's Human Services Professional in concert with the child's primary Child Care Worker, meaning the worker who has responsibility for supervision of the child in the living unit where the child resides. The plan shall contain the following data:
<u>% of all written</u>	4.34%		
<u>TAG# / REG #</u>	1003		
<u>TITLE</u>	Assessment and Planning.		
			1. The results of the assessment and identified needs;
			2. Statements of time-limited goals and objectives for the child and family and methods of achieving them and evaluating them;
			3. Statements of activities to be followed by the child and staff members in pursuit of the stated goals and objectives;
			4. Statements of any special care and services that will be arranged for or provided directly;
			5. Statements of goals and preliminary plans for discharge;
			6. Statements about the types of discipline that should be employed when necessary; and
			7. Statements about any restrictions of communications or visitations with any persons; such statements shall clearly show that the health, safety, and welfare of the child would be adversely affected by such communications or visits.

<u>TIMES CITED</u>	14	<u>REG TEXT</u>	[Written personnel records] records shall include the following: ...
<u>% of all written</u>	4.05%		
<u>TAG# / REG #</u>	0833		4. Documentation of at least two professional, educational, or personal references that attest to the person's capabilities of performing the duties for which they are employed and to the person's suitability of working with or around children; ...
<u>TITLE</u>	Recordkeeping. Personnel Records.		

<u>TIMES CITED</u>	11	<u>REG TEXT</u>	Reporting. Detailed written summary reports shall be made to the Department of Human Resources, Office of Regulatory Services, Residential Child Care Unit via email or fax on the required incident intake information form (IIIF) within 24 hours.
<u>% of all written</u>	3.18%		
<u>TAG# / REG #</u>	0861		
<u>TITLE</u>	Reporting.		

<u>TIMES CITED</u>	11	<u>REG TEXT</u>	[The written case record] for each child which shall include the following: ...
<u>% of all written</u>	3.18%		
<u>TAG# / REG #</u>	0818		5. Documentation of current custody if not placed by natural or adoptive parents; ...
<u>TITLE</u>	Recordkeeping. Case Records.		
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<u>TIMES CITED</u>	10	<u>REG TEXT</u>	A general physical examination of the child shall be provided within 72 hours (excluding weekends and holidays) of admission unless such an examination has been completed within one year prior to admission.
<u>% of all written</u>	2.89%		
<u>TAG# / REG #</u>	1208		
<u>TITLE</u>	Health Services.		
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<u>TIMES CITED</u>	10	<u>REG TEXT</u>	Program Description and Implementation. In accordance with these rules and regulations, a licensed child caring institution shall develop, implement and comply with written policies and procedures that describe the range of services including room, board and watchful oversight and the manner in which such services will be provided by the facility. Such policies and procedures shall describe how identified services will be provided, the specific emergency safety intervention plan, including the emergency safety interventions, that will be used, and how such services will be assessed and evaluated. A program description must show what services are provided directly by the facility and how it will coordinate its services with those provided by any Medicaid rehabilitation option provider or other available community or contract resources.
<u>% of all written</u>	2.89%		
<u>TAG# / REG #</u>	0801		
<u>TITLE</u>	Administration and Organization.		
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<u>TIMES CITED</u>	10	<u>REG TEXT</u>	The child, and the parent(s) or guardian(s), or child placing agency representative shall be involved in the development of the service and room, board and watchful oversight plans, and its periodic updates as described below.
<u>% of all written</u>	2.89%		
<u>TAG# / REG #</u>	1010		
<u>TITLE</u>	Assessment and Planning.		
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<u>TIMES CITED</u>	8	<u>REG TEXT</u>	Behavior Management. Every institution shall develop and implement policies and procedures on behavior management. Such policies and procedures shall set forth the types of children served and room, board and watchful oversight capacities in accordance with its program purpose, the anticipated behavioral problems of the children, and acceptable methods of managing such problems.
<u>% of all written</u>	2.31%		
<u>TAG# / REG #</u>	1400		
<u>TITLE</u>	Behavior Management.		
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<u>TIMES CITED</u>	8	<u>REG TEXT</u>	A written description of the institution shall be provided to the child, the parent(s) or guardian(s), or placing agency and shall include:
<u>% of all written</u>	2.31%		
<u>TAG# / REG #</u>	0916		
<u>TITLE</u>	Referral and Admission.		1. The institution's program purpose and program description; 2. The description of service planning and normal daily routines of children; 3. The description of health services including how the institution handles illnesses, injuries, and medical emergencies (life-threatening, limb-threatening, and function-threatening conditions); 4. The institution's policies and procedures for behavior management and grievances; 5. Policies and procedures for visiting hours and communications with persons outside the institutions; 6. The names and telephone numbers of the child's designated Human Services Professional and primary Child Care Worker; and 7. Schedule of fees if placement is not done under a Purchase of Service Agreement.

<u>TIMES CITED</u>	8	<u>REG TEXT</u>	Staffing. The institution shall have sufficient numbers of qualified and trained staff as required by these rules to provide for the needs, care, protection, and supervision of children. All staff and volunteers shall be supervised to ensure that assigned duties are performed adequately and to protect the health, safety and well-being of the children in care.
<u>% of all written</u>	2.31%		
<u>TAG# / REG #</u>	0840		
<u>TITLE</u>	Staffing.		

<u>TIMES CITED</u>	8	<u>REG TEXT</u>	[Written personnel records] records shall include the following: ...
<u>% of all written</u>	2.31%		
<u>TAG# / REG #</u>	0831		2. A 10-year employment history or a complete employment history if the person has not worked 10 years; ...
<u>TITLE</u>	Recordkeeping. Personnel Records.		

<u>TIMES CITED</u>	8	<u>REG TEXT</u>	A general dental examination of the child shall be provided for unless such an examination has been completed within six months prior to admission. Such examinations shall be done by either a dentist or a dental hygienist that is employed by the department and County Boards of Health to screen school pupils.
<u>% of all written</u>	2.31%		
<u>TAG# / REG #</u>	1211		
<u>TITLE</u>	Health Services.		
