

**TOP 10 CITATIONS**  
**Child Care Institution**  
**Between 10/1/2017 - 12/31/2017**

<b><u>TIMES CITED</u></b>	11	<b><u>REG TEXT</u></b>	Prior to admission, the facility shall:
<b><u>% of all written</u></b>	4.17%		1. Provide information to the custodian about the services, environment, age ranges and behavioral characteristics of the other children in placement.
<b><u>TAG# / REG #</u></b>	0907		2. Maintain signed documentation from the custodian that they have received and considered the information provided in Rule .09(1)(a)1 above and have determined that the placement environment is appropriate and does not represent an undue risk to the health and safety of the child or children being placed.
<b><u>TITLE</u></b>	Referral and Admission.		
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<b><u>TIMES CITED</u></b>	10	<b><u>REG TEXT</u></b>	[The written case record] for each child which shall include the following: ...
<b><u>% of all written</u></b>	3.79%		5. Documentation of current custody if not placed by natural or adoptive parents; ...
<b><u>TAG# / REG #</u></b>	0818		
<b><u>TITLE</u></b>	Recordkeeping. Case Records.		
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<b><u>TIMES CITED</u></b>	9	<b><u>REG TEXT</u></b>	An institution shall complete a full written assessment of each child admitted for care and of each child's family within thirty days of admission and develop an individual written service plan for each child based on the assessments within thirty days of admission. If an assessment is not completed within thirty days, the reasons for the delay shall be documented in the child's case record and such documentation shall include statements indicating when the assessment is expected to be completed.
<b><u>% of all written</u></b>	3.41%		
<b><u>TAG# / REG #</u></b>	1000		
<b><u>TITLE</u></b>	Assessment and Planning.		
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<b><u>TIMES CITED</u></b>	9	<b><u>REG TEXT</u></b>	(9) The institution shall be kept clean and free of hazards to health and safety and of debris and pests.
<b><u>% of all written</u></b>	3.41%		
<b><u>TAG# / REG #</u></b>	1829		
<b><u>TITLE</u></b>	Physical Plant and Safety.		
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<b><u>TIMES CITED</u></b>	8	<b><u>REG TEXT</u></b>	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 (IIF) within 24 hours.
<b><u>% of all written</u></b>	3.03%		
<b><u>TAG# / REG #</u></b>	0861		
<b><u>TITLE</u></b>	Reporting.		

<b><u>TIMES CITED</u></b>	8	<b><u>REG TEXT</u></b>	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.
<b><u>% of all written</u></b>	3.03%		
<b><u>TAG# / REG #</u></b>	1010		
<b><u>TITLE</u></b>	Assessment and Planning.		
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<b><u>TIMES CITED</u></b>	7	<b><u>REG TEXT</u></b>	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.
<b><u>% of all written</u></b>	2.65%		
<b><u>TAG# / REG #</u></b>	1208		
<b><u>TITLE</u></b>	Health Services.		
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<b><u>TIMES CITED</u></b>	7	<b><u>REG TEXT</u></b>	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.
<b><u>% of all written</u></b>	2.65%		
<b><u>TAG# / REG #</u></b>	0801		
<b><u>TITLE</u></b>	Administration and Organization.		
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<b><u>TIMES CITED</u></b>	7	<b><u>REG TEXT</u></b>	A written description of the institution shall be provided to the child, the parent(s) or guardian(s), or placing agency and shall include:
<b><u>% of all written</u></b>	2.65%		
<b><u>TAG# / REG #</u></b>	0916		
<b><u>TITLE</u></b>	Referral and Admission.		<ol style="list-style-type: none"> <li>1. The institution's program purpose and program description;</li> <li>2. The description of service planning and normal daily routines of children;</li> <li>3. The description of health services including how the institution handles illnesses, injuries, and medical emergencies (life-threatening, limb-threatening, and function-threatening conditions);</li> <li>4. The institution's policies and procedures for behavior management and grievances;</li> <li>5. Policies and procedures for visiting hours and communications with persons outside the institutions;</li> <li>6. The names and telephone numbers of the child's designated Human Services Professional and primary Child Care Worker; and</li> <li>7. Schedule of fees if placement is not done under a Purchase of Service Agreement.</li> </ol>

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<b><u>TIMES CITED</u></b>	7	<b><u>REG TEXT</u></b>	[Admission policies and procedures] shall include the following provisions or requirements.
<b><u>% of all written</u></b>	2.65%		
<b><u>TAG# / REG #</u></b>	0911		
<b><u>TITLE</u></b>	Referral and Admission.		<ol style="list-style-type: none"> <li>1. An intake referral form that includes a social, health, educational, family, behavioral and personal developmental history, shall be done to determine the placement and room, board and watchful oversight needs (services, supports, setting, etc.) of each child and whether that placement is appropriate. ...</li> </ol>

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