



OFFICE OF RESIDENTIAL CHILD CARE
TOP 10 RULE CITATIONS
JANUARY 1, 2012 – MARCH 31, 2012
 RULES AND REGULATIONS FOR CHILD CARING INSTITUTIONS
 CHAPTER 290-2-5

TITLE AND RULE #	TAG #	RULE	TIMES CITED
Assessment and Planning. 290-2-5-.10(b)	1003	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: 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.	20
Assessment and Planning. 290-2-5-.10(c)	1010	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.	15
Health Services. 290-2-5-.12(3)(a)1.(i)	1209	Such [general physical] examination shall be done by a medical doctor, physician's assistant, or public health department and shall include basic diagnostic laboratory work, including but not limited to a Complete Blood Count (CBC) and basic urinalysis; required immunizations; and vision and hearing tests.	15

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Referral and Admission. 290-2-5-.09(2)(b)	907	Prior to admission, the facility shall: 1. Provide information to the custodian about the services, environment, age ranges and behavioral characteristics of the other children in placement. 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.	15
Health Services. 290-2-5-.12(3)(b)	1212	An institution shall ensure that children receive timely, qualified medical and dental care when they are ill and that they continue to receive necessary follow-up medical care. Arrangements shall be made with at least one physician and one dentist or a health care agency that provides physician and dental services for the medical care of the children. Children shall receive annual medical check-ups and semiannual dental check-ups.	14
Recordkeeping. Case Records. 290-2-5-.08(5)(a)(5)	818	[The written case record] for each child which shall include the following: ... 5. Documentation of current custody if not placed by natural or adoptive parents; ...	14
Staffing. 290-2-5-.08(6)(d)2.	859	Additional training shall include twenty-four (24) clock hours of formal, annual training or instruction in child care issues related to the employee's job assignment and to the types of services provided by the institution.	14
Recordkeeping. Personnel Records. 290-2-5-.08(5)(d)2.	831	[Written personnel records] records shall include the following: ... 2. A 10-year employment history or a complete employment history if the person has not worked 10 years; ...	12
Referral and Admission. 290-2-5-.09(2)(d)1	911	[Admission policies and procedures] shall include the following provisions or requirements. 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. ...	12

TITLE AND RULE #	TAG #	RULE	TIMES CITED
Assessment and Planning. 290-2-5-.10(d)	1011	<p>The service and room, board and watchful oversight plan shall be updated by the Human Services Professional at a minimum of every six months and pertinent progress notes and data shall be incorporated in the plan to measure attainment of stated goals and objectives.</p> <ol style="list-style-type: none"> 1. The child's primary Child Care Worker shall participate in updating the service and room, board and watchful oversight plan . 2. The facility shall be responsible for implementing the service and room, board and watchful oversight plan. <p>Authority O.C.G.A. Secs. 49-5-8, 49-5-12. History. Original Rule entitled "Assessment and Planning" adopted. F. Jun. 30, 1994; eff. Aug. 1, 1994, as specified by the Agency.</p>	11