

Residential Support Services Community Residential Setting License Draft Language

October 6, 2010

Key

- [NEW - END NEW] **Yellow highlight** is new language
- [REMOVE - END REMOVE] ~~Strikethrough~~ is language to be removed
- [QUESTION - END QUESTION] **Purple** is question/discussion

Other standards that were reviewed at this time included Florida, North Dakota, South Dakota, Massachusetts, MN Region 10, Dakota County Corporate Foster Care Requirements, & Hennepin County Foster Care Checklist.

Fire, health, building, and zoning codes. The home must comply with applicable state and local fire, health, building, and zoning codes.

- Fire Code – Home must be in compliance with applicable fire safety standards. The residence must be inspected by a fire marshal within 12 months before initial licensure to verify that the residence is a dwelling unit within a residential occupancy as defined in section 9.117 of the Minnesota Uniform Fire Code and that the residence complies with the fire safety standards for that residential occupancy contained in the Minnesota Uniform Fire Code.
- Any condition cited by a fire marshal, building official or health authority as hazardous or creating an immediate danger of fire or threat to health and safety must be corrected before a license is issued or renewed by the department.

Residential occupancy. The residence must meet the definition of a dwelling unit in a residential occupancy and be free of any plumbing, electrical, ventilation, mechanical or structural hazard that would threaten the health or safety of an individual.

Capacity Limits Children. Reference child foster care capacity. 2960.3030

Adults Licensed capacity. Reference adult foster care capacity. 9555.6165

Physical examination of an individual. The license holder must ensure that each individual is examined by a physician [NEW **no more than 365 days prior to** END NEW], or within 3 days after admission into the home.

Common area access. Each individual must have use of and free access to common areas in the home. The dining area is furnished for group eating that can accommodate and is simultaneously accessible by all individuals.

Sanitation and cleanliness. The residence must be clean and free from accumulations of dirt, grease, garbage [NEW **(except garbage stored in appropriate containers)** END NEW], peeling paint, vermin, insects, and other offensive, unsightly, or extraneous matter.

Toxic substances. Chemicals, detergents, and other toxic substances must not be stored with food products.

Storage of medication. Schedule II controlled substances in the residence that are named in Minnesota Statutes, section 152.02, subd. 3 must be stored in a locked storage area permitting access only by individuals and staff authorized to administer the medication.

Weapons. Weapons and ammunition must be stored separately in locked areas. [REMOVE] ~~that are inaccessible to individuals and prevent contents from being visible to individuals.~~ [END REMOVE] "Weapons" means firearms and other instruments or devices designed for and capable of producing bodily harm.

Water. Water from privately owned wells must be tested annually by a Minnesota Health Department certified laboratory for coliform bacteria and nitrate nitrogens to verify safety. Retesting and corrective measures may be required by the health authority if results exceed state water standards in Minnesota Rules, chapter 4720.

Food. Food served must meet any special dietary needs of an individual as prescribed by the individual's physician or dietitian, [NEW and consideration must be given to individuals' cultural, ethnic, and/or religious practices END NEW]. Three nutritionally balanced meals a day must be served or made available to individuals, and nutritious snacks must be available between meals.

Food safety. Food must be obtained, handled, and properly stored to prevent contamination, spoilage, or a threat to the health of an individual.

First aid supplies. The license holder shall ensure that the residence is equipped with accessible first aid supplies including bandages, sterile compresses, scissors, an ice bag or cold pack, an oral or surface thermometer, mild liquid soap, adhesive tape, and first aid manual.

Emergencies. The license holder shall be prepared for emergencies and ensure that:

- a non-coin-operated [NEW (landline, noncellular) END NEW] telephone, [NEW battery operated radio END NEW], and an operable flashlight are located within the residence;
- the phone numbers of each individual's representative, physician, and dentist are readily available;
- the universal emergency number phone number 911 is posted by the telephone;
- each individual is informed of a designated area [REMOVE] ~~within the residence~~ [END REMOVE] where the individual can take shelter during severe storms or tornadoes;
- fire drills are conducted at least once every three months;
- a written fire escape plan and a log of quarterly fire drills is on file in the residence; and
- the fire escape plan is [NEW initially END NEW] approved by the fire marshal and specifies a place to meet outdoors for roll call, smoke detector and fire extinguisher locations, plans for quarterly fire and [NEW annual END NEW] tornado drill sessions, and escape routes to the outside from the levels used by individuals. In buildings with three or more dwelling units, enclosed exit stairs must be indicated. [REMOVE] ~~There must be an emergency escape plan for each individual.~~ [END REMOVE] [NEW Fire escape plan for each level of the home based on the needs and abilities of the individuals supported.
- The house number is located on the outside of the house, in a prominent location, to ensure that emergency vehicles will be able to easily locate the home in case of an emergency. [NEW] END NEW]

Provided individual personal articles. Individual clean bed linens appropriate for the season, towels, and washcloths must be available for each individual. [QUESTION Choice END QUESTION]

Bedrooms

Individual's property. The individual must be allowed to bring personal possessions to ~~the home~~ [NEW into the bedroom or other designated storage space, if such space is available in the RSS home, END NEW] and must be allowed to accumulate possessions to the extent the home is able to accommodate them, unless doing so would interfere with safety precautions, violate a building or fire code, or another individual's use of the bedroom, [NEW if it is shared END NEW].

Space for belongings. The individual must have an identified space for clothing and personal possessions with cabinets, closets, shelves, or hanging space sufficient to accommodate clothing and personal possessions.

Individual bedrooms must meet the following criteria:

- (1) A single occupancy bedroom must have at least 80 square feet of floor space with a 7-1/2 foot ceiling. A double occupancy room must have at least 120 square feet of floor space with a 7-1/2 foot ceiling.
- (2) Bedrooms must be separated from halls, corridors, and other habitable rooms by floor to ceiling walls containing no openings except doorways and must not serve as a corridor to another room used in daily living.
- (3) An individual's personal possessions and items for the individual's own use are the only items permitted to be stored in an individual's bedroom.

Children Sleeping space. A child must be provided with a separate bed [NEW of suitable dimensions to accommodate END NEW] the child, except that two siblings of the same sex may share a double bed.

Adult Sleeping space. Each individual shall be provided with a separate, [QUESTION adult size single bed or larger END QUESTION] with a clean mattress in good repair. Individuals must mutually consent, in writing, to share a bedroom with another individual. No more than two individuals may share one bedroom.

Pets

Pets must be immunized and maintained as required by local ordinances and state law. A home serving children less than six years of age must not keep reptiles, chickens, or ducks as pets. The license holder shall ensure that the individual and the individual's [NEW guardian END NEW] are notified before admission of pets in the residence. [QUESTION Service animals. END QUESTION]

Protection from Maltreatment

The license holder shall ensure that individuals are protected from maltreatment through compliance with the Vulnerable Adults Act or Maltreatment of Minors Act.

[QUESTION/DISCUSSION

DHS Home Safety Checklist items not already specified in AFC or CFC

- Exit doors and windows are not obstructed and are easily opened from the inside.
- Wiring appears safe; no known hazards exist.
- Extension cords are appropriately used and are not used in place of permanent wiring.

- A fire extinguisher is maintained in the kitchen cooking area or area proved by the fire marshal. Fire extinguisher rating:_____
- All smoke detectors are properly installed, appropriately located, and maintained in proper operating condition.
- All interior doors can be unlocked from the outside and the key is easily accessible in the case of an emergency.
- If there is an attached garage, a proper fire separation is maintained between the house and garage.
- The water temperature is set to prevent scalding, as appropriate.
- Fireplaces, wood burning stoves, and other hot surfaces are protected by guards to prevent burns.
- Furnaces are checked regularly and maintained in good working condition.
- Knives, tools, matches, and other potentially hazardous materials are inaccessible to children, unless used with appropriate supervision.
- Combustible items are properly stored at least 36” from any heating sources.

Additional items to be addressed

Applicability and Purpose/Effect

License Application Process

Licensing Study – or is this in HSLA?

Negative Licensing Actions – or is this in HSLA?

Definitions

Things to be addressed in QOS

- Qualifications
- Training Requirements
- Individual Abuse Prevention Plan/Program Abuse Prevention Plan/Risk Management Plan
- Rights
- Individual’s Funds

END QUESTION/DISCUSSION]