

Course Accessibility

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Welcome

Welcome to this course titled, **Group Care Licensing Scope and Highest Standard**.

This course is developed as part of the Washington State Department of Children, Youth, and Families (DCYF's) efforts to prepare Group Care Licensors for their roles and responsibilities as it pertains to interpreting, understanding, and applying the Washington Administrative Code (WAC) in licensing Group Care Facilities (GCF).

Course Introduction

This course is designed to introduce you to the amended WAC requirements related to the licensing process and additional standards to be aware of. This course will focus on changes to the current WAC and specific amended language to pay particular attention to.

Learning Outcomes

Upon completion of this course, participants will:

- Have a shared understanding of the intent of the WAC covered in this module
- Know and understand the Negotiated Rule Making (NRM) and strength-based principles associated with the WAC covered in this module
- Understand the Licensing Division's (LD) scope of authority to license and regulate 24-hour care of children and youth
- Understand when a facility may carry more than one license type
- Know the difference between licensing and contract requirements and what to do if they are different

Guiding Principles

As we cover the material in this course, please keep in mind the following Guiding Principles. We will revisit these at the end of the course to check in with you and give you an opportunity to assess your understanding and application of the course content.

General Principles:

- The Department of Children, Youth, and Families (DCYF) prioritizes child and youth safety and well-being
- Group care WAC meet the developmental and cultural needs of children and youth in licensed group care

- Group care chapter 110-145 WAC minimizes barriers and reduces undue burden for licensees
- Differentiation and flexibility for licensees between care settings supports a variety of programs across Washington state serving children and youth with diverse needs

NRM Principles:

- Prioritizing youth safety and well-being above all else
- Creating developmentally and culturally appropriate rules that meet the needs of children and youth placed in care
- Minimizing barriers and reducing undue burden on the part of caregivers
- Offering differentiation and flexibility between care settings to help support a variety of programs across the state serving children and youth with diverse needs

Strength-Based Approach Principles:

- Reducing Bias
 - Checking biases helps reduce their influence on decision making and builds fairness and equity in licensing practices
- Recognizing Strengths
 - Acknowledge and value licensee's expertise, consistent areas of compliance and capabilities to learn, grow, and change
- Fostering Understanding
 - Focus on a shared understanding of WAC intent and approach areas of noncompliance with curiosity to promote safe, thriving environments for children and youth
- Achieving Collaborative Compliance
 - Honor cultural differences and perspectives to identify diverse methods of achieving compliance with WAC intent

Collaborative Compliance Principles:

- Shared Decision Making
 - Collaborative compliance thrives on licensors and licensees working together to meet both WAC intent and child and youth safety and well-being needs
- Encouraging Innovation
 - Collaborative compliance relies on licensors empowering licensees to think creatively about customizing WAC compliance solutions to better meet the developmental and cultural needs of children and youth in care
- Empowering Licensees as Experts

- Collaborative compliance assumes that licensees are the experts of their facilities, homes, and programs
- Embracing Perspective and Critical Thinking
 - Collaborative compliance requires critical thinking from both licensors and licensees

Chapter 110-145 WAC Required Licenses

This course will cover the following sections from Chapter 110-145 WAC Required Licenses:

- WAC 110-145-2330 License required to care for children and youth
- WAC 110-145-2340 Multiple licenses in the same building
- WAC 110-145-2350 Licensing and contract requirements

These revised standards enable DCYF to collaborate with providers in adopting developmentally and culturally appropriate and flexible practices that better support the unique needs of children and youth in care.

WAC 110-145-2330 License Required to Care for Children and Youth

Let us begin with WAC 110-145-2330, License required to care for children and youth. This new WAC incorporates requirements from WAC 110-145-1310, 1315(1), 1335(2)(g), and 1345 with no distinctive changes to the requirements. The intent of this rule is to identify when a group care license is required, when a license will be issued, and general license parameters.

It is important to pay particular attention to new definitions associated with personnel and premises.

“Personnel” means every paid and unpaid individual working directly for the agency, including interns.

“Premises” means homes, buildings, and grounds, including those adjacent to the residential property, that are owned, rented, or managed by applicants or licensees.

WAC 110-145-2330 License Required to Care for Children and Youth

Looking specifically at when a group care license is required, in accordance with WAC 110-145-2330 (1) Individuals or entities must have a license to provide care on a 24-hour basis to children or youth who are not related to them, except: (1)(a) As outlined in RCW [74.15.020](#); or (1)(b) By court order under chapter [74.15](#) RCW or RCW [13.34.065](#).

It is important to note that the Revised Code of Washington (RCW) defines certain exceptions from the requirement to be licensed. Please reference RCW [74.15.020](#) or RCW [13.34.065](#) for

information regarding exceptions.

Looking specifically at when a group care license is issued, in accordance with WAC 110-145-2330 (2) The department will issue a license when applicants, their personnel, and the premises: (2)(a) Meet the licensing regulations contained in this chapter; and (2)(b) Submit all required documents to the department. You will learn more about the licensing process in a later module in this training series.

Looking specifically at general license parameters, in accordance with WAC 110-145-2330 (3) Applicants for a new license must provide documentation that all direct care staff and direct care volunteers have completed behavior management training that has been approved by the department. Additionally, in accordance with WAC 110-145-2330 (4) Licenses are valid: (4)(a) For a three-year period; (4)(b) Only for the individual or entity named on the license; and (4)(c) Only for the specific address listed on the license, and (5) Licensees must post the licenses where the public can easily view them.

As the three-year licensing period comes to an end, the licensee has the option to renew their license for another three-year period. You will learn more about the licensing renewal process in a later module in this training series.

Test Your Learning!

Before we continue, let's test your learning. Review the question and select True or False?

Any individual or entity can open a group care facility at any time and care for children and youth that are not related to them.

- True
- False

WAC 110-145-2340 Multiple Licenses in the Same Building

WAC 110-145-2340, Multiple licenses in the same building is a combination of previous WAC numbers 110-145-1380, 110-145-1485, 110-145-1695, and 110-145-2000. The intent of this new WAC is to provide flexibility for applicants or licensees to care for differing populations in the same building.

In accordance with WAC 110-145-2340 (1) Licensees may apply for more than one license type for the same building. Applications must: (1)(a) Include a plan detailing how each licensing type will be managed; and (1)(b) Comply with the requirements for all licenses being applied for. If requirements differ, licensees must comply with the most stringent requirement.

An example of a facility having multiple licenses in the same building is a facility licensed as an Emergency Respite Center (ERC) and as a Group Receiving Center (GRC). **Emergency Respite Centers** are licensed facilities which provide emergency or crisis care for up to 72 hours to children and youth admitted by their parents or guardians to prevent child abuse or neglect per RCW 74.15.020. ERCs may also provide family assessment, family support services, and referrals to community services. **Group Receiving Centers** are licensed facilities that provide the basic needs of food, shelter, and supervision for children and youth placed by the department, generally for 30 or fewer days. These two types of licenses allow the licensee to care for two different populations of children and youth under specific rules and conditions meeting their comprehensive care needs while providing for their safety and well-being.

In accordance with WAC 110-145-2340 (2) The department may: (2)(a) Approve multiple licenses for the same building when the care of one type of client does not interfere with the care of another type of client; and (2)(b) Require separation of resident populations between the programs for the safety and well-being of children and youth in care. Additionally, in accordance with WAC 110-145-2340 (3) Licensees must complete the following if they have multiple licenses from different agencies in the same location: (3)(a) Obtain approval from the department prior to providing services and accepting placements; and (3)(b) Notify: (3)(b)(i) The Washington state fire marshal; and (3)(b)(ii) All licensing agents.

There are situations where it may not be possible for a licensee to provide care to more than one population of children or youth in the same facility because of safety concerns or compliance related issues with the physical environment or other concerns. It is the assigned licensors' responsibility to work with the licensed agency to determine if the plan is appropriate and if the licensee can meet compliance with the rules before moving forward to approve multiple licenses.

Test Your Learning!

Before we continue, let's test your learning. Review the question and select the best response.

The department may approve multiple licenses in the same building when:

- A. They determine that the care of one type of client does not interfere with the care of another type of client.
- B. Obtain approval from the department prior to providing services and accepting placements.
- C. The applicant and licensee demonstrate they can provide the required separation of resident populations between the programs.
- D. A, B, and C.

WAC 110-145-2350 Licensing and Contract Requirements

New WAC 110-145-2350, Licensing and Contract Requirements, is a combination of previous

WAC numbers 110-145-1375 and 1325(7) with no distinctive changes to the requirements. The intent of this WAC is to indicate licensees who also hold a federal or state contract must comply with the most stringent requirements.

Group care licensees can hold federal, state, or private contracts in addition to their group care license. For example, a licensee could be licensed as a group home and have a contract with the Developmental Disabilities Administration (DDA) to provide care to children or youth who qualify for their specific services. They could also hold a contract with Behavior Rehabilitation Services to care for children and youth who qualify for their specific services. Licensees that hold contracts must comply with all applicable licensing requirements in chapter 110-145 WAC as well as the contract requirements. If the licensing requirements in this chapter differ from their contract requirements or any federal or state laws, they must follow and comply with the most stringent of the rules which could come from the contract rather than the corresponding WAC.

Guiding Principles

This concludes the content portion of this course! Thank you for your participation!

Before this course ends, please take a moment to reflect on the Guiding Principles mentioned at the beginning of this course and start planning for how you will emphasize strength-based approach principles in your work.

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End of Course

This concludes this course on **Group Care Licensing Scope and Highest Standard**.

We hope this course has been helpful in providing information about the licensing role and job expectations.

Our goal is that all LD professionals and group care personnel viewing this course have left with increased knowledge of the changes associated with **Group Care Licensing scope and highest standard**, as well as a general understanding of areas where strength-based approach principles should be emphasized.