

**WAC 110-301-0300 Individual care plan.** (1) A school-age provider must develop an individual care plan for each child with special needs. Plans and documentation required under this section must:

- (a) Meet the requirements of this section;
- (b) Be available for department review;
- (c) Have written permission from a child's parent or guardian stating that a visiting health professional may provide services to the child at the school-age program, if applicable;
- (d) Have verification that school-age program staff involved with a particular child has been trained on implementing the individual care plan for that child, if applicable;
- (e) Be updated annually or when there is a change in the child's special needs; and
- (f) Be kept in the child's file.

(2) The individual care plan must be signed by the parent or guardian and may be developed using a department provided template.

- (a) The individual care plan must contain:
  - (i) The child's diagnosis, if known;
  - (ii) Contact information for the primary health care provider or other relevant specialist;
  - (iii) A list of medications to be administered at scheduled times, or during an emergency along with descriptions of symptoms that would trigger emergency medication;
  - (iv) Directions on how to administer medication;
  - (v) Allergies;
  - (vi) Food allergy and dietary needs, pursuant to WAC 110-301-0186;
  - (vii) Activity, behavioral, or environmental modifications for the child;
  - (viii) Known symptoms and triggers;
  - (ix) Emergency response plans and what procedures to perform; and
  - (x) Suggested special skills training, and education for school-age program staff, including specific pediatric first aid and CPR for special health care needs.

(b) A school-age provider must have supporting documentation of the child's special needs provided by the child's licensed or certified:

- (i) Physician or physician's assistant;
- (ii) Mental health professional;
- (iii) Education professional;
- (iv) Social worker with a bachelor's degree or higher with a specialization in the individual child's needs; or
- (v) Registered nurse or advanced registered nurse practitioner.

(3) A school-age provider's written plan and documentation for accommodations must be informed by any existing:

- (a) Individual education plan (IEP);
- (b) Individual health plan (IHP);
- (c) 504 Plan; or
- (d) Individualized family service plan (IFSP).

[Statutory Authority: RCW 43.216.055 and 43.216.065. WSR 21-10-035, § 110-301-0300, filed 4/27/21, effective 6/1/21.]