

JANUARY 18, 1978

OLYMPIA, WASHINGTON

ISSUE 78-01



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This issue contains documents officially
filed no later than January 4, 1978

CITATION

Cite all material in the Washington State Register by its issue number and sequence within that issue, preceded by the acronym WSR. Example: The 123rd item in the February, 1978, Register would be cited as WSR 78-02-123.

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CERTIFICATE

Pursuant to RCW 34.08.040, the publication of rules or other information in this issue of the Washington State Register is hereby certified to be a true and correct copy of such rules or other information, except that headings of public meeting notices have been edited for uniformity of style.

RICHARD O. WHITE
Code Reviser

WASHINGTON STATE REGISTER

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The Washington State Register is an official publication of the State of Washington. It contains proposed, emergency, and permanently adopted administrative rules, as well as other documents filed with the Code Reviser pursuant to RCW 34.08.020 and 42.30.075. Publication of any material in the Washington State Register is deemed to be official notice of such information.

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STYLE AND FORMAT OF THE WASHINGTON STATE REGISTER

1. ARRANGEMENT OF THE REGISTER

Documents are arranged within each issue of the Register according to the order in which they are filed in the code reviser's office during the pertinent filing period. The three part number in the heading distinctively identifies each document, and the last part of the number indicates the filing sequence within an issue's material.

2. PROPOSED, ADOPTED, AND EMERGENCY RULES OF STATE AGENCIES AND INSTITUTIONS OF HIGHER EDUCATION

The three types of rule-making actions taken under the Administrative Procedure Act (chapter 34.04 RCW) or the Higher Education Administrative Procedure Act (chapter 28B.19 RCW) may be distinguished by the size and style of type in which they appear.

- (a) **Proposed rules** are those rules pending permanent adoption by an agency and set forth in eight point type.
- (b) **Adopted rules** have been permanently adopted and are set forth in ten point type.
- (c) *Emergency rules have been adopted on an emergency basis and are set forth in ten point oblique type.*

3. PRINTING STYLE — INDICATION OF NEW OR DELETED MATTER

RCW 34.04.058 requires the use of certain marks to indicate amendments to existing agency rules. This style quickly and graphically portrays the current changes to existing rules as follows:

- (a) In amendatory sections —
 - (i) underlined matter is new matter.
 - (ii) ~~deleted matter is ((lined out and bracketed between double parentheses))~~;
- (b) Complete new sections are prefaced by the heading NEW SECTION;
- (c) The repeal of an entire section is shown by listing its WAC section number and caption under the heading REPEALER.

4. EXECUTIVE ORDERS, COURT RULES, NOTICES OF PUBLIC MEETINGS

Material contained in the Register other than rule-making actions taken under the APA or the HEAPA does not necessarily conform to the style and format conventions described above. The headings of these other types of material have been edited for uniformity of style; otherwise the items are shown as nearly as possible in the form submitted to the code reviser's office.

5. EFFECTIVE DATE OF RULES

- (a) Permanently adopted agency rules take effect thirty days after the rules and the agency order adopting them are filed with the code reviser. This effective date may be delayed, but not advanced, and a delayed effective date will be noted in the promulgation statement preceding the text of the rule.
- (b) Emergency rules take effect upon filing with the code reviser and remain effective for a maximum of ninety days from that date.
- (c) Rules of the state Supreme Court generally contain an effective date clause in the order adopting the rules.

6. EDITORIAL CORRECTIONS

Material inserted by the code reviser for purposes of clarification or correction or to show the source of history of a document is enclosed in brackets [].

7. INDEX AND TABLES

A combined subject matter and agency index and a table of WAC sections affected may be found at the end of each issue.

1978

DATES FOR REGISTER CLOSING, DISTRIBUTION, AND FIRST AGENCY ACTION

Issue No.	Distribution Date	First Agency Action Date ²	Closing Dates ¹		
			OTS ³ or 10 pages maximum (14 days)	Non-OTS and 11 to 29 pages (28 days)	Non-OTS and 30 pages or more (42 days)
78-1	Jan 18	Feb 7	Jan 4	____ ⁴	____ ⁴
78-2	Feb 15	Mar 7	Feb 1	Jan 18	Jan 4
78-3	Mar 15	Apr 4	Mar 1	Feb 15	Feb 1
78-4	Apr 19	May 9	Apr 5	Mar 22	Mar 8
78-5	May 17	Jun 6	May 3	Apr 19	Apr 5
78-6	Jun 21	Jul 11	Jun 7	May 24	May 10
78-7	Jul 19	Aug 8	Jul 5	Jun 21	Jun 7
78-8	Aug 16	Sep 5	Aug 2	Jul 19	Jul 5
78-9	Sep 20	Oct 10	Sep 6	Aug 23	Aug 9
78-10	Oct 18	Nov 7	Oct 4	Sep 20	Sep 6
78-11	Nov 15	Dec 5	Nov 1	Oct 18	Oct 4
78-12	Dec 20	Jan 9, 1979	Dec 6	Nov 22	Nov 8

¹All documents are due at the Code Reviser's Office by 5:00 p.m. on the applicable closing date for inclusion in a particular issue of the Register; see WAC 1-12-035 or 1-13-035.

²"No proceeding shall be held on any rule until twenty days have passed from the distribution date of the register in which notice thereof was contained." RCW 28B.19.030(2) and 34.04.025(2). These dates represent the twentieth day after the distribution date of the immediately preceding Register.

³OTS is the acronym used for the Order Typing Service offered by the Code Reviser's Office which is briefly explained in WAC 1-12-220 and WAC 1-13-240.

⁴Material having this quantity of pages will not appear in Register No. 78-1 but will appear in Issue No. 78-2 if filed by the pertinent closing date for that issue.

WSR 78-01-001

**NOTICE OF PUBLIC MEETINGS
COMMISSION FOR VOCATIONAL EDUCATION**
[Memorandum from Admin. Asst.—Nov. 28, 1977]

The Washington State Commission for Vocational Education adopted the following schedule of public meetings for calendar year 1978. The schedule follows the Commission's bylaws which call for meetings on the fourth Thursday of every other month, except in some instances when the dates have been adjusted to resolve conflicts in scheduling. The schedule is subject to further change in the event of urgent or continued Commission business, or unforeseen conflicts in scheduling.

- January 19, 1978
- March 23, 1978
- June 22, 1978
- August 23, 1978
- September 28, 1978
- November 16, 1978

Date	Time
January 19, 1978	4 p.m.
February 16, 1978	4 p.m.
March 16, 1978	4 p.m.
April 20, 1978	4 p.m.
May 18, 1978	4 p.m.
June 15, 1978	4 p.m.
July 20, 1978	4 p.m.
August 17, 1978	4 p.m.
September 21, 1978	4 p.m.
October 19, 1978	4 p.m.
November 16, 1978	4 p.m.
December 21, 1978	4 p.m.

WSR 78-01-002

**NOTICE OF PUBLIC MEETINGS
TACOMA COMMUNITY COLLEGE
COMMUNITY COLLEGE DISTRICT 22**
[Board of Trustees Policy Manual]

1.5000 MEETINGS OF THE BOARD

1.5010 Regular Meetings

Regular meetings of the Board shall be held once each month; the date of the regular meeting shall be the fourth Thursday of each month at 2:00 p.m. A regular meeting may, however, be set for another date and time or waived by action of the Board or by the Board Chairperson. When a regular meeting is rescheduled, notice thereof will be given in conformance with the notice requirements for special meetings. Board meetings shall be held in the John H. Binns Room, 5900 South 12th Street, Tacoma, Washington, or at such other places within the District as the Board shall determine.

WSR 78-01-003

**NOTICE OF PUBLIC MEETINGS
GREEN RIVER COMMUNITY COLLEGE
COMMUNITY COLLEGE DISTRICT No. 10**
[Resolution No. 77-78/5]

**1978 SCHEDULE OF MEETINGS
BOARD OF TRUSTEES
Green River Community College
Community College District No. 10**

All regular meetings of the Board of Trustees of Green River Community College, Community College District No. 10, are held on the third Thursday of every month, in the Board Room of the Administration Building, Green River Community College, 12401 Southeast 320th Street, Auburn, Washington.

**WSR 78-01-004
NOTICE OF PUBLIC MEETINGS
SKAGIT VALLEY COLLEGE
COMMUNITY COLLEGE DISTRICT No. 4**
[Resolution No. 77-6]

**1978 SCHEDULE OF MEETINGS
BOARD OF TRUSTEES
Skagit Valley College
Community College District No. 4.**

January 10, 1978	Faculty-Staff Lounge, Campus Center Bldg., SVC campus, 2405 Col- lege Way, Mount Vernon, Washington	8 p.m.
February 14, 1978	Faculty-Staff Lounge, Campus Center Bldg., SVC campus, 2405 Col- lege Way, Mount Vernon, Washington	8 p.m.
March 14, 1978	Faculty-Staff Lounge, Campus Center Bldg., SVC campus, 2405 Col- lege Way, Mount Vernon, Washington	8 p.m.
April 11, 1978	Room 19, Building 11, Whidbey Branch of SVC, 1201 E. Pioneer Way, Oak Harbor, Washington	8 p.m.
May 9, 1978	Faculty-Staff Lounge, Campus Center Bldg., SVC campus, 2405 Col- lege Way, Mount Vernon, Washington	8 p.m.
June 13, 1978	Faculty-Staff Lounge, Campus Center Bldg., SVC campus, 2405 Col- lege Way, Mount Vernon, Washington	8 p.m.
July 11, 1978	Faculty-Staff Lounge, Campus Center Bldg.,	8 p.m.

	SVC campus, 2405 College Way, Mount Vernon, Washington		August 3, 1978	Miller Hall 163, WWU Campus, 516 High Street, Bellingham, Washington	2:30 p.m.
September 12, 1978	Faculty-Staff Lounge, Campus Center Bldg., SVC campus, 2405 College Way, Mount Vernon, Washington	8 p.m.	September 7, 1978	1606 IBM Bldg., 1200 - 5th Street, Seattle, Washington	2:00 p.m.
October 10, 1978	Faculty-Staff Lounge, Campus Center Bldg., SVC campus, 2405 College Way, Mount Vernon, Washington	8 p.m.	October 5, 1978	Miller Hall 163, WWU Campus, 516 High Street, Bellingham, Washington	2:30 p.m.
November 14, 1978	Faculty-Staff Lounge, Campus Center Bldg., SVC campus, 2405 College Way, Mount Vernon, Washington	8 p.m.	November 2, 1978	Miller Hall 163, WWU Campus, 516 High Street, Bellingham, Washington	2:30 p.m.
December 12, 1978	Faculty-Staff Lounge, Campus Center Bldg., SVC campus, 2405 College Way, Mount Vernon, Washington	8 p.m.	December 7, 1978	Auditorium (5th Floor), General Telephone Office Bldg., 1800 - 41st Street, Everett, Washington	2:00 p.m.

WSR 78-01-005

**NOTICE OF PUBLIC MEETINGS
WESTERN WASHINGTON UNIVERSITY**
[Adopted by motion of Board of Trustees]

**1978 SCHEDULE OF MEETINGS
BOARD OF TRUSTEES**
Western Washington University

January 5, 1978	Miller Hall 163, WWU Campus, 516 High Street, Bellingham, Washington	2:30 p.m.
February 2, 1978	Miller Hall 163, WWU Campus, 516 High Street, Bellingham, Washington	2:30 p.m.
March 2, 1978	Miller Hall 163, WWU Campus, 516 High Street, Bellingham, Washington	2:30 p.m.
April 6, 1978	1606 IBM Bldg., 1200 - 5th Street, Seattle, Washington	2:00 p.m.
May 4, 1978	Miller Hall 163, WWU Campus, 516 High Street, Bellingham, Washington	2:30 p.m.
June 1, 1978	Miller Hall 163, WWU Campus, 516 High Street, Bellingham, Washington	2:30 p.m.

**WSR 78-01-006
NOTICE OF PUBLIC MEETINGS
GAMBLING COMMISSION**
[WAC 230-02-020]

Regular public meetings of the Commission shall be held on the second Friday of March, June, September, and December, or the preceding business day, if that Friday is a holiday. Each such regular meeting shall be held in Olympia City Hall - Council Chambers, 8th and Plum, Olympia, Washington, beginning at the hour of 10:00 a.m.. Additional public meetings necessary to discharge the business of the Commission may be called from time to time.

Meeting dates for 1978:

Friday - March 10, 1978	- 10:00 a.m. - Olympia City Hall
Friday - June 9, 1978	- 10:00 a.m. - Olympia City Hall
Friday - September 8, 1978	- 10:00 a.m. - Olympia City Hall
Friday - December 8, 1978	- 10:00 a.m. - Olympia City Hall

**WSR 78-01-007
NOTICE OF PUBLIC MEETINGS
WHATCOM COMMUNITY COLLEGE**
[Motion of Board of Trustees]

**1978 Meeting Schedule
Board of Trustees**
Whatcom Community College

Board Room
5217 Northwest Road
Bellingham, WA 98225

Tuesday	Thursday
1:00 p.m.	10:00 a.m.
(2nd Tuesday)	(4th Thursday)

	Tuesday 1:00 p.m. (2nd Tuesday)	Thursday 10:00 a.m. (4th Thursday)
January	10	26
February	14	23
March	14	23
April	11	27
May	9	25
June	13	22
July	11	27
August	8	24
September	12	28
October	10	26
November	14	21(3rd Tues.)
December	12	28

WSR 78-01-008
NOTICE OF PUBLIC MEETINGS
DATA PROCESSING AUTHORITY
 [Chapter 143-06 WAC]

The Washington State Data Processing Authority will meet monthly at 1:30 p.m. on the first Wednesday of each month, in Room 431, House Office Building, Olympia, Washington; except when the Legislature is in session, they will meet at the Board Room, Administrative Building, Olympia Technical Community College, Olympia, Washington.

WSR 78-01-009
NOTICE OF PUBLIC MEETINGS
FORT STEILACOOM COMMUNITY COLLEGE
 [Letter from President & Secretary to Board of Trustees, Dec. 19, 1977]

MEETINGS OF THE BOARD

Regular Meetings

Regular meetings of the Board of Trustees shall be held once each month; the date of the regular meeting shall be the first Tuesday of each month at 1:30 p.m. A regular meeting may, however, be set for another date and time or waived by action of the Board. When a regular meeting is rescheduled, notice thereof will be given in conformance with the notice requirements for special meetings. Board meetings shall be held in P 12 Board Room, 9401 Farwest Drive S.W. Tacoma, Washington 98498, or at such other places within the District as the Board shall determine.

WSR 78-01-010

NOTICE OF PUBLIC MEETINGS
DEPARTMENT OF LICENSING

[Letter from Administrator, Divsn. of Professional Licensing, Dec. 27, 1977]

BARBER EXAMINING COMMITTEE — Examinations will be conducted beginning on the dates shown and will continue for 3 to 4 days each period dependent upon the number of examinees. This Committee will also conduct any other normal business that may be brought before it during the periods indicated.

BEGINNING DATE	PLACE
9:00 a.m., February 13, 1978	Modern Barber College 1312 - 2nd Avenue Seattle, WA.
9:00 a.m., April 10, 1978	Moler Barber School 208 West Sprague Spokane, WA.
9:00 a.m., June 12, 1978	Modern Barber College 1312 - 2nd Avenue Seattle, WA.
9:00 a.m., August 14, 1978	Modern Barber College 1312 - 2nd Avenue Seattle, WA.
9:00 a.m., October 9, 1978	Modern Barber College 1312 - 2nd Avenue Seattle, WA.
9:00 a.m., December 11, 1978	Modern Barber College 1312 - 2nd Avenue Seattle, WA.

COSMETOLOGY EXAMINING COMMITTEE — Examinations will be conducted on the dates shown and will continue for 10 to 12 days each period dependent upon the number of examinees. This Committee will also conduct any other normal business that may be brought before it during the periods indicated.

BEGINNING DATE	PLACE
7:30 a.m., January 9, 1978	Spokane School of Hair Fashion 819 West Riverside Spokane, WA.
7:30 a.m., March 6, 1978	Lee's Beauty School 1520 - 2nd Avenue Seattle, WA.
7:30 a.m., May 1, 1978	Spokane School of Hair Fashion 819 West Riverside Spokane, WA.
7:30 a.m., July 10, 1978	Lee's Beauty School 1520 - 2nd Avenue Seattle, WA.
7:30 a.m., September 11, 1978	Spokane School of Hair Fashion 819 West Riverside Spokane, WA.
7:30 a.m., November 1, 1978	Lee's Beauty School 1520 - 2nd Avenue Seattle, WA.

MASSAGE EXAMINING BOARD — Examinations will be conducted on the dates shown and will continue for 4 to 5 days each period dependent upon the number

of examinees. This Committee will also conduct any other normal business that may be brought before it during the periods indicated.

BEGINNING DATE	PLACE
8:00 a.m., March 13, 1978	Hyatt House Seattle, WA.
8:00 a.m., June 12, 1978	Ridpath Hotel Spokane, WA.
8:00 a.m., September 11, 1978	Hyatt House Seattle, WA.
8:00 a.m., December 11, 1978	Hyatt House Seattle, WA.

BOARD OF MEDICAL EXAMINERS — Regular meetings will be conducted beginning on the dates shown and will continue for 2 days. Normal business matters may be brought before this board during these scheduled meetings.

BEGINNING DATE	PLACE
7:00 p.m., January 6, 1978	Vance Airport Inn 18220 Pacific Highway South Seattle, WA.
7:00 p.m., March 10, 1978	Vance Airport Inn 18220 Pacific Highway South Seattle, WA.
7:00 p.m., May 5, 1978	Vance Airport Inn 18220 Pacific Highway South Seattle, WA.
7:00 p.m., July 7, 1978	Vance Airport Inn 18220 Pacific Highway South Seattle, WA.
7:00 p.m., September 8, 1978	Vance Airport Inn 18220 Pacific Highway South Seattle, WA.
7:00 p.m., November 3, 1978	Vance Airport Inn 18220 Pacific Highway South Seattle, WA.

WSR 78-01-011
NOTICE OF PUBLIC MEETINGS
CONSERVATION COMMISSION
 [Memo from Executive Secretary, Nov. 8, 1977]

The Conservation Commission holds regular bimonthly meetings on the third Thursday of the month at various locations in the State of Washington.

The Conservation Commission's first meeting for 1978 will be January 19, 1978, in Olympia, Washington.

Places for other forthcoming meetings are yet to be determined.

WSR 78-01-012
NOTICE OF PUBLIC MEETINGS
DEPARTMENT OF ECOLOGY
 [Memorandum, Dec. 28, 1977]

The Washington State Ecological Commission holds regular quarterly meetings generally in the second week of the month at various locations in the State of Washington.

The Ecological Commission's first meeting for 1978 will be on March 15 and 16 in Richland, Washington. Forthcoming meetings are yet to be determined. Please contact Susan Pratt, Department of Ecology, Olympia, Washington 98504 for further information.

WSR 78-01-013
NOTICE OF PUBLIC MEETINGS
DEPARTMENT OF LICENSING
DIVISION OF PROFESSIONAL LICENSING
BOARD OF NURSING HOME ADMINISTRATORS
 [Letter from Executive Secretary, Dec. 30, 1977]

The Washington State Board of Nursing Home Administrators schedule of regular meetings for calendar year 1978 is as follows:

- Regular Board Meeting —March 21, 1978; 10:00 a.m.
Vance Airport Inn, 18220 Pacific Hwy. So. Seattle, Wa.
- Regular Board Meeting —June 13, 1978; 10:00 a.m.
Vance Airport Inn, Seattle, Washington
- Regular Board Meeting —September 19, 1978; 10:00 a.m.
Vance Airport Inn, Seattle, Washington
- Regular Board Meeting —December 12, 1978; 10:00 a.m.
Vance Airport Inn, Seattle, Washington

The open public business portion of the meeting may be continued to a later time on the day of the meeting if it is necessary for the Board to consider a disciplinary hearing or other executive session matters.

WSR 78-01-014
NOTICE OF PUBLIC MEETINGS
OLYMPIC COLLEGE
 [Memorandum, Dec. 27, 1977]

In accordance with the State Register Act, notice is hereby given that in accordance with WAC 132C-104-035, the Board of Trustees of Community College District #3, Olympic College, hold their regular monthly meeting on the fourth Tuesday at 8:00 p.m. in the Art lecture room, A-103, Olympic College, Chester Street, Bremerton, Washington.

WSR 78-01-015
NOTICE OF PUBLIC MEETINGS
CLARK COMMUNITY COLLEGE DIST. 14
 [Memorandum RAJ #159, Dec. 28, 1977]

In compliance with the Washington State Administrative Code regulations regarding the reporting of meeting dates of the board of trustees, we hereby submit the following dates on which the Board of Trustees of Clark Community College District #14 will meet during 1978:

January 17	July 18
February 21	September 19
March 21	October 17
April 18	November 21
May 16	December 19
June 20	

WSR 78-01-016
NOTICE OF PUBLIC MEETINGS
DEPARTMENT OF LICENSING
DIVISION OF PROFESSIONAL LICENSING
BOARD OF OPTOMETRY
 [Memorandum, Exec. Secty., 12/30/77]

The Washington State Board of Optometrists' schedule of regular meetings for calendar year 1978 is as follows:

Regular Board Meeting — February 15, 1978; 9:00 a.m.

Vance Airport Inn, 18220 Pacific Hwy So., Seattle, Wa.

Regular Board Meeting — June 14, 1978; 7:00 p.m.
 University Towers Hotel, 4507 Brooklyn Ave N.E., Seattle, Wa.

Regular Board Meeting — October 4, 1978; 9:00 a.m.
 Vance Airport Inn, Seattle, Washington

Regular Board Meeting — December 14, 1978; 9:00 a.m.

Vance Airport Inn, Seattle, Washington

The open public business portion of the meeting may be continued to a later time on the day of the meeting if it is necessary for the Board to consider a disciplinary hearing or other executive session matters.

WSR 78-01-017
NOTICE OF PUBLIC MEETINGS
LOWER COLUMBIA COLLEGE
 [Board of Trustees By-Laws 1.2.1.2]

2. Meetings

All meetings shall conform to the laws of the State of Washington.

a. Regular Meetings

The Board shall meet at 7:30 pm on the third Wednesday of each month, unless otherwise determined, at a place designated by the Chairman of the Board. The

meeting place shall be within the legal boundaries of Community College District No. 13 provided that the annual meeting in April for the organization of the Board shall be held on the College Campus.

WSR 78-01-018
NOTICE OF PUBLIC MEETINGS
SCHOOL DIRECTORS' ASSOCIATION
 [Memorandum from Exec. Secy., Dec. 22, 1977]

The Executive Committee meetings for 1978 have been scheduled as follows:

Jan. 13-14	Sea-Tac Airport Hilton, Seattle
Mar. 17-18	Sheraton, Olympia
May 19-20	Chiefton, Wenatchee
July 14-15	Admiralty Inn, Port Ludlow
Sept. 8-9	Towne Plaza, Yakima
Nov. 10-11	Ramada Inn, Spokane
Nov. 30/Dec. 2	Olympic Hotel, Seattle

The January 13-14 meeting will begin at 10 a.m. on Friday, January 13.

The March 17-18 meeting will be preceded by a dinner with the State Board of Education on Thursday evening, March 16.

The September 8-9 meeting will be a joint meeting with the Legislative Committee.

WSR 78-01-019
NOTICE OF PUBLIC MEETINGS
HIGHLINE COMMUNITY COLLEGE
 [WAC 132I-104-060]

WAC 132I-104-060 MEETINGS OF THE BOARD OF TRUSTEES. The Board of trustees shall hold one regular meeting each month except during the month of August.

(1) Time of regular meeting: The regular monthly meeting shall be held on the third Thursday of each month, commencing at 8:30 a.m. with a study session. The action session will commence at 10:00 a.m. Regular meetings may be cancelled with consent of the majority of the Board.

(2) Place of regular meeting: The study session shall be held in the Board Room of the Administration Building. All other meetings, both regular and special, shall be held in the Gold Room of the Performing Arts Center; provided, however, that the place of the meeting may be changed to such location as the Chairman may direct and 24 hours written notice of the change of place of the meeting shall be given to each member of the Board.

(3) Special meeting: Special meetings of the Board may be convened by the Chairman, provided written notice of such meeting is given to each individual Trustee at least 24 hours prior to a special meeting unless notice be waived in writing or by actual attendance at the meeting. Such notice shall specify the date, time, and

place of the special meeting and the business to be transacted.

(4) Executive sessions: The Board may convene executive sessions whenever it is deemed necessary in the interest of the College for the purpose of discussing matters or items for which Executive Sessions are authorized in Chapter 42.30 RCW as it now exists or amended hereafter.

WSR 78-01-020

**NOTICE OF PUBLIC MEETINGS
COMMISSION FOR VOCATIONAL EDUCATION
[By-Laws, Art. III, sec. 1]**

Section 1. Regular Meetings. Meetings of the Commission shall be held on the fourth Thursday of each month beginning with the month of September. An annual meeting shall be held during the month of September. Each regular meeting shall be preceded by a planning meeting. The specific time and place for each meeting shall be designated by the Commission at its preceding meeting or designated by the Executive Director in the absence of Commission action. Regular meetings shall be held in the Greater Olympia area except that, as necessary for public convenience or expense, a meeting may be held at any place in the State.

WSR 78-01-021

**NOTICE OF PUBLIC MEETINGS
STATE BOARD FOR
COMMUNITY COLLEGE EDUCATION
[WAC 131-08-005(1)]**

WAC 131-08-005 General description of State Board organization and operations. (1) The State Board for Community College Education consists of seven members appointed by the Governor. Successors of the members initially appointed serve for terms of four years. For the academic year 1977-78 regular meetings will be held on September 8, 1977; October 19, 1977; December 1, 1977; January 12, 1978; March 2, 1978; April 6, 1978; May 17, 1978; and June 28, 1978. The location of each meeting is available at the State Board offices, 319 7th Ave., Olympia, Wa 98504.

WSR 78-01-022

**NOTICE OF PUBLIC MEETINGS
THE EVERGREEN STATE COLLEGE
[EAC 174-104 BYLAWS OF GOVERNING BOARDS]**

EAC 174-104-120 Meetings

(1) Regular Meetings. A regular meeting of the Board of Trustees shall be held once each month unless dispensed with by the Board of Trustees, on the campus of The Evergreen State College beginning at 10:00 A.M. on the second Thursday of the month, except that when such Thursday shall be a legal

holiday, the meeting shall be held on the Wednesday immediately preceding such second Thursday.

WSR 78-01-023

**NOTICE OF PUBLIC MEETINGS
WASHINGTON COUNCIL FOR
POSTSECONDARY EDUCATION
[Memorandum, Asst. Atty. Gen., 12/28/77]**

Schedule of Meetings
January 25-26, 1978
Vance Airport Inn, Seattle
March 7-8, 1978
Tacoma
April 18-19, 1978
Pullman
June 1-2, 1978
Wenatchee

WSR 78-01-024

**NOTICE OF PUBLIC MEETINGS
INTERAGENCY COMMITTEE FOR OUTDOOR
RECREATION**

[Memorandum from Administrator, Dec. 29, 1977]

Re your memorandum 77-4 to all rule-making agencies, following are listed the Public Meetings anticipated by the Interagency Committee for Outdoor Recreation for 1978:

January 27, 1978	9:00 a.m. Olympia	Special Meeting
	Transportation Board Room	Commissioners'
	Highways Building	Administration
March 30-31, 1978	9:00 a.m. Olympia	Funding Session
	(Place not yet confirmed)	
September 25-26, 1978	9:00 a.m. (Place not yet confirmed)	Funding Session

WSR 78-01-025

**NOTICE OF PUBLIC MEETINGS
YAKIMA VALLEY COLLEGE
[Letter, Pres., 12/28/77]**

For publication in the Washington State Register the dates, times and places of regularly scheduled meetings of Community College District 16 Board of Trustees are as follows:

Date	Time	Place
January 4, 1978	4:00 p.m.	Prior Board Room, Yakima Valley College

Date	Time	Place
February 1, 1978	4:00 p.m.	Prior Board Room, Yakima Valley College
March 1, 1978	4:00 p.m.	Prior Board Room, Yakima Valley College
April 5, 1978	4:00 p.m.	Prior Board Room, Yakima Valley College
May 3, 1978	4:00 p.m.	Prior Board Room, Yakima Valley College
June 7, 1978	4:00 p.m.	Prior Board Room, Yakima Valley College
July 5, 1977	4:00 p.m.	Prior Board Room, Yakima Valley College
August 2, 1978	4:00 p.m.	Prior Board Room, Yakima Valley College
September 6, 1978	4:00 p.m.	Prior Board Room, Yakima Valley College
October 4, 1978	4:00 p.m.	Prior Board Room, Yakima Valley College
November 1, 1978	4:00 p.m.	Prior Board Room, Yakima Valley College
December 6, 1978	4:00 p.m.	Prior Board Room, Yakima Valley College

WSR 78-01-026

**NOTICE OF PUBLIC MEETINGS
CENTRAL WASHINGTON UNIVERSITY
WENATCHEE VALLEY COLLEGE
YAKIMA VALLEY COLLEGE**
[Memorandum, Admin. Secty., Dec. 28, 1977]

The following agencies would like the information on their regular meetings of their Boards of Trustees published in the Washington State Register:

Central Washington University

The regular meetings of the Board of Trustees of Central Washington University shall be held on the second Friday of each month at 8:00 p.m. in rooms 204-205 of Samuelson Union Building on the Central Washington University campus in Ellensburg, Washington.

Wenatchee Valley College

The regular meetings of the Board of Trustees of Wenatchee Valley College shall be held on the second Wednesday of each month at 1:30 p.m. in the Board Room of Wells Hall on the Wenatchee Valley College campus in Wenatchee, Washington.

Yakima Valley College

The regular meetings of the Board of Trustees of Yakima Valley College shall be held on the first Wednesday of each month at 4:00 p.m. in the Board of Trustees' office at 16th and West Nob Hill Blvd. on the Yakima Valley College campus in Yakima, Washington.

**WSR 78-01-027
NOTICE OF PUBLIC MEETINGS
COLUMBIA BASIN COLLEGE**
[Letter, Office of Pres., 12/29/77]

Columbia Basin Community College Board of Trustees meets the first Monday of each month at 7 p.m. in the Board Room at the College. Extenuating circumstances may, from time to time, call for a change in this schedule.

**WSR 78-01-028
NOTICE OF PUBLIC MEETINGS
BOARD OF INDUSTRIAL INSURANCE APPEALS**
[WAC 263-12-015(3)]

Pursuant to the Rules of Practice and Procedure for the Board of Industrial Insurance Appeals, 263.12.015(3) the Board shall meet in formal session at its headquarters in Olympia, Washington, Capital Center Building, 410 W. Fifth, at 9:00 AM on Friday of each calendar week of the year.

**WSR 78-01-029
NOTICE OF PUBLIC MEETINGS
SHORELINE COMMUNITY COLLEGE**
[Letter, Secty. of Board 12/30/77]

In accordance with Section 12 of the State Register Act, this letter is to advise that the Board of Trustees of Shoreline Community College, District Number Seven regularly meets on the third Friday of each month at 7:30 a.m. in the Board Room of the Administration Building on the campus. The Board also holds such special meetings as may be requested by the Chairman of the Board or by a majority of the members of the Board and announced in accordance with law.

**WSR 78-01-030
NOTICE OF PUBLIC MEETINGS
BOARD OF PILOTAGE COMMISSIONERS**
[WAC 296-116-010]

Pursuant to Section 12 of the State Register Act (chapter 240, Laws of 1977 1st. ex. sess.), you are informed that WAC 296-116-010 provides that the Board of Pilotage Commissioners shall meet on the first Thursday of each month at 10:00 a.m. These meetings are held in the offices of the Washington State Ferries, Pier 52, Seattle, Washington. If the first Thursday of a month falls on a holiday, the meeting will take place on the following Thursday at the same hour and at the same place.

WSR 78-01-031
NOTICE OF PUBLIC MEETINGS
PUBLIC DISCLOSURE COMMISSION
 [WAC 390-12-010]

Pursuant to the requirement of Section 12, Chapter 240, Laws of 1977, 1st Extraordinary Session, I am herein reporting to you that the Public Disclosure Commission holds its regular meetings on the third Tuesday of each month (WAC 390-12-010). Meeting dates in 1978 will be as follows: January 17, February 21, March 21, April 18, May 16, June 20, July 18, August 15, September 19, October 17, November 21, and December 19.

WSR 78-01-032
NOTICE OF PUBLIC MEETINGS
URBAN ARTERIAL BOARD
 [Memorandum, Dec. 30, 1977]

In accordance with the State Register Act of 1977, I submit the following schedule of meetings for the Urban Arterial Board for 1978: January 19; April 20; July 20; and October 19.

In addition to the regularly scheduled quarterly meetings required by state statutes, the Board may need to meet at other times and your office will be notified accordingly by being placed on our "Notice of Meeting" mailing list. These additional meetings will always be held on the third Thursday of the month.

WSR 78-01-033
EMERGENCY RULES
DEPARTMENT OF FISHERIES
 [Emergency—Order 78-1—Filed 1/3/78]

I, Gordon Sandison, director of The State Department of Fisheries, do promulgate and adopt at Olympia, Washington the annexed rules relating to: Personal use shellfish regulations.

I, Gordon Sandison, find that an emergency exists and that the foregoing order is necessary for the preservation of the public health, safety, or general welfare and that observance of the requirements of notice and opportunity to present views on the proposed action would be contrary to public interest. A statement of the facts constituting such emergency is: Razor clams are very small in this area. Closure is necessary to allow these clams to grow.

Such rules are therefore adopted as emergency rules to take effect upon filing with the code reviser.

This rule is promulgated pursuant to RCW 75.08.080 and is intended to administratively implement that statute.

The undersigned hereby declares that he has complied with the provisions of the Open Public Meetings Act (chapter 42.30 RCW), the Administrative Procedure Act (chapter 34.04 RCW) or the Higher Education Administrative Procedure Act (chapter 28B.19 RCW), as

appropriate, and the State Register Act (chapter 34.08 RCW).

APPROVED AND ADOPTED January 3, 1978.

By Gordon Sandison
 Director

NEW SECTION

WAC 220-56-08000B RAZOR CLAMS—CLOSED AREA. *Notwithstanding the provisions of WAC 220-56-080, it shall be unlawful to take, dig for or possess razor clams for personal use in the southern 5 miles of beach in the Ocean Shores area, from the Oceans Shores Inn approach, at the end of Chance Ala Mer Road, south to the North Jetty at the mouth of Grays Harbor.*

REPEALER

The following sections of the Washington Administrative Code are hereby repealed:

WAC 220-36-02100J GILLNET SEASONS—GRAYS HARBOR

WAC 220-47-31100S SALMON SEASON
WAC 220-47-41400A GILLNET—MESH
SIZE

WAC 220-52-04600A CRAB FISHERY—SEASON

WSR 78-01-034
PROPOSED RULES
GAMBLING COMMISSION
 [Filed Jan. 3, 1978]

Notice is hereby given in accordance with the provisions of RCW 34.04.025 that the Washington State Gambling Commission intends to adopt, amend, or repeal rules concerning: The licensing and regulation of gambling activities. (A copy of the proposed rules is attached hereto; however, changes may be made at the public hearing.)

that such agency will at 10 a.m., Thursday, February 16, 1978 in the Public Util. Dist. #1 of Clark Co., 1200 Fort Vanc. Way, Vancouver, WA conduct a hearing relative thereto;

and that the adoption, amendment, or repeal of such rules will take place at 10 a.m., Thursday, February 16, 1978 in the Public Util. Dist. #1 of Clark Co., 1200 Fort Vanc. Way, Vancouver, WA.

The authority under which these rules are proposed is: Chapter 9.46 RCW

Interested persons may submit data, views, or arguments to this agency in writing to be received by this agency prior to February 16, 1978 and/or orally at 10 a.m., Thursday, February 16, 1978, Public Util. Dist. #1 of Clark Co., 1200 Fort Vanc. Way, Vancouver, WA.

Dated: January 3, 1978
 By: William L. Williams
 Assistant Attorney General

AMENDATORY SECTION (Amending order 78, filed 11-17-77)

WAC 230-02-350 COMMERCIAL STIMULANT. An activity is operated as a commercial stimulant, for the purposes of chapter 9.46 RCW and these rules, only when it is an incidental activity operated in connection with, and incidental to, an established business, primarily engaged in the sale of food or drink for consumption on the premises, with the primary purpose of increasing the volume of sales of food and drink for consumption on that business premises.

An activity authorized for use as a commercial stimulant shall be deemed as not being used for this purpose when the gross receipts from that activity, less that amount paid out for or as prizes, and less that amount paid out in federal, state, and local taxes or fees, directly related to the activity, are more than ((fifty percent of)) the total of the gross receipts from the food and drink business during any calendar quarter.

[This rule is promulgated pursuant to RCW 9.46.020(5) (Section 1(5) Chapter 326, Laws of 1977, 1st Ex. Sess.) and is intended to administratively implement that statute.]

AMENDATORY SECTION (Amending Order 80, filed 12-28-77)

WAC 230-25-110 FUND RAISING EVENT—USE OF EQUIPMENT, LEASE OR RENTAL FROM LICENSEE ONLY. Only those persons holding a valid license to sell or distribute punchboards, pull tabs, or pull tab dispensing devices shall be authorized to sell or lease gaming equipment to bona fide nonprofit or charitable organizations licensed to conduct fund raising events for use in connection with a licensed fund raising event. All rules and regulations of the commission relating to the sale or distribution of punchboards, pull tabs, or pull tab dispensing devices by such distributors, shall be likewise applicable to the sale or rental by them of gaming equipment for use in a licensed fund raising event, except to the extent such rules are inconsistent with the provisions of this section: **PROVIDED**, That commission approval of such gaming equipment shall not be required, nor shall identification stamps be required for such equipment: **PROVIDED FURTHER**, That a licensee to conduct fund raising events may sell, loan or rent equipment acquired for its own fund raising event to another such licensee without being licensed as a distributor.

No sale or rental of gaming equipment for use in a licensed fund raising event shall be transacted except on commercially reasonable terms established in the competitive market. All rentals shall be a lump sum or hourly rate, and shall not be based upon a percentage of the income or profit derived from the conduct of the fund raising event.

No licensee to conduct fund raising events shall purchase or rent gaming equipment except from another such licensee, or from a licensed distributor.

Any bona fide charitable or nonprofit organization licensed to conduct fund raising events may utilize such equipment, not otherwise prohibited by law or these regulations, as is owned or constructed by such licensee, or which is borrowed or leased from another bona fide charitable or nonprofit organization which has been licensed by the commission to conduct fund raising events.

No licensee to conduct fund raising events shall use, or permit the use of, equipment owned by it for any purpose other than the operation of licensed fund raising events, or other authorized gambling activities by the licensee: **PROVIDED, HOWEVER**, That the licensee may, within the twelve calendar month period following [licensure] [the conduct of the fund raising event for which it was licensed,] loan or rent such equipment to another bona fide charitable or nonprofit organization for use in conjunction with a licensed fund raising event.

[This rule is promulgated pursuant to RCW 9.46.070(4) and is intended to administratively implement that statute.]

WSR 78-01-035
NOTICE OF PUBLIC MEETINGS
LIQUOR CONTROL BOARD
[WAC 314-60-906]

BE IT RESOLVED BY THE WASHINGTON STATE LIQUOR CONTROL BOARD, That it will conduct regular meetings on Tuesday and Thursday morning of each week except on holidays, commencing

at 9:30 a.m., at its offices located on the fifth floor in the Capitol Plaza Building, Olympia, Washington.

WSR 78-01-036
PROPOSED RULES
DEPARTMENT OF
SOCIAL AND HEALTH SERVICES
(Board of Health)
[Filed Jan. 4, 1978]

Notice is hereby given in accordance with the provisions of RCW 34.04.025 that the Washington State Board of Health intends to adopt, amend, or repeal rules concerning: AMD. Chapter 248-14 WAC, relating to nursing homes.

that such agency will at 10:00 a.m., Wednesday, February 15, 1978 in the Auditorium, Office Building #2, 12th and Franklin, Olympia, WA 98504 conduct a hearing relative thereto;

and that the adoption, amendment, or repeal of such rules will take place at 10:00 a.m., Wednesday, February 15, 1978 in the Auditorium, Office Building #2, 12th and Franklin, Olympia, WA 98504.

The authority under which these rules are proposed is: RCW 18.51.070

Interested persons may submit data, views, or arguments to this agency in writing to be received by this agency prior to February 15, 1978 and/or orally at 10:00 a.m., Wednesday, February 15, 1978, Auditorium, Office Building #2, 12th and Franklin, Olympia, WA 98504.

Dated: January 3, 1978
By: John A. Beare, MD
Secretary

AMENDATORY SECTION (Amending Order 77, filed 1/9/73)

WAC 248-14-230 FOOD AND FOOD SERVICE. (1) (~~Diets and Menus. (a) A well balanced diet of good quality food, correctly prepared, attractively served and in sufficient quantity to meet the nutritional and physiological needs of the patient shall be provided. The well balanced diet shall~~) All food service facilities and practices shall be in compliance with chapter 248-84 WAC, Rules and Regulations of the State Board of Health governing food service sanitation.

(2) Food served shall meet the needs of residents and menus shall be planned that are well balanced, palatable, properly prepared, and sufficient in quality and quantity to meet the dietary allowances of the Food and Nutrition Board of the National Research Council (~~adjusted to age, sex, and activity.~~)

(b) ~~At least three meals a day shall be served at regular intervals. There shall not be more than a 14-1/2 hour span between a substantial evening meal and the breakfast meal. The substantial meal shall be one that provides one-third to one-half of the protein requirement for the day plus fruits, vegetables and other foods to compose a meal that is acceptable and pleasing to the resident and contributes to his total dietary requirement. It is recommended that evening snacks be offered. Special nourishments as required shall be served. Nutrient concentrates shall be given only on the order of a physician.~~

(c) ~~Food should be prepared in ways that conserve the nutritive value and be suitably cooked for the digestive capacity of the groups served. The food should be served in such a manner that it will be acceptable to the patients. Diets for the geriatric patient usually include relatively high quantities of protein, calcium, and vitamins. The following is intended as a guide of recommended minimum daily requirements for an adult patient:~~

~~1 pint of milk
2 servings of fruit, one being citrus~~

- 1 to 2 servings of meat, fish, poultry or eggs
- Cereals or bread as desired
- Potatoes or substitute as desired
- 2 servings of vegetables, one being leafy green or yellow vegetable in addition to potatoes
- Simple desserts such as fruit, custard, gelatin and puddings

(d) Special diets shall be provided as ordered by the physician.
 (e)) (a) Required dietary allowances must be adjusted to the age, sex, and activity level of each resident, with appropriate modification necessitated by the effect of medications on the resident.

(b) Food shall be prepared by methods that conserve nutritive value, consistency, appearance and palatability. The food should be served in such a manner that it will be attractive and at temperatures that are acceptable to residents.

(c) Therapeutic diets shall be provided as prescribed by the physician. Nutrient concentrates shall be given only on the order of a physician.

(d) Therapeutic diets which shall be used for tube feeding must be of uniform consistency and quality. These diets must be prepared and stored in such a manner so as to maintain uniformity and to prevent contamination by bacterial growth or other harmful substances.

(e) A minimum of three meals in each 24 hour period shall be provided. The time interval between breakfast and the evening meal shall be not less than 10 hours. The time interval between meals shall not be less than 4 hours. One of the meals shall provide 1/3 to 1/2 of the total requirements for the day. Nourishments or snacks shall be served as required to meet the recommended dietary allowances or the physician's prescription.

(f) Table service shall be available to all those who can and will eat at a table. Table service should be provided in a manner that will best serve the psycho-social and nutritive interests of the residents.

(3) Menus for the general (or house) diets and for the modified therapeutic diets shall be ((planned at least one)) prepared two weeks in advance and ((shall)) the current dated menu must be posted in the food service area and records shall be retained for inspection and available for at least one year. ((There)) These shall ((also)) be ((made)) available for review by the department((, a)). There shall also be made available for review by the department, dated records of ((kinds and amounts of)) foods purchased and received for use in the ((home)) facility for ((a given period of time,)) one year and the number of people served during ((this period)) the corresponding year.

((f) Table service for the individual or group shall be available to all those who can and will eat at a table. Table service should be provided in a manner that will best serve the interest of the patients.

(2) Food service sanitation standards in both new and existing nursing homes shall be governed by chapter 248-84 WAC.)

(4) The food manager for the facility must have completed a food service supervisory course approved by the American Dietetic Association or the department. Consultation by a dietitian must be provided to meet the requirements of this section.

AMENDATORY SECTION (Amending Order 146, filed 3/22/77)

WAC 248-14-240 PERSONNEL. (1) The nursing service shall be supervised by a person licensed by the state of Washington to practice as a registered nurse or licensed practical nurse. This person shall be actively on duty at least 40 hours a week.

(2) A sufficient number of registered nurses, licensed practical nurses, or aides shall be employed to provide adequate nursing care for patients.

(3) Provision shall be made for sufficient personnel to be available for relief duty and vacation replacements.

(4) Active, full time nursing care for the patients throughout the night shall be provided.

The department may approve hourly checks of the patients and the home when full time night care is not indicated.

(5) There shall be a sufficient number of auxiliary personnel to carry out the functions involved with the dietary, housekeeping, maintenance and laundry activities.

(6) A current personnel record shall be kept on file for each employee. These records shall be kept on file in the facility for five years.

((6)) (7) Each employee shall be in good health and free from communicable diseases. Each employee shall have an employment and annually thereafter a tuberculin skin test by the Mantoux method, except that an employee who is known to be a positive reactor shall have a chest x-ray examination in lieu of a required tuberculin skin test. A positive test will consist of ten mm. of induration read at 48-72 hours.

Records of the results of Mantoux tests and chest x-ray examinations shall be kept ((on file in the nursing home)) in the personnel record of each employee for five years.

((7)) (8) An employee who feels that the tuberculin skin test by the Mantoux method would present a hazard to his health because of conditions peculiar to his own physiology may present supportive medical data to this effect to the tuberculosis control program, health services division, department of social and health services. The department will select three physicians expert in the management of tuberculosis and will submit the medical data to them. The three physicians will review and evaluate the data and thereafter recommend to the department whether the requirement of the tuberculin skin test should be waived for the individual employee. The department will consider the recommendation of the three physicians selected by it and will decide whether the waiver should be granted to the individual employee and will notify the employee accordingly. Any employee granted a waiver from the tuberculin skin test shall have a chest x-ray taken in lieu thereof.

((8)) (9) Any employee who gives direct patient care or treatment shall be at least 16 years of age.

((9)) (10) A copy of these regulations shall be readily available to all employees of the institution, and each employee should be familiar with the appropriate provisions of these rules and regulations.

NEW SECTION

WAC 248-14-265 ASSESSMENTS. The department shall evaluate the health care status of patients admitted to a nursing home.

(1) Evaluation shall be performed through the use of a uniform evaluation process.

(2) Evaluation shall be performed through a review of the patient's medical record and an assessment.

(3) Evaluations shall be entered into the computer storage, so that changes in status may be retrieved and compared.

(4) Evaluations shall remain confidential and shall not be disclosed in any format which could potentially lead to the identification of any individual.

AMENDATORY SECTION (Amending Order 94, filed 1/9/74)

WAC 248-14-270 PERSONAL HEALTH RECORD(S) SERVICE. ((The following records, containing the information outlined, shall be kept and shall be available to authorized representatives of the department. These records shall be either typewritten or recorded legibly in ink. Reports as requested shall be submitted to the state department of social and health services:

(1) Patient records:

(a) Record of admission and discharge:

- Name _____ Attending physician
- Home phone _____ Address
- Previous address _____ Phone number
- Sex _____ Diagnosis
- Date of birth _____ Admission date
- Place of birth _____ Discharge date
- Occupation _____ Condition on
- Marital status _____ discharge
- Religion _____ Address to which
- Name, address, _____ discharged
- and telephone
- number of nearest
- relative or
- friend:

(b) Record of patient's valuables and clothing:

(c) Physician's record

- Diagnosis by physician
- Medication, diet, and treatment prescribed, date and signature of physician
- Progress notes by physician

(d) Referral sheet from home, hospital, physician, or agency sending patient:

(e) Nursing record:

(i) Date of each physician's visit

(ii) A record shall be kept of all medications administered. The information to be recorded for each medication shall include the date, time, name of substance and dosage, method of administration and initials of the nurse who administered the medication. The full signature of the nurse shall be recorded on the same page as the initials.

(iii) Entries shall be made on the nursing records whenever medications are started or discontinued.

(iv) Date and time of all treatments and dressings.

(v) Record of all pertinent factors pertaining to the patient's condition. Charting of observations shall be done by the person who gives the care. They may be done daily, weekly, or at least monthly, as indicated by the patient's condition.

(vi) Record of all accidents occurring while patient is in the home.

(vii) Other significant observations, such as moods, delusions, hallucinations, judgment, orientation and behavior.

(2) Census register. A register shall be kept in a separate bound book, listing in chronological order the names and dates of admissions and discharges. This shall be kept in such a manner that total patient days and average yearly census can be calculated.

(3) Personnel record. A current personnel record shall be kept on file. These records shall be kept on file for five years.

(4) Policy record. All standing orders, rules, regulations, nursing procedures, and policies adopted for the nursing home by the medical staff shall be placed on file and be readily accessible in the home to personnel.) Each facility shall have a defined health records service in which the records are kept in accordance with recognized principles of health record management. All records shall be available to the department for inspection.

(1) The personal health record system shall:

(a) Be governed by written policies which are available to the department for review;

(b) Have a designated individual exercising responsibilities for the system who shall have appropriate education and exercise in health record management. This person may be a consultant;

(c) Include a system of record identification and indexing which assures access to records;

(d) Include mechanisms to secure records from theft or destruction and secure the confidentiality of each record; and

(e) Be managed in accordance with written procedures which shall be available to the department for inspection.

(2) The personal health record shall:

(a) Be documented, including the date and authentication of each entry, which shall be written legibly in ink, typewritten or on a computer terminal. Dictated reports shall be promptly transcribed and included in the record;

(b) Be developed and maintained for each person who receives care or treatment at the facility;

(c) Contain information obtained upon admission which shall include identifying and sociological data, an inventory of personal belongings, a medical history, a report of a physical examination by a physician;

(d) Contain information about the person's treatment in the facility which shall include all treatments, medications, observations, health teaching, physicians' orders, periodic medical examinations, allergic or idiosyncratic responses, consents to treatment, diagnostic reports and revision of the nursing assessment and plan; and

(e) Contain a summary upon discharge which includes physician's discharge summary, instructions given to the person, a record of any referrals or conferences directed toward continuity of care, diagnosis and prognosis and appropriate information if the patient has died which shall include the time and date of death, apparent cause of death, appropriate notification of the physician and the disposition of the body.

(3) A copy of the personal health record, or appropriate excerpts, shall accompany the person upon transfer to another facility or to an outpatient department or home health agency which will have continuing responsibility for that person's health care.

(4) Personal health records shall be retained in the facility of the time period required by RCW 18.51.300.

(a) If a nursing home ceases operations, it shall make immediate arrangements, as approved by the department, for preservation of the personal health records. The plan for such arrangements shall have been approved by the department prior to the cessation of operation.

(b) In event of transfer of ownership of the facility, personal health records, registers, indexes, and reports shall remain with the facility and shall be retained and preserved by the new owner in accordance with state statutes and regulations.

(c) Records of nursing homes or nursing home units owned or operated by the state of Washington, or a political subdivision thereof, are subject to the provisions of chapter 40.14 RCW and regulations promulgated thereunder, as to the maintenance and disposition of personal

health records and other records kept in the ordinary course of business.

(5) The facility shall maintain a census register which includes all admissions, discharges, deaths and transfers (noting the receiving facility), in chronological order. A daily census shall be kept of those persons residing in the facility who are physically present. A record of cumulative patient days (daily census) shall be kept on a monthly basis.

(a) Transfer which must be included in the census register, and for which a new personal health record must be opened, include transfer to a hospital for inpatient treatment.

(b) Social leaves taken in accordance with the procedures set forth in WAC 388-88-115 must be noted in the census register, but a new personal health record need not be opened when the person returns to the facility.

(6) The facility shall maintain a master patient index which has a reference for each person including the personal health records numbers, full name, date of birth, admission date and discharge date. Facilities which provide outpatient services pursuant to WAC 248-14-295 shall keep, and index, records of such services pursuant to that section.

WSR 78-01-037

PROPOSED RULES

DEPARTMENT OF SOCIAL AND HEALTH SERVICES

(Institutions)

[Filed Jan. 4, 1978]

Notice is hereby given in accordance with the provisions of RCW 34.04.025 that the Department of Social and Health Services intends to adopt, amend, or repeal rules concerning: AMD: Ch. 275-25 WAC relating to county plans for mental health, drug abuse, developmental disabilities and alcoholism

that such agency will at 10:00 AM, Thursday, February 9, 1978 in the Large Auditorium, 1st Floor, General Administration Bldg., Olympia, WA conduct a hearing relative thereto;

and that the adoption, amendment, or repeal of such rules will take place at 9:00 AM, Wednesday, March 1, 1978 in William B. Pope's office, 3-D-14, 12th & Jefferson, State Office Bldg. #2, Olympia, WA.

The authority under which these rules are proposed is: Ch. 71.20 RCW, RCW 71.20.030, 71.20.050 and 71.20.070

Interested persons may submit data, views, or arguments to this agency in writing to be received by this agency prior to 2/9/78 and/or orally at 10:00 AM, Thursday, February 9, 1978, Large Auditorium, 1st floor, General Administration Bldg., Olympia, WA.

Dated: January 4, 1978

By: Gerald E. Thomas
Deputy Secretary

AMENDATORY SECTION (Amending Order 1142, filed 8/12/76)

WAC 275-25-520 SERVICES. The following services purchased or provided by a ((developmental disabilities agency)) county, are eligible for state and/or federal funds through the bureau of developmental disabilities whenever such services are purchased or provided ((to)) for developmentally disabled persons who are determined eligible by the department's bureau of developmental disabilities in accordance with the approved county plan:

(1) Transportation:

(a) ((the)) The movement of developmentally disabled persons to and from the places where they are receiving ((other)) services, including developmental centers, when the person's disabilities and/or

other circumstances prevent them from using public or family transportation and transportation is not otherwise available.

(b) The development of plans and activities to increase the accessibility of local public transportation.

(2) Information and Referral: ((A listing of all available resources for developmentally disabled persons for use by such persons, their families, professionals, and the general public.))

(a) Information to the public regarding available developmental disabilities services and regarding detection and prevention of causes of mental retardation.

(b) Referral of families and individuals to the bureau of developmental disabilities and follow-up to assure that client needs are addressed.

((3) Diagnostic: Identification of the presence, cause, and complications of developmental disabilities.

(4) Evaluation: Assessment of the extent to which the disability limits the individual's daily living and work activities; the extent to which the disability can be removed or minimized by available services; and the type and extent of services needed, including service objectives and an individual program plan.

(5) Treatment: Services including but not limited to physical therapy, speech therapy, behavior modification, occupational therapy, etc., for the purpose of off-setting processes which cause or complicate developmental disabilities.

(6) Recreation: Planned and supervised activities of play, amusement, and relaxation designed to promote individual therapeutic needs, social interaction, constructive use of leisure time, and good health.

(7) Family Counseling: Professional advice to families with developmentally disabled members to aid them in understanding the developmentally disabled individual's capacities and limitations.

(8) Education: Provision of individual learning situations including practical academic subjects, basic skills, and skills for everyday living. Education services shall be provided only to developmentally disabled persons not eligible for public school services.

(9) Vocational Training: Activities involving occupational skill training, paid employment, and work adjustment.

(10) Medical and Dental: Medical services such as general medicine, pediatrics, neurology, general surgery, orthopedics, and other specialties.

(11) Psychiatric: To be provided only when an existing community mental health center cannot meet the need.)

(3) Recreation: community recreation activities not included in the developmental center programs designed to:

(a) Help meet individual therapeutic needs in self-expression.

(b) Develop skills leading to enjoyable and instructive use of leisure time.

(c) Integrate the developmentally disabled individual into community sponsored recreational activities.

(4) Professional Services: the development and provision of local resources for professional treatment of families of developmentally disabled persons and developmentally disabled individuals.

(5) Program Evaluation: assessment of program quality and measurement of effectiveness.

(6) Planning and Administration: planning, organizing, coordinating, budgeting, staffing, and establishing the direction or controlling the policies, goals and objectives for the county developmental disabilities program with respect to and in conjunction with local, state, and federal policies, goals and objectives. Administration includes requirements for general administration regarding personnel, purchasing, filing, correspondence, clerical, etc.

(7) Consultation and staff development services: activities which provide professional information and improve skills of the developmental center staff and others providing services to developmentally disabled persons.

(8) Developmental Center Services:

(a) Early childhood developmental services provided by a developmental center certified as required by Chapter 275-27 WAC to developmentally disabled infants and young children.

(b) Social and living skills, prework, or specific job training to developmentally disabled adults provided by a developmental center certified as required by Chapter 275-27 WAC to adults. (Counties may continue to contract and receive funding for services from existing agencies without certification until June 30, 1978).

(9) Start-up and Emergency Needs: assistance to developing new developmental disabilities programs and sustaining existing developmental disabilities programs in times of emergency.

(10) Alternative Living: the development of alternative living resources and assistance with supplemental support services other than direct fiscal support to the client.

Reviser's note: RCW 34.04.058 requires the use of underlining and deletion marks to indicate amendments to existing rules. The rule published above varies from its predecessor in certain respects not indicated by the use of these markings.

REPEALER

The following sections of the Washington Administrative Code are each repealed:

WAC 275-25-510 DEFINITION.

WAC 275-25-525 PROGRAM REQUIREMENT.

**WSR 78-01-038
PROPOSED RULES
DEPARTMENT OF
SOCIAL AND HEALTH SERVICES
(Institutions)
[Filed Jan. 4, 1978]**

Notice is hereby given in accordance with the provisions of RCW 34.04.025 that the Department of Social and Health Services intends to adopt, amend, or repeal rules concerning: AMD: Ch. 275-27 WAC relating to Bureau of Developmental Disabilities Case Services and Home Aid Resources

that such agency will at 10:00 AM, Thursday, February 9, 1978 in the Large Auditorium, 1st Floor, General Administration Bldg., Olympia, WA conduct a hearing relative thereto;

and that the adoption, amendment, or repeal of such rules will take place at 9:00 AM, Wednesday, March 1, 1978 in William B. Pope's office, 3-D-14, State Office Bldg. #2, 12th & Jefferson, Olympia, WA

The authority under which these rules are proposed is: RCW 72.01.090, 72.33.165, 72.33.800 and 72.33.810

Interested persons may submit data, views, or arguments to this agency in writing to be received by this agency prior to 2/9/78 and/or orally at 10:00 AM, Thursday, February 9, 1978, Large Auditorium, 1st floor, General Administration Bldg., Olympia, WA.

Dated: January 4, 1978

By: Gerald E. Thomas
Deputy Secretary

NEW SECTION

WAC 275-27-600 BUREAU CERTIFICATION OF DEVELOPMENTAL CENTERS. (1) An agency must be certified as a developmental center by the bureau to be eligible for state and/or federal funds provided through the bureau for either:

(a) early childhood developmental service; or

(b) social and living skills, prework, or specific job training to developmentally disabled adults. (Effective date of this subsection is July 1, 1978).

(2) In order to be certified as a developmental center, the agency must comply with all certification requirements contained in this chapter: PROVIDED, That the bureau may grant provisional certification to an agency which does not meet all requirements contained in this chapter to enable such agency to start serving or continue to serve clients while taking necessary action to comply with all requirements contained herein. Limitations on provisional certification are as follows:

(a) Provisional certification is discretionary and not renewable.

(b) The bureau may specify conditions and time limitations for compliance with these rules as a prerequisite to provisional certification.

(c) Provisional certification cannot exceed six months.

(3) Bureau certification is for a period of two years.

(4) An agency may be certified as an early childhood developmental center and/or an adult developmental training center to provide one of the four options specified in WAC 275-27-680(2).

(5) Facilities certified or requesting certification shall be open to inspection by the bureau during periods of center operation.

NEW SECTION

WAC 275-27-605 PROCEDURES FOR BUREAU CERTIFICATION, DENIAL, SUSPENSION OR REVOCATION—APPEALS. (1) In order to be certified, an agency must apply at least annually on application forms provided by the bureau. Application for renewal shall be made no more than 60 nor less than 30 days prior to the date of expiration of the certificate.

(2) Failure to comply with any of the requirements of this chapter shall be grounds for denial, suspension, or revocation of certification.

(3) Bureau decisions to deny, suspend or revoke certification shall be subject to appeal to administrative hearing pursuant to chapter 34.04 RCW and rules and regulations promulgated thereunder.

NEW SECTION

WAC 275-27-610 GOVERNING BOARD AND INCORPORATION. (1) Each developmental center shall have current status with the Washington Secretary of State. This requirement does not apply to centers operated by a governmental unit.

(2) The center shall be the responsibility of a legally constituted governing board. The board shall be responsible for the following:

(a) Determining and/or carrying out the corporate mission;

(b) Prioritizing short- and long-term goals and objectives;

(c) Hiring or designating a director;

(d) Approving the agency budget;

(e) Establishing policies and procedures;

(f) Orienting new members.

(3) The board shall maintain copies of and is responsible for carrying out laws, and rules and regulations that are relevant to the functioning of the agency including:

(a) Wage and hour regulations;

(b) Insurance coverage;

(c) Civil rights compliance;

(d) Section 504 of the Vocational Rehabilitation Act of 1973.

NEW SECTION

WAC 275-27-615 CENTER STRUCTURE AND MAINTENANCE. (1) Facilities shall meet applicable standards for fire, health, and safety.

(2) Facilities shall have at least an annual inspection by the appropriate local fire authority and shall submit a letter or report of compliance to the bureau upon request.

(3) The center structure, its component parts, facilities, equipment and furnishings shall be kept clean and in good repair and maintained in the interest of the clients' safety and well being. No hazard shall exist from structural conditions.

NEW SECTION

WAC 275-27-620 STAFF TRAINING. (1) Staff training and/or preparation time must be available for all trainers and supervisors at a minimum of one hour each day of operation.

(2) All centers must have a staff training program.

NEW SECTION

WAC 275-27-630 CLIENT TRAINING. (1) Each developmental center shall complete a skills and needs assessment for each client within 30 days of attendance in the program and at least annually following the initial assessment. The Progress Assessment Chart is the required reporting tool which shall be submitted to the bureau.

(2) Each center must participate in the individual program plan process coordinated by the bureau for each client. The center's portion of the plan must be prepared within 30 days of attendance at the center, must be in writing, must be based on the client assessment and must include the goals and objectives for the client within the center's

program. The center's portion of the plan must be reviewed every six months and rewritten at least annually.

(3) The training activities at a center will be conducted according to written training programs. The training programs must be based upon the assessment and individual program plan. They must be systematized in method of presentation, with a measurable step-by-step process to assist the client in the acquisition of skills and information.

NEW SECTION

WAC 275-27-635 REIMBURSEMENT OF CLIENTS. (1) Clients must be reimbursed for work performed while in prework or specific job training, when the agency benefits financially from the clients' involvement on contracts (or direct sales) for products and/or services. The center must obtain the appropriate certificates from the department of labor and/or labor and industries for any work that results in sales of products or services.

(2) Reimbursement of clients for work performed must be based on productivity measured against the established norm, and documentation must include each client's rate of production and earnings.

(3) The center must maintain evidence of definitive time study procedures for all remunerative work as well as competitive bidding procedures for contract work.

NEW SECTION

WAC 275-27-640 PROTECTION OF CLIENT RIGHTS. Each developmental center must have comprehensive written policies to protect the rights of the developmentally disabled clients enrolled in the program and shall be responsible for the implementation and enforcement of all policies.

NEW SECTION

WAC 275-27-660 EARLY CHILDHOOD DEVELOPMENTAL CENTERS—SERVICES. (1) Mandatory minimum services must include educational services, therapeutic intervention, and parent education programs appropriate to the age and needs of infants and young children under six years of age.

(2) An early childhood developmental center shall provide a minimum of one hour training per day per child. The center must be open and provide a program a minimum of three days each week. Services may be delivered by center staff in the child's residence if an exception is obtained from the bureau.

NEW SECTION

WAC 275-27-665 EARLY CHILDHOOD DEVELOPMENTAL CENTER—STAFFING. The direct service staff ratio must be at a minimum of one staff to five children. Each child shall have one staff member responsible for the coordination of the individual training plan. For each of the therapy programs (speech, physical, occupational or recreation therapy), there must be at least one therapist for every 20 children who require that particular therapy.

NEW SECTION

WAC 275-27-680 ADULT DEVELOPMENTAL TRAINING CENTER—SERVICES. (1) An adult developmental training center shall provide a minimum of four hours training per day per client, unless exceptions are included in the individual program plan. The center must be open and provide training a minimum of three days a week, and a maximum of five days. Services may be delivered by center staff at the adult's residence if an exception is obtained from the bureau.

(2) The four options for providing services in an adult developmental center are: living and social skills training only; prework training in conjunction with living and social skills training; specific job training only; and living and social skills training, prework training, and specific job training.

(a) Living and social skills training is a variety of self-help skills training services that will increase the individual's ability to function independently. The living and social skills training program must include training components appropriate to the needs of the client. Appropriate training components may include at least the following: personal care and hygiene, independent living, functional academics, mobility, social behaviors, community awareness, sex education, speech and language development and recreation training.

(b) Prework training is specialized services that will provide individual with acceptable work habits and attitudes to prepare them for employment or additional vocational training.

(i) The prework training component must be provided in conjunction with living and social skills training. When prework training constitutes the majority of a client's developmental center program, the length of time the client may spend in prework shall be limited to one year. Individual exceptions for additional prework training may be granted by the bureau.

(ii) Prework training must include: work orientation, work samples, job readiness.

(c) Specific job training is vocational or work skill training that will prepare an individual for a particular job either in a workshop setting or in competitive employment.

NEW SECTION

WAC 275-27-685 ADULT DEVELOPMENTAL TRAINING CENTER—STAFFING. Each adult developmental training center must have a person who is responsible for program development (ratio 1 to 60). Each client shall have one staff member responsible for the coordination of the individual training plan. Living and social skills training and prework training shall have a minimum ratio of one to seven and specific job training shall be provided at a one to nine ratio (direct service staff).

**WSR 78-01-039
PROPOSED RULES
DEPARTMENT OF
SOCIAL AND HEALTH SERVICES
(Institutions)
[Filed Jan. 4, 1978]**

Notice is hereby given in accordance with the provisions of RCW 34.04.025 that the Department of Social and Health Services intends to adopt, amend, or repeal rules concerning: AMD: Ch. 275-27 WAC relating to Bureau of Developmental Disabilities Case Services and Home Aid Resources

that such agency will at 10:00 AM, Thursday, February 9, 1978 in the Large Auditorium, 1st Floor, General Administration Bldg., Olympia, WA conduct a hearing relative thereto;

and that the adoption, amendment, or repeal of such rules will take place at 9:00 AM, Wednesday, March 1, 1978 in William B. Pope's office, 3-D-14, State office Building #2, 12th & Jefferson, Olympia, WA.

The authority under which these rules are proposed is: RCW 72.01.090, 72.33.040, 72.33.090, 72.33.125 and 72.33.165

Interested persons may submit data, views, or arguments to this agency in writing to be received by this agency prior to 2/9/78 and/or orally at 10:00 AM, Thursday, February 9, 1978, Large Auditorium, 1st floor, General Administration Bldg., Olympia, WA.

Dated: January 4, 1978

By: Gerald E. Thomas
Deputy Secretary

AMENDATORY SECTION (Amending Order 1143, filed 8/11/76)

WAC 275-27-020 DEFINITIONS. (1) "Mental retardation" means significantly sub-average general intellectual functioning existing concurrently with deficits in adaptive behavior manifested before age 18 and exhibiting an intelligence quotient at or below 67 using Stanford-Binet, or at or below 69 using Wechsler, or a social quotient of 69 or below using Vineland Social Maturity Scale; provided that,

other appropriate analogous scale(s) receives the prior approval of the secretary.

(2) "Department" means the department of social and health services of the state of Washington.

(3) "Secretary" means the secretary of the department of social and health services.

(4) "Bureau" means the bureau of developmental disabilities of the department of social and health services.

(5) "Director" means the director of the bureau of developmental disabilities.

(6) "Respite care" means temporary services provided to a developmentally disabled individual and/or his family on either an emergency or planned basis without which the individual may need residential placement.

(7) "Individual" means the person for whom bureau ((case)) services are requested.

(8) "Informed consent" means an agreement obtained from an individual or his authorized representative, for such individual's participation in an activity. ~~((The bureau must in every case, inform the individual of the))~~ The following ~~((elements of informed consent prior))~~ information is necessary to ~~((the individual's giving))~~ informed consent:

(a) an explanation of the procedures to be followed including an identification of those which are experimental;

(b) a description of the attendant discomforts and risks;

(c) a description of the benefits to be expected;

(d) a disclosure of appropriate alternative procedures ~~((which would be in the best interest of the individual));~~

(e) an offer to answer any inquiries concerning the procedures; and

(f) instruction that ~~((the individual is free to withdraw his consent))~~ consent may be withdrawn and ~~((to discontinue))~~ participation ~~((in the project or activity))~~ discontinued at any time.

(9) "Residential facilities" means those facilities providing domiciliary care and other services, including, but not limited to, state residential facilities, group homes, skilled nursing facilities, intermediate care facilities, congregate care facilities, boarding homes, children's foster homes, adult family homes, and group training homes.

(10) "Nonresidential facilities" means facilities including, but not limited to, developmental centers and sheltered workshops.

(11) "Emergency" means a sudden, unexpected occurrence demanding immediate action.

(12) "Best interest" includes, but is not limited to, individual client program elements designed to:

(a) achieve or maintain economic self-support((-););

(b) achieve or maintain self-sufficiency((-););

(c) prevent or remedy neglect, abuse, or exploitation of individuals unable to protect their own interest((-);); ~~((or preserve, rehabilitate or reunite families;))~~

(d) preserve, rehabilitate or reunite families; and

~~((d))~~ (e) prevent or reduce inappropriate institutional care by providing the least restrictive setting, such as community-based services, home-based services or other forms of less-intensive service, to meet the individual's medical and personal needs.

AMENDATORY SECTION (Amending Order 1143, filed 8/11/76)

WAC 275-27-040 APPLICATION FOR SERVICES. (1) All applications for bureau services shall be filed with one of the bureau case services offices in the form and manner required by the ~~((secretary))~~ director.

(2) An application may be made by an individual, or advocate for, or parent(s) or guardian of such an individual.

(3) All applications shall include written informed consent to bureau services requested by the individual, parent of an individual under age 18, or court authorized guardian. If an individual, who is over 18 years of age and has no guardian, is unable to give informed consent, then consent may be received from next-of-kin.

AMENDATORY SECTION (Amending Order 1143, filed 8/11/76)

WAC 275-27-050 DETERMINATION FOR NECESSARY SERVICES. (1) Within thirty days from the date of the bureau's decision that an individual is developmentally disabled, the appropriate ~~((case services regional))~~ bureau office shall evaluate the individual's needs to determine which services, if any, are necessary to stabilize or ameliorate the disabling condition and are in the client's best interest.

(2) Upon completion of the evaluation, an individual program plan with determination of necessary services shall be prepared pursuant to WAC ((275-27-070)) 275-27-060.

AMENDATORY SECTION (Amending Order 1143, filed 8/11/76)

WAC 275-27-060 INDIVIDUAL PROGRAM PLAN. (1) The ((appropriate case services regional office)) bureau shall develop a written individual program plan for each person who is determined eligible for ((case)) bureau services within 30 days. Interim services may be provided if deemed necessary.

(2) The individual program plan shall include the services adjudged to be in the best interests of the client and shall include short and long term goals for the client's progress. To the extent possible, all services shall be goal oriented and time limited.

(3) The program plan shall be reviewed at least annually by the ((case services)) client program coordinator and those directly involved with the client.

(4) A client, his parent(s), or guardian may request review or modification of the program plan at any time based on changed circumstances.

(5) Development, review and significant modifications of the ((case services client)) individual program plan shall include, to the maximum extent possible, appropriate ((case services)) bureau staff, the client, his parent(s) or guardian and personal representative(s) of the agency or facility which is, or will be, primarily responsible for the implementation of specific provisions of the plan.

AMENDATORY SECTION (Amending Order 1143, filed 8/11/76)

WAC 275-27-230 PLACEMENT SERVICES. (1) Unless an individual is placed pursuant to court order, the bureau's case services shall be responsible for placement services for all eligible bureau clients into and out of state schools, into and out of other residential facilities, and into and out of nonresidential programs.

(2) The placement determination shall include, to the maximum extent feasible, the client, his parent(s) or guardian and all other responsible parties.

(3) The emergency admission of any individual to a state school shall not exceed 30 days.

(4) A temporary admission of any individual to a state school for respite care shall not exceed 30 days.

(5) Placement by the bureau in a developmental center is limited as follows:

(a) The center must be certified as required by this chapter;

(b) Placement and funding is limited to those cases where the local school district is not responsible for provision of center services: PROVIDED, That:

(i) the bureau shall aid the client in obtaining required services from the local district;

(ii) eligible individual enrolled in a developmental center program on or before December 31, 1977, may continue to receive developmental center services funded by the bureau until July 1, 1978, unless a funding for services from the local district is obtained;

(iii) exceptions may be granted by the bureau for developmental center services during non-school months.

NEW SECTION

WAC 275-27-300 COMPLETION OF INDIVIDUAL PROGRAM PLAN—RESIDENTIAL SCHOOLS. (1) Upon admission, the state residential school shall take actions necessary to complete the individual program plan. (WAC 275-27-060). Residents of a common school age shall be placed in an educational program and other programs as deemed appropriate.

(2) The completed individual program plan for residential schools shall include assessment, habilitation goals, and long and short term objectives.

(3) Assessment shall include the following:

- (a) Scholastic assessment;
- (b) Physical assessment;
- (c) Adjustment assessment.

(4) Upon completion of assessment the residential school shall determine habilitation goals for the resident.

(a) Habilitation goals shall be directed to maximizing the resident's potential, stabilizing or ameliorating the resident's disabling condition, and in the resident's best interests.

(b) Habilitation goals shall include consideration of future community placement and an estimate as to when such placement is possible.

(c) Habilitation goals shall specify in measurable terms the behavioral changes desired, expected results, and necessary resources.

(5) For those residents of common school age as determined by chapter 392-173 WAC completion of the individual program plan shall include:

(a) Assessment of educational needs and capabilities as required by chapter 392-173 WAC;

(b) Long and short term educational goals pursuant to chapter 392-173 WAC.

(6) The requirements of this section shall be completed within 90 days of admission. Upon completion of the requirements of this section, the parent, legal guardian, or committing court shall be notified of decisions made pursuant to this section and right to appeal as per WAC 275-27-400 and WAC 275-27-500.

NEW SECTION

WAC 275-27-310 EXCLUSION OF CHILD FROM EDUCATIONAL PROGRAM—RESIDENTIAL SCHOOLS. (1) Exclusion from all or any portion of the education program shall be made only pursuant to one of the following findings:

(a) An education program of benefit to the child cannot be made available at the institution, and no agency, school district, or other institution with whom the institution may contract can accommodate such child; or

(b) The institution superintendent, through consultation with medical, clinical, and educational staff determines that the child is presently incapable of inclusion for a full school day. A current written medical report shall document the decision for exclusion and be made part of the child's file.

(2) Children excluded shall have assessments at least semi-annually and these assessments will be reviewed on a monthly basis.

(3) In addition to the above determination, a child's absence for more than three consecutive weeks or for more than one-third of his own total regular program over a period of two months except for reasons of illness documented by a physician or extended vacation from the institution shall constitute exclusion; in such case, the appropriate medical or psychological determination shall be written and procedures for exclusion from the regularly missed program portion shall be followed.

(4) If the institution determines an exclusion from all or a portion of the educational program is appropriate under criteria as specified above, then notification of the decision and right to appeal shall be given pursuant to WAC 275-27-400.

NEW SECTION

WAC 275-27-320 DISCIPLINE—EXPULSION—SUSPENSION. Appropriate discipline in, and expulsion or suspension from, a state residential school and/or an educational or other program provided by a state residential school shall be restricted to established rules or conduct prescribed by the state residential school and chapter 180-40 WAC, as applicable.

AMENDATORY SECTION (Amending Order 1143, filed 8/11/76)

WAC 275-27-400 REASONABLE NOTICE AND CONSULTATION. (1) A notification of department decision with respect to eligibility, proposed services, termination of bureau services, placements and admission or readmission to, or discharge from state schools, shall be delivered ((by the responsible case services regional office)) to the client and the parent(s), guardian, or advocate of such individual by certified mail or in person. Termination of the bureau services shall not be implemented for a period of 30 days after notification of the department's decision to terminate services. Other decisions of the department may be acted upon by the department even though the 30 day period in which to appeal pursuant to WAC 275-27-500(1) has not expired provided that the client, or parent of a client under age 18, or guardian authorized to determine residential placements for the client may at any time, withdraw consent to any bureau service.

(2) The notice shall set forth a statement of the reasons for the decision, and information pertaining to such person(s) right to appeal pursuant to WAC 275-27-500.

(3) All parties affected by such department decision shall be consulted, whenever possible, during the decision process by the responsible case services regional office in person, and/or by telephone.

(4) The bureau shall notify the school district in which a school aged child is to be placed when a placement decision is reached.

AMENDATORY SECTION (Amending Order 1143, filed 8/11/76)

WAC 275-27-500 APPEALS. (1) Upon receipt of notification ~~((by the responsible case services regional office of the department's decision concerning eligibility, development or modification of the program plan, termination of bureau services, proposed services, placements and admission or readmission to, or discharge from state school;))~~ pursuant to WAC 275-27-400, the person about whom the decision was made, and/or the parent(s) of a client under age 18, or court authorized guardian of such person shall have thirty days in which to appeal this decision to the secretary for an administrative hearing pursuant to the Administrative Procedure Act, chapter 34.04 RCW.

(2) Appeal shall be undertaken by delivering written notice of appeal in person or by mail to the address specified in the notice of right to appeal.

(a) If the department has not acted upon the decision, the written notice of appeal shall stay the decision pending the administrative hearing determination.

~~((2))~~ (b) The person(s) making such appeal shall indicate whether or not such person(s) is/are represented by legal counsel.

(3) ~~((If such hearing is requested, the director of the bureau shall schedule the matter for an administrative hearing within))~~ Within ten days after receipt of ((such request for a hearing unless the appellant(s) stipulates to a continuance:)) notice of appeal, the department shall schedule the matter for a hearing. Once scheduled, a hearing may not be continued unless the appellant stipulates to continuance or good cause is shown therefor.]

(4) The administrative procedure used at such hearing shall be substantially in compliance with the Washington Administrative Procedure Act.

(5) The appellant(s) shall be permitted advance inspection of all affidavits, exhibits, or evidence available to the department's authorities.

(6) A tape recorded, or reliable verbatim record shall be made of the hearing ~~((by the director of the bureau)).~~

(7) A copy of the director's decision, on behalf of the secretary, shall be sent by certified mail or delivered in person to the appellant(s), and a copy sent to the secretary.

WSR 78-01-040

**NOTICE OF PUBLIC MEETINGS
GRAYS HARBOR COLLEGE**
[Memo, Asst. Atty. Gen. 12/30/77]

Pursuant to the requirement of Section 12, I have listed below the current schedule as adopted by Grays Harbor College for its regular board meetings in calendar year 1978, along with the time and place for each meeting.

January 16, 1978
March 20, 1978
May 15, 1978
September 18, 1978
November 20, 1978

All regular board meetings will be held in the Conference room of the Administrative Building at Grays Harbor College, Aberdeen, Washington, commencing at 8:00 p.m.

WSR 78-01-041
NOTICE OF PUBLIC MEETINGS
PUBLIC EMPLOYMENT
RELATIONS COMMISSION
[Memo, Exec. Director, 1/3/78]

The Public Employment Relations Commission meets the second Friday of each month in the Conference Room, Second Floor, Evergreen Plaza Building, Olympia, Washington. On occasion, when the agenda requires, the meeting location may be changed to another city. All parties on the Commission mailing list are notified when a change of date or location is required.

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YAKIMA VALLEY COLLEGE
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