

WAC 388-97-1645 Resident roster and complete contact information. (1) Resident roster;

The nursing home must:

(a) Create and regularly maintain a current resident roster containing the name and room number of each resident; and

(b) Provide a written copy of the resident roster upon an in-person request from any long-term care ombuds at the time of the visit and not later than the conclusion of the visit.

(2) Complete contact information;

The nursing home must:

(a) Create and regularly maintain current, accurate, and complete contact information for all residents including the following resident information:

(i) Name;

(ii) Room number;

(iii) Phone number, if available;

(iv) Email address, if available; and

(v) If a resident has a representative, the representative's:

(A) Name;

(B) Relationship to the resident;

(C) Phone number;

(D) Email address, if available; and

(E) Mailing address, if available.

(b) Record and update the aggregated contact information required by this section upon receipt of new or updated contact information from the resident or resident representative; and

(c) Upon the written request, either physical or electronic, of any long-term care ombuds that includes reference to RCW 18.51.095 and the relevant legal functions and duties of long-term care ombuds, provide a copy of the aggregated contact information required by this section at the time of the visit and not later than the conclusion of the visit, by electronic copy to the secure email address or facsimile number provided in the written request.

[Statutory Authority: RCW 18.20.090, 18.51.070, 70.97.230, 70.128.040, chapters 70.129, 74.42, and 74.39 RCW. WSR 26-05-046, s 388-97-1645, filed 2/12/26, effective 3/15/26.]