

MENTAL RETARDATION BULLETIN



COMMONWEALTH OF PENNSYLVANIA

DEPARTMENT OF PUBLIC WELFARE

DATE OF ISSUE

August 30, 1988

EFFECTIVE DATE

October 1, 1988

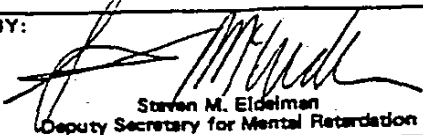
NUMBER

6000-88-03

SUBJECT:

LICENSING POLICY AND PROCEDURE MANUAL

BY:


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Deputy Secretary for Mental Retardation

For a copy of the manual please contact the Bureau of Community Programs at (717) 783-3636.

SCOPE:

Community Residential Mental Retardation Facility Directors
Adult Day Care Center Directors
Vocational Facility Directors
County Mental Health/Mental Retardation Administrators

PURPOSE:

The purpose of this Bulletin is to transmit the revised Office of Mental Retardation Licensing Policy and Procedure Manual.

This manual amends and replaces the manual issued on January 22, 1985 through Mental Retardation Bulletin Number 00-85-02 titled "Licensing Procedure Manual".

BACKGROUND:

The Office of Mental Retardation Licensing Policy and Procedure Manual describes the policies and procedures by which the Department of Public Welfare, Office of Mental Retardation licenses facilities and agencies in Pennsylvania. The legal authority for licensing adult day care centers, vocational facilities, and community residential mental retardation facilities is contained in Articles IX and X of the Public Welfare Code.

The purpose of this manual is to ensure uniform and consistent application of the regulations, thus providing equal protection to all clients receiving services in adult day care centers, vocational facilities, and community residential mental retardation facilities.

These revised policies and procedures will become effective on October 1, 1988 and will be used to license community residential mental retardation facilities serving 9 or more residents, community residential agencies operating facilities serving 8 or fewer residents, adult day care centers, and vocational facilities. These procedures do not apply for licensure of Intermediate Care Facilities for the Mentally Retarded.

COMMENTS AND QUESTIONS REGARDING THIS BULLETIN SHOULD BE DIRECTED TO: Karen E. Kroh, Chief
Division of Regulatory Administration, Office of Mental Retardation, Room 302,
Health and Welfare Building, Harrisburg, Pa., 17120, telephone: (717) 783-3636.-
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POLICY:

The policy and procedures for licensing community residential mental retardation facilities, adult day care centers, and vocational facilities are contained in the attached manual.

OBSOLETE BULLETINS:

OMR Bulletin No. 00-85-02 titled "Licensing Procedure Manual" issued on January 22, 1985.

OMR Bulletin No. 99-87-11 titled "Licensed/Approved Capacity" issued on September 21, 1987.

OMR Bulletin No. 6400-86-05 titled "Licensing Weighting System for Community Residential Facilities and Agencies" issued on December 24, 1986.

OMR Bulletin No. 2390-87-02 titled "Licensing Weighting System for Vocational Facilities" issued on September 21, 1987.