



CDSS

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September 8, 2017

PIN 17-07-ASC

TO: ALL SOCIAL REHABILITATION FACILITY (SRF) LICENSEES

FROM: *Original signed by Pamela Dickfoss*  
PAMELA DICKFOSS  
Deputy Director  
Community Care Licensing Division

SUBJECT: **SRF California Code of Regulations (CCR) Title 22 Regulation Updates**

**Provider Information Notice (PIN) Summary**

PIN 17-07-ASC provides notice of updates to the CCR, Title 22, Division 6, Chapter 2

- “Admit” language
- Increases in licensed capacity
- Requirements for client medication-management, cleaning solutions usage and Needs and Services Plans
- Eviction procedures, the register of clients and wastebasket usage standards

Effective September 7<sup>th</sup>, 2017, CCR Title 22, Division 6, Chapter 2 Social Rehabilitation Facilities is amended as follows:

**“Admit” Language Change**

*Amends CCR, title 22, Chapter 2, Sections 81001, 81020, 81022, 81026, 81068.1, 81068.4, 81069, 81077.2, 81077.4, 81077.5, 81090, 81092, 81092.3, 81092.4, 81092.5, 81092.6, 81092.7, 81092.8, 81092.9, 81092.10 and 81092.11. See Definition of “admit” in Section 81001(a)(3)*

Amended regulations to add definition of “admit” and changed all regulatory references from “accept” or “acceptance” to “admit,” “admittance” or “admission” for clarity and consistency.

**Licensed Capacity Increase**

*Amends CCR, Title 22, Chapter 2, Section 81010(d).*

Amended Section 81010(d) to increase the total licensed capacity from 15 to 16 to more closely align with the standards found in Welfare and Institutions Code section 5670.5 and California Code of Regulations, Title 9, Sections 1840.332(b) and 1840.334(c).

**Individual Medication-Management Plan**

*Amends CCR, Title 22, Chapter 2, Sections 81022, 81068.2, 81069 and 81075.*

Amended regulations to provide for the creation of an individual medication-management plan that allows for a written plan for training of clients to store and manage their own medications that will be contained in the Plan of Operation and in the client’s treatment/rehabilitation plan, which is part of the Needs and Services Plan pursuant to Sections 81022, 81068.2 and 81075. This plan has a number of steps that include the following:

If a medical assessment is not available prior to admission pursuant to Section 81069, the licensee shall ask the client to self-report any prescription and nonprescription medications currently being taken. Prior to a client being permitted to control their own medication, a licensed medical professional must document any recommended conditions to be included in the plan and provide signed determination that the client is able to hold, manage, and safeguard his/her own medications pursuant to Sections 81069(e) and 81075(o)(1). Section 80169(e)(2) requires the licensed medical professional document that the client’s medications do not need to be centrally stored pursuant to Section 81075(j).

Staff responsible for education and/or assisting the client with storing and managing his/her own medications must have training from a licensed medical professional. The licensee shall obtain documentation from the licensed professional outlining the specified training information he or she gave the staff pursuant to Section 81075(o)(3). The licensee or designee shall review and document staff performance annually pursuant to Section 81075(o)(3)(C).

The licensee shall ensure that a log is maintained each time medication is taken with the criteria included in Section 81075(o)(4). For each client that the licensee determines there is a need, a licensee shall develop an individual medication-

management plan that includes criteria required by Sections 81075(o)(5), (6), (8) and (9). Finally, the client's progress in meeting the goals outlined in their individual medication-management plan shall be assessed and documented in the client's file as frequently as necessary, but at least weekly for the first month, and at least monthly thereafter pursuant to Section 81075(o)(7).

### **Cleaning Solutions**

*Amends CCR, Title 22, Chapter 2, Sections 81022, 81068.2, 81068.3 and 81087.*

Amended regulations allow cleaning supplies, cleaning solutions and disinfectants to be made available to clients provided all of the following conditions are met: These products are made available to allow for client involvement, depending on capability, in the operation of the household. These products shall only be made available to clients who can use the products without being a danger to themselves or others. The licensee ensures that, if necessary, facility staff instruct clients on how to safely handle and use these products. Any such instruction shall be documented in the client's file; and shall include the date the instruction was provided, and the name and the signature of the staff person providing the instruction. The licensee ensures that products which could pose a danger if readily available to clients, are stored where inaccessible to clients pursuant to Section 81087(a)(1).

Amended regulations to create the requirement that the licensee shall include a written plan for the storage of cleaning supplies, cleaning solutions and disinfectants in the Plan of Operation pursuant to Section 81022(b)(23). The Needs and Services plan must include a written assessment of the client's ability to safely handle and use cleaning supplies, cleaning solutions and disinfectants, as well as documentation of any subsequent related review of the client's abilities to ensure the Needs and Services Plan is updated pursuant to Sections 81068.2(b)(6) and 81068.3. The written plan shall also include when and how these items may be made available to clients pursuant to Sections 81022, 81068.2 and 81087.

### **Needs and Services Plan**

*Amends CCR, Title 22, Chapter 2, Sections 81068.2, 81068.3 and 81075.*

Amended regulations to require the Needs and Services Plan include a written individual medication-management plan if applicable pursuant to Sections 81068.2(b)(5) and 81075(o).

Amended regulations to require the Needs and Services Plan include a written assessment of the client's ability to safely handle and use cleaning supplies, cleaning solutions and disinfectants, as well as documentation of any subsequent related review of the client's abilities to ensure the Needs and Services Plan is updated pursuant to

Sections 81068.2(b)(6) and 81068.3.

Amended regulations to require the licensee ensure that a written Needs and Services Plan is started prior to admission, and completed prior to or within 72 hours of admission pursuant to Section 81068.2(b). The Needs and Services Plan must include the requirement that the licensee, prior to admitting a client into care, ensure that the functional capabilities assessment specified in Section 81069.2, which is to be used in developing the Needs and Services Plan is documented to the extent that the required information is available and completed within 72 hours of admission pursuant to Section 81068.2(b).

### **Eviction Procedures**

*Amends CCR, Title 22, Chapter 2, Section 81068.5.*

Amended regulations to allow the licensee to evict a client with three days' prior written notice provided that the licensee has received prior written and/or documented telephone approval for the notice of eviction from the licensing agency and there is a finding of good cause, which exists if the client engages in behavior that threatens the mental and/or physical health or safety of himself/herself or others in the facility pursuant to Section 81068.5(b)(2).

Amended regulations to allow serving the client with either a 30-day or 3-day notification of eviction through electronic transmission, which must contain the licensee's signature pursuant to Section 81068.5(d)(1).

### **Register of Clients**

*Amends CCR, Title 22, Chapter 2, Section 81071.*

Amended regulations to require the register of clients be immediately available to the licensing agency and be kept in a central location in the facility pursuant to Section 81071(b). If it is necessary to remove the register for copying, a licensing representative shall prepare a list of the register documents to be removed, sign and date the list upon removal of the records, and leave a copy of the list with the administrator or designee pursuant to Section 81071(b)(2).

Amended regulations to require licensing representatives return the register undamaged and in the condition that it was received within three business days following the date the records were removed pursuant to Section 81071(b)(3). A hardcopy of all items in the register shall be consolidated in an easily accessible and transportable container, which may include, but not be limited to, a binder or folder, so that information in the register may be accessed by facility staff and/or the licensing agency, and easily transported in the event of a disaster or an emergency pursuant to

Section 81071(c)(1).

**Wastebaskets**

*Amends CCR, Title 22, Chapter 2, Section 81088.*

Amended regulations to require solid waste be stored, located and disposed of in a manner that will not transmit communicable diseases or odors, pose a risk to health and safety, create a nuisance, or provide a breeding place or food source for insects or rodents pursuant to Section 81088(f). All containers used for storage of solid and liquid waste, including movable bins, shall have tight-fitting covers that are kept on the containers, shall be in good repair and shall be leak-proof and rodent-proof pursuant to Section 81088(f)(1). Inside wastebaskets are not required to have a cover unless they hold items that may pose a risk to health and safety if left uncovered or are used in a kitchen/food preparation area or a bathroom pursuant to Section 81088(f)(1)(A). Solid and liquid waste containers that hold decaying waste, including movable bins, shall be emptied at least once per week or more often if necessary to not transmit communicable diseases or odors, pose a risk to health and safety, create a nuisance, or provide a breeding place or food source for insects or rodents pursuant to Section 81088(f)(2).

To view all SRF regulations, you may find these at:

<http://www.cdss.ca.gov/inforesources/Letters-Regulations/Legislation-and-Regulations/Community-Care-Licensing-Regulations/Residential>

If you have any questions, please contact the applicable Adult and Senior Care Regional Office.