



STATE OF WASHINGTON
DEPARTMENT OF SOCIAL AND HEALTH SERVICES
Aging and Long-Term Support Administration
PO Box 45600, Olympia, WA 98504-5600

February 12, 2015

AL TSA: ALF #2015-001
MANDATED REPORTING REQUIREMENTS FOR FACILITY STAFF

Dear Assisted Living Facility Administrator and/or Interested Parties:

To ensure the safety and well-being of residents, the Department would like to review the mandated reporting requirements for Assisted Living providers and their staff.

Facility providers and staff should be aware of the Mandated Reporting requirements contained in RCW Chapters 74.34 and 18.20, and Chapter 388-78A WAC. Providers and staff will also want to review the "Boarding Home Guidebook", which contains important information regarding incidents that need to be reported, as well as who should receive the reports. Appendix D of the guidebook includes a reporting chart that outlines different types of incidents, and how to report those incidents.

The above referenced materials can be accessed online at the following web addresses:

Chapter 74.34 RCW:

<http://app.leg.wa.gov/rcw/default.aspx?cite=74.34>

Chapter 18.20 RCW:

<http://app.leg.wa.gov/rcw/default.aspx?cite=18.20>

Chapter 388-78A WAC:

<http://app.leg.wa.gov/WAC/default.aspx?cite=388-78A>

Boarding Home Guidebook:

<https://www.dshs.wa.gov/sites/default/files/AL TSA/rcs/documents/BH%20Resource%20Manual.pdf>

Thank you for your continued commitment to Assisted Living Facility residents. If you have any questions, please contact your RCS Field Manager.

Sincerely,

Carl I. Walters II., Director
Residential Care Services

"Transforming Lives"