



DEVELOPMENTAL DISABILITIES ADMINISTRATION
Olympia, Washington

TITLE: POSSESSION OF WEAPONS IN DDA FUNDED POLICY 6.07
COMMUNITY RESIDENTIAL PROGRAMS

Authority: [Chapter 71A RCW](#) *Developmental Disabilities*
[Chapter 388-101 WAC](#) *Certified Community Residential Services and Support*

PURPOSE

A primary goal of providing residential support services is to ensure that eligible clients of the Developmental Disabilities Administration (DDA) who receive such services have the opportunity to live in a safe and healthy environment. Possession of weapons that have the capacity to inflict bodily harm or injury may be incompatible with this goal. When providing paid support to voluntary program participants, the Administration must balance the rights of individual participants with the safety of others, including housemates, staff and community members.

SCOPE

This policy applies to the following DDA community residential services programs and all adult clients age 18 and over who receive services in these programs:

- Supported Living (SL);
- Companion Homes (CH);
- Group Homes (GH);
- Group Training Homes (GTH); and
- State Operated Living Alternatives (SOLA).

DEFINITIONS

Secured means the weapon is stored and locked in a gun safe, lock box, or other locked storage location.

Weapon means any object, instrument, explosive, or chemical that is: 1) designed to inflict harm or injury to another person; and/or 2) used in a manner threatening harm or inflicting injury to

another person. This includes, but is not limited to, firearms, swords, knives (other than kitchen knives), bows and arrows, or other similar weapons.

POLICY

- A. The Administration respects the rights of clients receiving DDA funded residential services to own and possess items of their choosing so long as those items do not create an unsafe, unhealthy, hostile or intimidating environment or otherwise impact the rights and safety of other clients.
- B. Residential service providers shall not facilitate a client's purchase or acquisition of weapons.
- C. Residential service providers shall not bring any weapons into a client's home or otherwise, use, show, or display weapons in the presence of a client.

PROCEDURES

- A. Service providers who become aware that a client who is receiving community residential services is in possession of a weapon (see Definitions section) or planning to obtain one must report the existence of the weapon and any extenuating circumstances to the Residential Resource Manager. The report should include details regarding how the weapon is secured in the residence to avoid accidental use by other residents or people other than the owner of the weapon. Refer to Attachment A for sample format.
- B. Upon receiving notice from the service provider, the regional Resource Management Administrator and the Regional Administrator must consult with the Community Residential Services Program Manager and the Assistant Attorney General (AAG) for the purpose of balancing safety and the rights of the client's housemates and safety of support staff.

EXCEPTIONS

No exceptions to the requirements of this may be allowed without the prior written approval of the Deputy Assistant Secretary.

SUPERSESSON

DDD Policy 6.07
Issued July 1, 2011

TITLE:

POSSESSION OF WEAPONS IN DDA FUNDED
COMMUNITY RESIDENTIAL PROGRAMS

POLICY 6.07

Approved: /s/ Donald Clintsman
Deputy Assistant Secretary
Developmental Disabilities Administration

Date: July 1, 2013

Attachment A – Residential Provider’s Report – Sample Format

ATTACHMENT A

Residential Provider's Report – Sample Format

This sample format contains the elements of DDA Policy 6.07 that must be included in the Residential Provider's Report.

General Information:

- Client Name:
- Service Provider:
- Service Provider Contact:
- DDA Resource Manager:
- Notification Date:

Specifics Related to Each Individual Situation:

- Description and use of the weapon(s):
- Weapon owner's history of violence, including threatening behavior toward housemates, staff or self:
- Police involvement with weapon owner regarding law-breaking activities:
- Plan for access and security of weapon(s):
- Potential impact on housemates:
- Recommendation for balancing safety of others, including housemates and staff, with weapon owner's individual rights: