

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*
[Chapter 388-101D WAC](#) *Requirements for Providers of Residential Supports*

PURPOSE

When providing paid support to voluntary program participants, the Developmental Disabilities Administration (DDA) must balance the rights of individual participants with the safety of others, including housemates, staff, and community members. This policy establishes the process which must be followed when a person receiving supports in certain community residential service programs chooses to possess a weapon.

SCOPE

This policy applies to clients age 18 and over who receive services in these programs:

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

DEFINITIONS

Weapon means any object, instrument, explosive, or chemical that is: designed to inflict harm or injury to another person; or 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. DDA respects the rights of clients receiving DDA-funded residential services to own and possess items of their choosing as long as those items do not create an unsafe, unhealthy, hostile, or intimidating environment or otherwise impact the rights and safety of other individuals.
- B. Residential service providers must not facilitate a client's purchase or acquisition of a weapon.
- C. Residential service providers must not bring any weapons into a client's home or otherwise, use, show, display or allow access to the 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 client's Residential Resource Manager, using [DSHS 02-632](#), *Residential Provider's Report of Weapon Ownership in Residential Settings*.
- B. The service provider must include, with [DSHS 02-632](#), an access and security plan that deters use and access of the weapon by any person other than the owner of the weapon.
- C. Upon receiving notice from the service provider, the regional Resource Manager and the Community Residential Services Program Manager will review the request. A decision will be made within 30 days to either follow the plan described in the form, or consult further with the Assistant Attorney General (AAG) for the purpose of balancing the rights of the individual with the safety of others.
- D. The RM will send the completed form to the client and service provider, and a copy will be maintained in both the DDA client file and the agency contract file. If not approved, an alternate plan will be developed.
- E. The approved plan will become part of the Individual Instruction and Support Plan (IISP) and be reviewed annually or as changes occur.

EXCEPTIONS

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

TITLE:

POSSESSION OF WEAPONS IN DDA FUNDED
COMMUNITY RESIDENTIAL PROGRAMS

POLICY 6.07

SUPERSESSSION

DDA Policy 6.07
Issued July 1, 2015

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

Date: July 1, 2017