

**441—115.4(237) Staff.****115.4(1) *Number of staff.***

*a.* The number and qualifications of the staff will vary depending on the needs of the children. There shall be at least a one to five staff to child ratio during prime programming time.

*b.* A staff person shall be in each living unit at all times when children are in residence and there shall be a minimum of three nighttime checks between the hours of 12 midnight and 6 a.m. These checks shall be logged. Policies for nighttime checks shall be in writing.

**115.4(2) *Staff duties.***

*a.* A casework supervisor shall provide:

- (1) One hour per week per caseworker of in-person case specific supervision.
- (2) On-site supervision at least monthly.
- (3) At least one additional hour per week per caseworker in other related duties including case intake discussions, staffings of cases, evaluations of caseworker, teaching, and administrative duties.

*b.* Casework staff shall:

(1) Provide at least weekly group or individually scheduled in-person conferences with each resident for whom the caseworker is responsible. More frequent in-person contact shall be provided if required in the care plan.

(2) Provide a supportive and therapeutic atmosphere for the child.

(3) Select and employ appropriate treatment approaches to different types of children.

This rule is intended to implement Iowa Code section 237.3.