

441—115.8(237) Locked cottages.

115.8(1) Approval. A facility shall be approved by the licensing authority as meeting the requirements of this chapter regarding locked cottages before locked cottages can be operated.

115.8(2) Nighttime staff. Awake nighttime staff is required in each locked cottage.

115.8(3) Policies. Licensees utilizing a locked cottage shall have and follow written policies for the locked cottage. The policies shall be provided to the child, the child's parents or guardian and, when the child has an attorney, the child's attorney at the time of admission. The policies shall include:

- a. The type of behavior which may result in locked cottage placement.
- b. The staff members who may authorize placement in the locked cottage as well as procedures for notification of supervisory personnel.
- c. Requirements for documentation in writing of particular behaviors of a particular child that led to the placement.
- d. Requirement for documentation of the conditions that will allow the child to return to an unlocked cottage. These conditions shall be shared with the child.
- e. Requirement for documentation of the use of the locked cottage as a part of the treatment plan for a specific child.
- f. Specific policies as to the length of stay in the locked cottage.
- g. Requirements for notification of the child's parents or guardian, the court, and the referring agency of a child's placement in the locked cottage.
- h. Requirement for written documentation of placements in the locked cottage in the child's case record.

This rule is intended to implement Iowa Code section 237.4.

[ARC 4793C, IAB 12/4/19, effective 1/8/20]