

**441—108.10(238) Supervised apartment living placement services.** An agency seeking to obtain a child-placing license which authorizes the agency to place or supervise children in supervised apartment living placements shall meet the standards in rules 108.2(238) to 108.6(238).

**108.10(1) Program statement.** An agency authorized to place or supervise children in supervised apartment living placements shall have a current written program statement which includes all of the following:

- a. A description of the types of living arrangements approved by the agency.
- b. The eligibility requirements for the children who may be placed in a supervised apartment living placement.
- c. The means of financial support for the children.
- d. The expectations the agency has for children while placed in a supervised apartment living placement.
- e. Services provided to the children.
- f. Provisions for emergency medical care.

This program statement shall be provided to all children placed in supervised apartment living.

**108.10(2) Basis for placement.** Before placing a child in supervised apartment living, an agency shall document all of the following:

- a. The child is at least 16 years of age.
- b. An initial assessment has been made that identifies the child's strengths and needs as these pertain to the child's ability to live independently.
- c. The child has the capacity to function outside the structure of a foster family or group care setting.
- d. The selection of a supervised apartment living placement is the most appropriate placement for the child.
- e. The child shall be involved in school or other educational or vocational program, work, or a combination thereof on a full-time basis, as indicated in the child's individual care plan.
- f. The child has entered into a mutually agreed-upon written contract with the agency which specifies the responsibilities of the agency and the child. This contract shall be reviewed quarterly.
- g. It has been determined, through a visit to the living arrangement, that the minimum standards for approval have been met.

**108.10(3) Services provided.** The following services are required:

- a. Ongoing assessment that identifies child's strengths and needs as these pertain to the child's ability to live independently.
- b. The development of an individual service plan within 30 days of placement. The service plan shall be developed in consultation with the child and referring agent. The individual service plan shall include projection of the expected length of stay in supervised apartment living and shall address the activities necessary to achieve independence and the services needed to be provided to the child. The individual service plan shall be updated quarterly.
- c. At least weekly face-to-face contacts with the child for the first 60 days of placement and at least twice a month face-to-face contact thereafter. Frequency of visits shall be based on the needs of the individual child.
- d. Personal observation by the agency worker that the living situation provides safe and suitable social, emotional, and physical care.
- e. Maintenance of a means by which the youth can contact agency personnel 24 hours a day, seven days a week.

**108.10(4) Record.** An agency shall maintain a record for each child in a supervised apartment living placement. The record shall contain all of the following:

- a. The name, date of birth, sex, and address of the child and information on how the child can be contacted.
- b. Documentation of financial support sufficient to meet the child's housing, clothing, food, and miscellaneous expenses.
- c. Name, address, and phone number of guardian, if applicable, and referring agent.

- d.* Medical records.
- e.* Educational and employment records.
- f.* All of the individual service plans and updated reviews.
- g.* Documentation of visits.

**108.10(5) Staffing requirements.** Each child in a supervised apartment living placement shall receive an agreed-upon number of hours of casework services per month. This shall be recorded in the child's individual service plan.