

441—103.3 (218) Plan of care.

103.3(1) *Individual care plan conference.* At least ten working days before the individual care plan conference, the facility shall provide written notification of the time, date and nature of the conference to:

- a. The individual;
- b. The individual's parents;
- c. The individual's legal representative;
- d. The individual's juvenile court officer; and
- e. The court.

103.3(2) *Special meeting.* Whenever special concerns and needs arise regarding an individual, the superintendent or designee shall schedule a meeting to evaluate and formulate appropriate changes in the individual care plan. Notice of the meeting shall be issued to:

- a. The individual;
- b. The individual's parents;
- c. The individual's legal representative;
- d. The individual's juvenile court officer; and
- e. Other relevant parties.

103.3(3) *Prerelease conference.* A conference shall be held 30 days before any anticipated release of an individual from the regular program. At least 5 working days before the conference, the facility shall provide written notice of the time, date, and purpose of the conference to:

- a. The individual;
- b. The individual's parents;
- c. The individual's legal representative;
- d. The individual's juvenile court officer; and
- e. The court.

This rule is intended to implement Iowa Code section 218.4.