

82065.1 Personnel Qualifications and Duties

(a)

The following requirements shall apply to direct care staff as defined in Section 82001(d): (1) Direct care staff shall be responsible for care and supervision of clients, as defined in Section 82001(c). (2) Direct care staff shall not be assigned to any of the support staff duties specified in Section 82065.1(b) unless the care and supervision needs of clients have been met.

(1)

Direct care staff shall be responsible for care and supervision of clients, as defined in Section 82001(c).

(2)

Direct care staff shall not be assigned to any of the support staff duties specified in Section 82065.1(b) unless the care and supervision needs of clients have been met.

(b)

Support staff duties include, but shall not be limited to: (1) Office work, including clerical, bookkeeping, and accounting; (2) Cooking; (3) Housecleaning; (4) Maintenance of program buildings, grounds, fixtures, furniture, equipment, and supplies; and (5) Administrative support.

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(4)

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(5)

Administrative support.

(c)

During the performance of support staff duties, a direct care staff member shall not be counted in the staff-to-client ratio specified in Section 82065.5.

(d)

The licensee shall develop, maintain, and implement a written plan for the orientation, continuing education, on-the-job training and development, supervision, and evaluation of all direct care staff. (1) Direct care staff shall receive a minimum of 8 hours a year of training, documented.

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