

(12) **STORAGE SPACE.** (a) The group home shall have sufficient storage space to accommodate, within reason, each child's clothing and other belongings.

(b) All medicines shall be labeled and stored in a locked compartment designated for this use only. Medicines requiring refrigeration shall be properly stored and clearly labeled. All outdated medicines shall be destroyed.

(c) Children shall be supervised in the safe use and storage of potentially dangerous items such as, but not limited to, firearms, plastic bags, matches, knives, flammable liquids, insecticides and household poisons.

(13) **TELEPHONE.** A telephone shall be provided with emergency instructions posted nearby for fire, police and medical assistance.

(14) **EMERGENCY EQUIPMENT.** Each group home shall have first-aid supplies.

(15) **OUTDOOR PLAY SPACE.** Depending on the ages, needs and interest levels of the children, there shall be either protected outdoor play space or provisions for a variety of recreational activities. Means shall be provided to minimize or eliminate hazards to the health and safety of children at play.

(16) **HEATING.** (a) The group home shall provide a heating system which is capable of maintaining a temperature in living and sleeping quarters of at least 68° F.

(b) The heating unit shall be maintained in a safe condition as determined through an annual check by a qualified individual acceptable to the department.

(c) Portable electric or unvented space heaters shall not be permitted.

(17) **ELECTRICAL SYSTEM.** (a) Electrical systems and appliances shall be in good repair and properly protected.

(b) Protective covers for electrical outlets shall be installed in all areas occupied by children under 5 years of age.

(18) **SANITATION.** (a) All regularly opened windows and doors shall be properly screened.

(b) Adequate and safe water supply and sewage disposal systems shall be provided. When water is obtained from a private well, the well shall be approved by the department of natural resources. Water samples from an approved well shall be tested at the state laboratory of hygiene or at a laboratory certified by the department's division of health, at least annually.

(c) The home shall be equipped with a water heater adequate to meet the needs of all residents.

(d) All spoiled and deteriorated food products shall be disposed of immediately. All garbage while in the home shall be kept in non-combustible, watertight containers. Garbage shall be removed from the living quarters at least daily.

(19) **LIGHT AND VENTILATION.** (a) All habitable rooms shall be provided with adequate light and ventilation.

(b) All sleeping rooms occupied by children shall be rooms with an outside wall and a window that opens.

(c) All bath and toilet rooms shall be provided with a window that opens or with exhaust ventilation.

(20) FIRE PREVENTION AND SAFETY. (a) Habitable rooms on the second floor shall be provided with access to 2 exits, at least one of which shall be a stairway exit. A window shall be considered an "exit" if it can be opened from the inside without the use of tools, not less than 22 inches in the smallest dimension, at least 5 square feet in area and with a lower sill not more than 4 feet from the floor.

(b) Passageways leading to exits shall be clear and unobstructed. One exit door shall be at least 3 feet in width.

(c) All stairs serving 3 or more levels shall have a door at either the bottom or top of the stairs and the door shall be kept closed.

(d) The group home shall have either a smoke detection system listed by the underwriter's laboratory and installed according to the manufacturer's instructions or a sprinkler system.

(e) There shall be a written posted plan for emergency evacuation of the home and at the time of placement each resident shall be instructed in the use of the plan. Evacuation procedures shall be reviewed with the residents every 2 months.

(f) A fire extinguisher acceptable to the local fire department shall be provided in the kitchen. Caretakers shall be instructed in its use.

(g) Smoking in bed shall not be permitted.

(h) The licensee shall demonstrate that the home has passed an annual fire safety inspection acceptable to the department.

(21) SAFETY MEASURES. (a) Tubs and showers shall have safety strips applied to prevent slipping.

(b) Stairways, halls, and aisles shall be maintained in good repair, adequately lighted and free from obstacles.

(c) Each stairway shall be provided with a handrail and steps shall have a non-slip surface.

History: Cr. Register, March, 1983, No. 327, eff. 4-1-83.

HSS 57.08 Recording and reporting. (1) FOSTER CHILD RECORDS. During the time a child is in care the licensee shall maintain a record on a form provided by the department. The record shall contain the following information and shall be kept current and in the group home:

(a) The foster child's name, alias, if any, and sex;

(b) The foster child's birth date;

(c) The name of the person or agency to be notified in an emergency;

(d) Placement date;

(e) The person or supervising agency responsible for the foster child;

(f) The name of the physician to be called in an emergency;

emerg. a rech.
3-25-88