

WAC 388-60B-0115 Policies and procedures—Which policies and procedures must be approved by the department before I may provide domestic violence assessments or treatment services? (1) A domestic violence intervention treatment program must keep updated policies and procedures that have been approved by the department prior to initial certification. The policies and procedures must be readily available at all times to all staff and volunteers either in electronic or paper form.

(2) Programs that were certified prior to the implementation of chapter 388-60A WAC must submit policies and procedures to DSHS with their program's first re-certification application after the adoption of these rules.

(3) For programs applying to provide assessments, the policies and procedures must be individualized to the program and include:

- (a) Program records under WAC 388-60A-0045;
- (b) Facility requirements under WAC 388-60A-0120;
- (c) Quality management under WAC 388-60A-0125;
- (d) Personnel records under WAC 388-60A-0200;
- (e) Supervision and supervisor requirements under WAC 388-60A-0250 and 388-60A-0260;
- (f) Referral screening under WAC 388-60A-0300;
- (g) Victim safety under WAC 388-60A-0325;
- (h) Victim confidentiality under WAC 388-60A-0330;
- (i) Participant confidentiality under WAC 388-60A-0360;
- (j) Releases of information under WAC 388-60A-0365;
- (k) Behavioral assessment and interview criteria under WAC 388-60A-0400;

(4) For programs certified or applying to provide any level of domestic violence intervention treatment, the policies and procedures must be individualized to the program and at a minimum cover the following:

- (a) Program records under WAC 388-60A-0045;
- (b) Facility requirements under WAC 388-60A-0125;
- (c) Quality management under WAC 388-60A-0130;
- (d) Personnel records under WAC 388-60A-0200;
- (e) Supervision and supervisor requirements under WAC 388-60A-0250 and 388-60A-0260;
- (f) Referral screening under WAC 388-60A-0300;
- (g) Treatment focus under WAC 388-60A-0310;
- (h) Group treatment under WAC 388-60A-0315;
- (i) Treatment practices under WAC 388-60A-0320;
- (j) Victim safety under WAC 388-60A-0325;
- (k) Victim confidentiality under WAC 388-60A-0330;
- (l) Participant requirements under WAC 388-60A-0345;
- (m) Co-occurring treatment under WAC 388-60A-0350;
- (n) Participant confidentiality under WAC 388-60A-0360;
- (o) Releases of information under WAC 388-60A-0365;
- (p) Participant contracts under WAC 388-60A-0370;
- (q) Treatment planning under WAC 388-60A-0405;
- (r) Minimum treatment periods and requirements under WAC 388-60A-0420;
- (s) Reoffenses and noncompliance during treatment under WAC 388-60A-0425; and
- (t) Discharging participants under WAC 388-60A-0435;

(5) For programs certified or applying to provide levels one, two, and three treatment, the policies and procedures must be individualized to the program and also cover the following:

(a) Levels one, two and three placement criteria under WAC 388-60A-0410(1) through 388-60A-0410(3);

(b) Levels one, two, and three required cognitive and behavioral changes participants must make in treatment under WAC 388-60A-0415(1);

(c) Completion criteria and core competencies for levels one, two, and three treatments under WAC 388-60A-0430;

(6) For programs certified or applying to provide level four treatment the policies and procedures must be individualized to the program and also cover the following:

(a) Level four placement criteria under WAC 388-60A-0410(4);

(b) Level four required skills and behavioral changes under WAC 388-60A-0415(2); and

(c) Completion criteria for level four treatment under WAC 388-60A-0430(3).

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