

**WAC 182-32-3170 Office of administrative hearings—Initial or final order—Required information.** (1) **Initial order:** When the office of administrative hearings is holding a formal administrative hearing on behalf of the authority, the hearing officer must render a written initial order that addresses the issue or issues raised by the appellant in their appeal. The hearing officer must serve a copy of the initial order on all parties and the initial order must contain information on how the appellant may request review of the initial order.

(2) **Final order:** The final order will only be issued by the authority. After the reviewing officer or officers receives a request for review, the reviewing officer or officers has 20 calendar days to enter and serve a final order to all parties unless the reviewing officer serves notice allowing more time.

(3) In the written final order, the hearing officer must:

- (a) Identify the order as a final order of the school employees benefits board (SEBB) program;
- (b) List the name and docket number of the case and the names of all parties and representatives;
- (c) Enter findings of fact used to resolve the dispute based on the evidence admitted in the record;
- (d) Explain why evidence is, or is not, credible when describing the weight given to evidence related to disputed facts;
- (e) State the law that applies to the dispute;
- (f) Apply the law to the facts of the case in the conclusions of law;
- (g) Discuss the reasons for the decision based on the facts and the law;
- (h) State the result and remedy ordered; and
- (i) Include any other information required by law or program rules.

[Statutory Authority: RCW 41.05.021 and 41.05.160. WSR 22-13-168 (Admin #2022-01), § 182-32-3170, filed 6/21/22, effective 1/1/23. Statutory Authority: RCW 41.05.021, 41.05.160 and 2020 c 231. WSR 20-16-067 (Admin #2020-04), § 182-32-3170, filed 7/28/20, effective 8/28/20. Statutory Authority: RCW 41.05.021, 41.05.160 and SEBB policy resolutions. WSR 19-01-055 (Admin #2018-01), § 182-32-3170, filed 12/14/18, effective 1/14/19.]