

Title 490 WAC

WORK FORCE TRAINING AND EDUCATION COORDINATING BOARD ALSO VOCATIONAL REHABILITATION (SOCIAL AND HEALTH SERVICES, DEPT. OF)

Chapters

- 490-04B** Work force training and education coordinating board.
- 490-08B** Practice and procedure.
- 490-10** Organization.
- 490-13** Designation of rules coordinator.
- 490-100** Private vocational school regulations.
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- 490-500** Vocational rehabilitation and services for individuals with disabilities.
- 490-800** Private vocational school regulations.

DISPOSITION OF CHAPTERS FORMERLY CODIFIED IN THIS TITLE

Chapter 490-02

INCORPORATION OF FEDERAL REGULATIONS BY REFERENCE

- 490-02-010 Incorporation of federal regulations by reference. [Statutory Authority: RCW 28C.04.060. 79-02-019 (Order 79-1, Resolution No. 78-32-3), § 490-02-010, filed 1/16/79.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.

Chapter 490-03

AFFIRMATIVE ACTION POLICY

- 490-03-010 Affirmative action policy. [Statutory Authority: RCW 28C.04.060. 79-02-019 (Order 79-1, Resolution No. 78-32-3), § 490-03-010, filed 1/16/79.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.

Chapter 490-04

AUTHORITY AND ORGANIZATION FOR COORDINATING COUNCIL FOR OCCUPATIONAL EDUCATION

- 490-04-010 Name and legal authority. [Orders 72-3 and 72-4, § 490-04-010, filed 4/24/72.] Repealed by Order 75-4, filed 2/18/76. Later promulgation, see WAC 490-04A-010.
- 490-04-020 Organization. [Orders 72-3 and 72-4, § 490-04-020, filed 4/24/72.] Repealed by Order 75-4, filed 2/18/76. Later promulgation, see WAC 490-04A-020.
- 490-04-030 Designation and authority of executive officer. [Orders 72-3 and 72-4, § 490-04-030, filed 4/24/72.] Repealed by Order 75-4, filed 2/18/76. Later promulgation, see WAC 490-04A-040.
- 490-04-040 Designation and authority of state director. [Orders 72-3 and 72-4, § 490-04-040, filed 4/24/72.] Repealed by Order 75-4, filed 2/18/76.
- 490-04-050 Administrative structure of the coordinating council for occupational education. [Order 73-1, § 490-04-050, filed 11/1/73; Orders 72-3 and 72-4, § 490-04-050, filed 4/24/72.] Repealed by Order 75-4, filed 2/18/76. Later promulgation, see WAC 490-04A-050.

Chapter 490-04A

AUTHORITY AND ORGANIZATION FOR COMMISSION FOR VOCATIONAL EDUCATION

- 490-04A-010 Authority and designation of state board. [Statutory Authority: RCW 28C.04.060. 79-02-019 (Order 79-1, Resolution No. 78-32-3), § 490-04A-010, filed 1/16/79; Order 75-3, § 490-04A-010, filed 12/18/75. Formerly WAC 490-04-010.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.
- 490-04A-020 Organization. [Order 75-3, § 490-04A-020, filed 12/18/75. Formerly WAC 490-04-020.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.
- 490-04A-040 Designation of executive officer. [Statutory Authority: RCW 28C.04.060. 79-02-019 (Order 79-1, Resolution No. 78-32-3), § 490-04A-040, filed 1/16/79; Order 75-3, § 490-04A-040, filed 12/18/75. Formerly WAC 490-04-030.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.
- 490-04A-050 Administrative structure of the commission for vocational education. [Order 75-3, § 490-04A-050, filed 12/18/75. Formerly WAC 490-04-050.] Repealed by 79-02-019 (Order 79-1, Resolution No. 78-32-3), filed 1/16/79. Statutory Authority: RCW 28C.04.060. Later promulgation, see WAC 490-04A-070.
- 490-04A-060 Functions. [Statutory Authority: RCW 28C.04.060. 79-02-019 (Order 79-1, Resolution No. 78-32-3), § 490-04A-060, filed 1/16/79.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.
- 490-04A-070 Administrative structure of the commission for vocational education. [Statutory Authority: RCW 28C.04.060. 79-02-019 (Order 79-1, Resolution No. 78-32-3), § 490-04A-070, filed 1/16/79. Formerly WAC 490-04A-050.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.

Chapter 490-05

FULL-TIME PERSONNEL AND FUNCTIONS TO ELIMINATE SEX DISCRIMINATION AND SEX STEREOTYPING

- 490-05-001 Full-time personnel and functions to eliminate sex discrimination and sex stereotyping. [Statutory Authority: RCW 28C.04.060. 79-02-019 (Order 79-1, Resolution No. 78-32-3), § 490-05-001, filed 1/16/79.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.
- 490-05-020 Studies to carry out functions. [Statutory Authority: RCW 28C.04.060. 79-02-019 (Order 79-1, Resolution No. 78-32-3), § 490-05-020, filed 1/16/79.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.
- 490-05-030 Special considerations and incentives for the reduction of sex bias and sex stereotyping in vocational education. [Statutory Authority: RCW 28C.04.060. 79-02-019 (Order 79-1, Resolution No. 78-32-3), § 490-05-030, filed 1/16/79.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.

Chapter 490-08

RULES OF PRACTICE AND PROCEDURE

- 490-08-010 Appeal procedures. [Orders 72-3 and 72-4, § 490-08-010, filed 4/24/72.] Repealed by Order 75-4, filed 2/18/76. Later promulgation, see WAC 490-08A-010.
- 490-08-020 Judicial review provisions. [Orders 72-3 and 72-4, § 490-08-020, filed 4/24/72.] Repealed by Order 75-4, filed 2/18/76. Later promulgation, see WAC 490-08A-020.

Chapter 490-08A

RULES OF PRACTICE AND PROCEDURE

- 490-08A-001 Appeal procedures. [Statutory Authority: RCW 28C.04.060. 79-02-019 (Order 79-1, Resolution No. 78-32-3), § 490-08A-001, filed 1/16/79.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.
- 490-08A-010 Appeal procedures. [Statutory Authority: RCW 28C.04.060. 79-02-019 (Order 79-1, Resolution No. 78-32-3), § 490-08A-010, filed 1/16/79; Order 75-3, § 490-08A-010, filed 12/18/75. Formerly WAC 490-08-010.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.
- 490-08A-020 Judicial review provisions. [Order 75-3, § 490-08A-020, filed 12/18/75. Formerly WAC 490-08-020.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.

Chapter 490-12

QUALIFICATIONS OF PERSONNEL

- 490-12-010 Qualifications of teachers of practical nursing. [Rules (part), filed 3/23/60.] Repealed by Order 75-4, filed 2/18/76. Later promulgation, see WAC 490-12A-010.
- 490-12-020 Qualifications of teachers in trade and industrial extension classes—Shop and trade practice teachers. [Rules (part), filed 3/23/60.] Repealed by Order 75-4, filed 2/18/76. Later promulgation, see WAC 490-12A-020.
- 490-12-022 Qualifications of teachers in trade and industrial extension classes—Related technical teachers. [Rules (part), filed 3/23/60.] Repealed by Order 75-4, filed 2/18/76. Later promulgation, see WAC 490-12A-022.
- 490-12-024 Qualifications of teachers in trade and industrial extension classes—Teachers of general continuation classes. [Rules (part), filed 3/23/60.] Repealed by Order 75-4, filed 2/18/76. Later promulgation, see WAC 490-12A-024.
- 490-12-030 Qualifications of teachers of home economics education—Home economics teachers. [Rules (part), filed 3/23/60.] Repealed by Order 75-4, filed 2/18/76. Later promulgation, see WAC 490-12A-030.
- 490-12-032 Qualifications of teachers of home economics education—Teacher for child development laboratory in the home economics program. [Rules (part), filed 3/23/60.] Repealed by Order 75-4, filed 2/18/76. Later promulgation, see WAC 490-12A-032.
- 490-12-034 Qualifications of teachers of home economics education—Related subjects teacher. [Rules (part), filed 3/23/60.] Repealed by Order 75-4, filed 2/18/76. Later promulgation, see WAC 490-12A-034.
- 490-12-036 Qualifications of teachers of home economics education—Qualifications of teachers for out-of-school group. [Rules (part), filed 3/23/60.] Repealed by Order 75-4, filed 2/18/76. Later promulgation, see WAC 490-12A-036.
- 490-12-040 Distributive education—Qualification of teachers and coordinators—Evening extension classes. [Rules (part), filed 3/23/60.] Repealed by Order 75-4, filed 2/18/76. Later promulgation, see WAC 490-12A-040.
- 490-12-042 Distributive education—Qualification of teachers and coordinators—Part-time extension classes. [Rules (part), filed 3/23/60.] Repealed by Order 75-4, filed 2/18/76. Later promulgation, see WAC 490-12A-042.
- 490-12-044 Distributive education—Qualification of teachers and coordinators—Part-time cooperative classes. [Rules (part), filed 3/23/60.] Repealed by Order 75-4, filed 2/18/76. Later promulgation, see WAC 490-12A-044.
- 490-12-046 Distributive education—Qualification of teachers and coordinators—Teachers of related subjects. [Rules (part), filed 3/23/60.] Repealed by Order 75-4, filed 2/18/76. Later promulgation, see WAC 490-12A-046.

- 490-12-050 Qualifications of teachers of agriculture—Regular teacher for all-day, day-unit, young farmer, adult farmer or combinations of the same. [Rules (part), filed 3/23/60.] Repealed by Order 75-4, filed 2/18/76. Later promulgation, see WAC 490-12A-050.

- 490-12-052 Qualifications of teachers of agriculture—Special teachers. [Rules (part), filed 3/23/60.] Repealed by Order 75-4, filed 2/18/76. Later promulgation, see WAC 490-12A-052.

Chapter 490-12A

QUALIFICATIONS OF PERSONNEL

- 490-12A-010 Qualifications of teachers of practical nursing. [Order 75-3, § 490-12A-010, filed 12/18/75. Formerly WAC 490-12-010.] Repealed by 79-02-019 (Order 79-1, Resolution No. 78-32-3), filed 1/16/79. Statutory Authority: RCW 28C.04.060.
- 490-12A-020 Qualifications of teachers in trade and industrial extension classes—Shop and trade practice teachers. [Order 75-3, § 490-12A-020, filed 12/18/75. Formerly WAC 490-12-020.] Repealed by 79-02-019 (Order 79-1, Resolution No. 78-32-3), filed 1/16/79. Statutory Authority: RCW 28C.04.060.
- 490-12A-022 Qualifications of teachers in trade and industrial extension classes—Related technical teachers. [Order 75-3, § 490-12A-022, filed 12/18/75. Formerly WAC 490-12-022.] Repealed by 79-02-019 (Order 79-1, Resolution No. 78-32-3), filed 1/16/79. Statutory Authority: RCW 28C.04.060.
- 490-12A-024 Qualifications of teachers in trade and industrial extension classes—Teachers of general continuation classes. [Order 75-3, § 490-12A-024, filed 12/18/75. Formerly WAC 490-12-024.] Repealed by 79-02-019 (Order 79-1, Resolution No. 78-32-3), filed 1/16/79. Statutory Authority: RCW 28C.04.060.
- 490-12A-030 Qualifications of teachers of home economics education—Home economics teachers. [Order 75-3, § 490-12A-030, filed 12/18/75. Formerly WAC 490-12-030.] Repealed by 79-02-019 (Order 79-1, Resolution No. 78-32-3), filed 1/16/79. Statutory Authority: RCW 28C.04.060.
- 490-12A-032 Qualifications of teachers of home economics education—Teacher for child development laboratory in the home economics program. [Order 75-3, § 490-12A-032, filed 12/18/75. Formerly WAC 490-12-032.] Repealed by 79-02-019 (Order 79-1, Resolution No. 78-32-3), filed 1/16/79. Statutory Authority: RCW 28C.04.060.
- 490-12A-034 Qualifications of teachers of home economics education—Related subjects teacher. [Order 75-3, § 490-12A-034, filed 12/18/75. Formerly WAC 490-12-034.] Repealed by 79-02-019 (Order 79-1, Resolution No. 78-32-3), filed 1/16/79. Statutory Authority: RCW 28C.04.060.
- 490-12A-036 Qualifications of teachers of home economics education—Qualifications of teachers for out-of-school group. [Order 75-3, § 490-12A-036, filed 12/18/75. Formerly WAC 490-12-036.] Repealed by 79-02-019 (Order 79-1, Resolution No. 78-32-3), filed 1/16/79. Statutory Authority: RCW 28C.04.060.
- 490-12A-040 Distributive education—Qualification of teachers and coordinators—Evening extension classes. [Order 75-3, § 490-12A-040, filed 12/18/75. Formerly WAC 490-12-040.] Repealed by 79-02-019 (Order 79-1, Resolution No. 78-32-3), filed 1/16/79. Statutory Authority: RCW 28C.04.060.
- 490-12A-042 Distributive education—Qualification of teachers and coordinators—Part-time extension classes. [Order 75-3, § 490-12A-042, filed 12/18/75. Formerly WAC 490-12-042.] Repealed by 79-02-019 (Order 79-1, Resolution No. 78-32-3), filed 1/16/79. Statutory Authority: RCW 28C.04.060.
- 490-12A-044 Distributive education—Qualification of teachers and coordinators—Part-time cooperative classes. [Order 75-3, § 490-12A-044, filed 12/18/75. Formerly WAC 490-12-044.] Repealed by 79-02-019 (Order 79-1, Resolution No. 78-32-3), filed 1/16/79. Statutory Authority: RCW 28C.04.060.

- 490-12A-046 Distributive education—Qualification of teachers and coordinators—Teachers of related subjects. [Order 75-3, § 490-12A-046, filed 12/18/75. Formerly WAC 490-12-046.] Repealed by 79-02-019 (Order 79-1, Resolution No. 78-32-3), filed 1/16/79. Statutory Authority: RCW 28C.04.060.
- 490-12A-050 Qualifications of teachers of agriculture—Regular teacher for all-day, day-unit, young farmer, adult farmer or combinations of the same. [Order 75-3, § 490-12A-050, filed 12/18/75. Formerly WAC 490-12-050.] Repealed by 79-02-019 (Order 79-1, Resolution No. 78-32-3), filed 1/16/79. Statutory Authority: RCW 28C.04.060.
- 490-12A-052 Qualifications of teachers of agriculture—Special teachers. [Order 75-3, § 490-12A-052, filed 12/18/75. Formerly WAC 490-12-052.] Repealed by 79-02-019 (Order 79-1, Resolution No. 78-32-3), filed 1/16/79. Statutory Authority: RCW 28C.04.060.

Chapter 490-15**OCCUPATIONAL TRAINING OF REHABILITATION CLIENTS—
APPROVAL OF SCHOOLS**

- 490-15-001 Authorization. [Order 73-2, § 490-15-001, filed 5/3/73.] Repealed by Order 75-4, filed 2/18/76. Later promulgation, see WAC 490-15A-001.
- 490-15-004 Conditions required for approval. [Order 73-2, § 490-15-004, filed 5/3/73.] Repealed by Order 75-4, filed 2/18/76. Later promulgation, see WAC 490-15A-004.
- 490-15-008 Standards required for approval. [Order 73-2, § 490-15-008, filed 5/3/73.] Repealed by Order 75-4, filed 2/18/76. Later promulgation, see WAC 490-15A-008.
- 490-15-012 Procedures for approval. [Order 73-2, § 490-15-012, filed 5/3/73.] Repealed by Order 75-4, filed 2/18/76. Later promulgation, see WAC 490-15A-012.
- 490-15-016 Refund policy. [Order 73-2, § 490-15-016, filed 5/3/73.] Repealed by Order 75-4, filed 2/18/76. Later promulgation, see WAC 490-15A-016.
- 490-15-020 Advertising—Publicizing regulations. [Order 73-2, § 490-15-020, filed 5/3/73.] Repealed by Order 75-4, filed 2/18/76. Later promulgation, see WAC 490-15A-020.
- 490-15-024 Duration of approval—Nontransferability. [Order 73-2, § 490-15-024, filed 5/3/73.] Repealed by Order 75-4, filed 2/18/76. Later promulgation, see WAC 490-15A-024.
- 490-15-028 Reports—Visitation. [Order 73-2, § 490-15-028, filed 5/3/73.] Repealed by Order 75-4, filed 2/18/76. Later promulgation, see WAC 490-15A-028.

Chapter 490-15A**OCCUPATIONAL TRAINING OF REHABILITATION CLIENTS—
APPROVAL OF SCHOOLS**

- 490-15A-001 Authorization. [Order 75-3, § 490-15A-001, filed 12/18/75. Formerly WAC 490-15-001.] Repealed by 79-02-019 (Order 79-1, Resolution No. 78-32-3), filed 1/16/79. Statutory Authority: RCW 28C.04.060.
- 490-15A-004 Conditions required for approval. [Order 75-3, § 490-15A-004, filed 12/18/75. Formerly WAC 490-15-004.] Repealed by 79-02-019 (Order 79-1, Resolution No. 78-32-3), filed 1/16/79. Statutory Authority: RCW 28C.04.060.
- 490-15A-008 Standards required for approval. [Order 75-3, § 490-15A-008, filed 12/18/75. Formerly WAC 490-15-008.] Repealed by 79-02-019 (Order 79-1, Resolution No. 78-32-3), filed 1/16/79. Statutory Authority: RCW 28C.04.060.
- 490-15A-012 Procedures for approval. [Order 75-3, § 490-15A-012, filed 12/18/75. Formerly WAC 490-15-012.] Repealed by 79-02-019 (Order 79-1, Resolution No. 78-32-3), filed 1/16/79. Statutory Authority: RCW 28C.04.060.
- 490-15A-016 Refund policy. [Order 75-3, § 490-15A-016, filed 12/18/75. Formerly WAC 490-15-016.] Repealed by 79-02-019 (Order 79-1, Resolution No. 78-32-3), filed 1/16/79. Statutory Authority: RCW 28C.04.060.
- 490-15A-020 Advertising—Publicizing regulations. [Order 75-3, § 490-15A-020, filed 12/18/75. Formerly WAC 490-15-020.] Repealed by 79-02-019 (Order 79-1, Resolution No. 78-

32-3), filed 1/16/79. Statutory Authority: RCW 28C.04.060.

- 490-15A-024 Duration of approval—Nontransferability. [Order 75-3, § 490-15A-024, filed 12/18/75. Formerly WAC 490-15-024.] Repealed by 79-02-019 (Order 79-1, Resolution No. 78-32-3), filed 1/16/79. Statutory Authority: RCW 28C.04.060.
- 490-15A-028 Reports—Visitation. [Order 75-3, § 490-15A-028, filed 12/18/75. Formerly WAC 490-15-028.] Repealed by 79-02-019 (Order 79-1, Resolution No. 78-32-3), filed 1/16/79. Statutory Authority: RCW 28C.04.060.

Chapter 490-16**OCCUPATIONAL TRAINING OF VETERANS—APPROVAL OF
SCHOOLS**

- 490-16-001 Authorization. [Rules (part), filed 8/12/66.] Repealed by Order 75-4, filed 2/18/76. Later promulgation, see WAC 490-16A-001.
- 490-16-005 Importance of approval. [Rules (part), filed 8/12/66.] Repealed by Order 75-4, filed 2/18/76. Later promulgation, see WAC 490-16A-005.
- 490-16-008 Conditions required for approval. [Rules (part), filed 8/12/66.] Repealed by Order 75-4, filed 2/18/76. Later promulgation, see WAC 490-16A-008.
- 490-16-010 Applicability of standards. [Rules (part), filed 8/12/66.] Repealed by Order 75-4, filed 2/18/76. Later promulgation, see WAC 490-16A-010.
- 490-16-015 General standards—Prior operation. [Rules (part), filed 8/12/66.] Repealed by Order 75-4, filed 2/18/76. Later promulgation, see WAC 490-16A-015.
- 490-16-020 General standards—Minimum number of nonveteran students required. [Rules (part), filed 8/12/66.] Repealed by Order 75-4, filed 2/18/76. Later promulgation, see WAC 490-16A-020.
- 490-16-025 General standards—Prior accreditation or licensing. [Rules (part), filed 8/12/66.] Repealed by Order 75-4, filed 2/18/76. Later promulgation, see WAC 490-16A-025.
- 490-16-030 General standards—Accredited and nonaccredited courses. [Rules (part), filed 8/12/66.] Repealed by Order 75-4, filed 2/18/76. Later promulgation, see WAC 490-16A-030.
- 490-16-035 General standards—Approval by state board. [Rules (part), filed 8/12/66.] Repealed by Order 75-4, filed 2/18/76. Later promulgation, see WAC 490-16A-035.
- 490-16-040 General standards—Business organization and ethics. [Rules (part), filed 8/12/66.] Repealed by Order 75-4, filed 2/18/76. Later promulgation, see WAC 490-16A-040.
- 490-16-045 General standards—Admission requirements. [Rules (part), filed 8/12/66.] Repealed by Order 75-4, filed 2/18/76. Later promulgation, see WAC 490-16A-045.
- 490-16-050 General standards—Qualifications of instructors. [Rules (part), filed 8/12/66.] Repealed by Order 75-4, filed 2/18/76. Later promulgation, see WAC 490-16A-050.
- 490-16-055 General standards—Number of teachers and student load. [Rules (part), filed 8/12/66.] Repealed by Order 75-4, filed 2/18/76. Later promulgation, see WAC 490-16A-055.
- 490-16-060 General standards—Instructional content. [Rules (part), filed 8/12/66.] Repealed by Order 75-4, filed 2/18/76. Later promulgation, see WAC 490-16A-060.
- 490-16-065 General standards—Facilities. [Rules (part), filed 8/12/66.] Repealed by Order 75-4, filed 2/18/76. Later promulgation, see WAC 490-16A-065.
- 490-16-070 General standards—Equipment. [Rules (part), filed 8/12/66.] Repealed by Order 75-4, filed 2/18/76. Later promulgation, see WAC 490-16A-070.
- 490-16-080 Regulations—Advertising and/or publicizing. [Rules (part), filed 8/12/66.] Repealed by Order 75-4, filed 2/18/76. Later promulgation, see WAC 490-16A-080.
- 490-16-085 Regulations—Length of time of approval. [Rules (part), filed 8/12/66.] Repealed by Order 75-4, filed 2/18/76. Later promulgation, see WAC 490-16A-085.

- 490-16-090 Regulations—Limited and specific nature of approval. [Rules (part), filed 8/12/66.] Repealed by Order 75-4, filed 2/18/76. Later promulgation, see WAC 490-16A-090.
- 490-16-095 Regulations—Change of location or ownership. [Rules (part), filed 8/12/66.] Repealed by Order 75-4, filed 2/18/76. Later promulgation, see WAC 490-16A-095.
- 490-16-100 Regulations—Approvals are not precedents. [Rules (part), filed 8/12/66.] Repealed by Order 75-4, filed 2/18/76. Later promulgation, see WAC 490-16A-100.
- 490-16-105 Regulations—Reports. [Rules (part), filed 8/12/66.] Repealed by Order 75-4, filed 2/18/76. Later promulgation, see WAC 490-16A-105.
- 490-16-110 Regulations—Visitations. [Rules (part), filed 8/12/66.] Repealed by Order 75-4, filed 2/18/76. Later promulgation, see WAC 490-16A-110.
- 490-16-115 Regulations—Misrepresentation. [Rules (part), filed 8/12/66.] Repealed by Order 75-4, filed 2/18/76. Later promulgation, see WAC 490-16A-115.
- 490-16-120 Regulations—Supporting evidence. [Rules (part), filed 8/12/66.] Repealed by Order 75-4, filed 2/18/76. Later promulgation, see WAC 490-16A-120.
- 490-16-130 Regulations—Procedures. [Rules (part), filed 8/12/66.] Repealed by Order 75-4, filed 2/18/76. Later promulgation, see WAC 490-16A-130.
- Chapter 490-16A**
OCCUPATIONAL TRAINING OF VETERANS—APPROVAL OF SCHOOLS
- 490-16A-001 Authorization. [Order 75-3, § 490-16A-001, filed 12/18/75. Formerly WAC 490-16-001.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.
- 490-16A-005 Importance of approval. [Order 75-3, § 490-16A-005, filed 12/18/75. Formerly WAC 490-16-005.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.
- 490-16A-008 Conditions required for approval. [Order 75-3, § 490-16A-008, filed 12/18/75. Formerly WAC 490-16-008.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.
- 490-16A-010 Applicability of standards. [Order 75-3, § 490-16A-010, filed 12/18/75. Formerly WAC 490-16-010.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.
- 490-16A-015 General standards—Prior operation. [Order 75-3, § 490-16A-015, filed 12/18/75. Formerly WAC 490-16-015.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.
- 490-16A-020 General standards—Minimum number of nonveteran students required. [Order 75-3, § 490-16A-020, filed 12/18/75. Formerly WAC 490-16-020.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.
- 490-16A-025 General standards—Prior accreditation or licensing. [Order 75-3, § 490-16A-025, filed 12/18/75. Formerly WAC 490-16-025.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.
- 490-16A-030 General standards—Accredited and nonaccredited courses. [Order 75-3, § 490-16A-030, filed 12/18/75. Formerly WAC 490-16-030.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.
- 490-16A-035 General standards—Approval by state board. [Order 75-3, § 490-16A-035, filed 12/18/75. Formerly WAC 490-16-035.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.
- 490-16A-040 General standards—Business organization and ethics. [Order 75-3, § 490-16A-040, filed 12/18/75. Formerly WAC 490-16-040.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.
- 490-16A-045 General standards—Admission requirements. [Order 75-3, § 490-16A-045, filed 12/18/75. Formerly WAC 490-16-045.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.
- 490-16A-050 General standards—Qualifications of instructors. [Order 75-3, § 490-16A-050, filed 12/18/75. Formerly WAC 490-16-050.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.
- 490-16A-055 General standards—Qualifications of instructors—Number of teachers and student load. [Order 75-3, § 490-16A-055, filed 12/18/75. Formerly WAC 490-16-055.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.
- 490-16A-060 General standards—Instructional content. [Order 75-3, § 490-16A-060, filed 12/18/75. Formerly WAC 490-16-060.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.
- 490-16A-065 General standards—Facilities. [Order 75-3, § 490-16A-065, filed 12/18/75. Formerly WAC 490-16-065.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.
- 490-16A-070 General standards—Equipment. [Order 75-3, § 490-16A-070, filed 12/18/75. Formerly WAC 490-16-070.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.
- 490-16A-080 Regulations—Advertising and/or publicizing. [Order 75-3, § 490-16A-080, filed 12/18/75. Formerly WAC 490-16-080.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.
- 490-16A-085 Regulations—Length of time of approval. [Order 75-3, § 490-16A-085, filed 12/18/75. Formerly WAC 490-16-085.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.
- 490-16A-090 Regulations—Limited and specific nature of approval. [Order 75-3, § 490-16A-090, filed 12/18/75. Formerly WAC 490-16-090.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.
- 490-16A-095 Regulations—Change of location or ownership. [Order 75-3, § 490-16A-095, filed 12/18/75. Formerly WAC 490-16-095.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.
- 490-16A-100 Regulations—Approvals are not precedents. [Order 75-3, § 490-16A-100, filed 12/18/75. Formerly WAC 490-16-100.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.
- 490-16A-105 Regulations—Reports. [Order 75-3, § 490-16A-105, filed 12/18/75. Formerly WAC 490-16-105.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.
- 490-16A-110 Regulations—Visitations. [Order 75-3, § 490-16A-110, filed 12/18/75. Formerly WAC 490-16-110.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.
- 490-16A-115 Regulations—Misrepresentation. [Order 75-3, § 490-16A-115, filed 12/18/75. Formerly WAC 490-16-115.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.
- 490-16A-120 Regulations—Supporting evidence. [Order 75-3, § 490-16A-120, filed 12/18/75. Formerly WAC 490-16-120.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.
- 490-16A-130 Regulations—Procedures. [Order 75-3, § 490-16A-130, filed 12/18/75. Formerly WAC 490-16-130.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.
- Chapter 490-20**
VOCATIONAL REHABILITATION
- 490-20-010 Standards for personnel providing services—General policies. [Regulation 17.1, filed 4/3/64; Regulation 17.1, filed 6/21/63.] Repealed by Order 72-3, filed 4/24/72.
- 490-20-015 Standards for personnel providing services—Medical diagnosis and treatment. [Regulation 17.2 (part), filed 4/3/64; Regulation 17.2 (part), filed 6/21/63.] Repealed by Order 72-3, filed 4/24/72.
- 490-20-020 Standards for personnel providing services—Dental diagnosis and treatment. [Regulation 17.2 (part), filed 4/3/64; Regulation 17.2 (part), filed 6/21/63.] Repealed by Order 72-3, filed 4/24/72.
- 490-20-025 Standards for personnel providing services—Other personnel. [Regulation 17.2 (part), filed 4/3/64; Regulation 17.2 (part), filed 6/21/63.] Repealed by Order 72-3, filed 4/24/72.
- 490-20-030 Standards for personnel providing services—Maintenance of standards. [Regulation 17.3, filed 4/3/64; Regulation 17.3, filed 6/21/63.] Repealed by Order 72-3, filed 4/24/72.
- 490-20-035 Standards for personnel providing services—Guides for agency personnel. [Regulation 17.4, filed 4/3/64; Regulation 17.4, filed 6/21/63.] Repealed by Order 72-3, filed 4/24/72.

- 490-20-100 Nondisabled service of the division of vocational rehabilitation—General provisions. [Regulation 1, filed 6/21/63; Regulation 1, filed 3/24/60.] Repealed by Order 72-3, filed 4/24/72.
- 490-20-110 Nondisabled service of the division of vocational rehabilitation—Administrative organization. [Regulation 2, filed 6/21/63.] Repealed by Order 72-3, filed 4/24/72.
- 490-20-120 Nondisabled service of the division of vocational rehabilitation—Scope of agency program—Objectives and services. [Rule 6, filed 6/21/63; Rule 4, filed 3/24/60.] Repealed by Order 72-3, filed 4/24/72.
- 490-20-130 Nondisabled service of the division of vocational rehabilitation—Case referral and acceptance. [Regulation 7, filed 6/21/63; Regulation 3, filed 3/24/60.] Repealed by Order 72-3, filed 4/24/72.
- 490-20-140 Nondisabled service of the division of vocational rehabilitation—Eligibility for services. [Regulation 8, filed 6/21/63; Section 2, filed 3/24/60.] Repealed by Order 72-3, filed 4/24/72.
- 490-20-150 Nondisabled service of the division of vocational rehabilitation—Economic need. [Regulation 13, filed 6/21/63.] Repealed by Order 72-3, filed 4/24/72.
- 490-20-160 Nondisabled service of the division of vocational rehabilitation—Confidential information. [Regulation 15, filed 6/21/63; Regulation 6, filed 3/24/60.] Repealed by Order 72-3, filed 4/24/72.
- 490-20-170 Nondisabled service of the division of vocational rehabilitation—Services provided. [Regulation 20, filed 6/21/63; Section 4, filed 3/24/60.] Repealed by Order 72-3, filed 4/24/72.

Chapter 490-24

PROVISION FOR PUBLIC HEARINGS, PUBLIC MEETINGS AND PUBLIC INFORMATION

- 490-24-010 Public hearings procedures. [Orders 72-3 and 72-4, § 490-24-010, filed 4/24/72.] Repealed by Order 75-4, filed 2/18/76. Later promulgation, see WAC 490-24A-010.
- 490-24-020 Public meeting procedures. [Orders 72-3 and 72-4, § 490-24-020, filed 4/24/72.] Repealed by Order 75-4, filed 2/18/76. Later promulgation, see WAC 490-24A-020.
- 490-24-030 Public information procedures. [Order 73-1, § 490-24-030, filed 11/1/73; Orders 72-3 and 72-4, § 490-24-030, filed 4/24/72.] Repealed by Order 75-4, filed 2/18/76. Later promulgation, see WAC 490-24A-030.

Chapter 490-24A

PROVISION FOR PUBLIC HEARINGS, PUBLIC MEETINGS AND PUBLIC INFORMATION

- 490-24A-010 Public hearings procedures. [Order 75-3, § 490-24A-010, filed 12/18/75. Formerly WAC 490-24-010.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.
- 490-24A-020 Public meeting procedures. [Order 75-3, § 490-24A-020, filed 12/18/75. Formerly WAC 490-24-020.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.
- 490-24A-030 Public information procedures. [Order 75-3, § 490-24A-030, filed 12/18/75. Formerly WAC 490-24-030.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.

Chapter 490-25

RULES AND REGULATIONS RELATING TO PUBLIC RECORDS OF THE COORDINATING COUNCIL FOR OCCUPATIONAL EDUCATION

- 490-25-010 Purpose. [Order 73-1, § 490-25-010, filed 5/3/73.] Repealed by Order 75-4, filed 2/18/76. Later promulgation, see WAC 490-25A-010.
- 490-25-015 Definitions. [Order 73-1, § 490-25-015, filed 5/3/73.] Repealed by Order 75-4, filed 2/18/76. Later promulgation, see WAC 490-25A-015.
- 490-25-020 Description of central and field organization of CCOE. [Order 73-1, § 490-25-020, filed 5/3/73.] Repealed by Order 75-4, filed 2/18/76. Later promulgation, see WAC 490-25A-020.

- 490-25-025 Public records available. [Order 73-1, § 490-25-025, filed 5/3/73.] Repealed by Order 75-4, filed 2/18/76. Later promulgation, see WAC 490-25A-025.
- 490-25-030 Requests for public records. [Order 73-1, § 490-25-030, filed 5/3/73.] Repealed by Order 75-4, filed 2/18/76. Later promulgation, see WAC 490-25A-030.
- 490-25-035 Copying. [Order 73-1, § 490-25-035, filed 5/3/73.] Repealed by Order 75-4, filed 2/18/76. Later promulgation, see WAC 490-25A-035.
- 490-25-040 Exemptions. [Order 73-1, § 490-25-040, filed 5/3/73.] Repealed by Order 75-4, filed 2/18/76. Later promulgation, see WAC 490-25A-040.
- 490-25-045 Review of denials of public records requests. [Order 73-1, § 490-25-045, filed 5/3/73.] Repealed by Order 75-4, filed 2/18/76. Later promulgation, see WAC 490-25A-045.
- 490-25-050 Protection of public records. [Order 73-1, § 490-25-050, filed 5/3/73.] Repealed by Order 75-4, filed 2/18/76. Later promulgation, see WAC 490-25A-050.
- 490-25-055 Records index. [Order 73-1, § 490-25-055, filed 5/3/73.] Repealed by Order 75-4, filed 2/18/76. Later promulgation, see WAC 490-25A-055.
- 490-25-060 Adoption of form—Appendix A. [Order 73-1, § 490-25-060, filed 5/3/73.] Repealed by Order 75-4, filed 2/18/76. Later promulgation, see WAC 490-25A-060.

Chapter 490-25A

RULES AND REGULATIONS RELATING TO PUBLIC RECORDS OF THE COMMISSION FOR VOCATIONAL EDUCATION

- 490-25A-010 Purpose. [Order 75-3, § 490-25A-010, filed 12/18/75. Formerly WAC 490-25-010.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.
- 490-25A-015 Definitions. [Order 75-3, § 490-25A-015, filed 12/18/75. Formerly WAC 490-25-015.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.
- 490-25A-020 Description of central and field organization of CVE. [Order 75-3, § 490-25A-020, filed 12/18/75. Formerly WAC 490-25-020.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.
- 490-25A-025 Public records available. [Order 75-3, § 490-25A-025, filed 12/18/75. Formerly WAC 490-25-025.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.
- 490-25A-030 Requests for public records. [Order 75-3, § 490-25A-030, filed 12/18/75. Formerly WAC 490-25-030.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.
- 490-25A-035 Copying. [Order 75-3, § 490-25A-035, filed 12/18/75. Formerly WAC 490-25-035.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.
- 490-25A-040 Exemptions. [Order 75-3, § 490-25A-040, filed 12/18/75. Formerly WAC 490-25-040.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.
- 490-25A-045 Review of denials of public records requests. [Order 75-3, § 490-25A-045, filed 12/18/75. Formerly WAC 490-25-045.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.
- 490-25A-050 Protection of public records. [Order 75-3, § 490-25A-050, filed 12/18/75. Formerly WAC 490-25-050.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.
- 490-25A-055 Records index. [Order 75-3, § 490-25A-055, filed 12/18/75. Formerly WAC 490-25-055.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.
- 490-25A-060 Adoption of form—Appendix A. [Order 75-3, § 490-25A-060 and Appendix A, filed 12/18/75. Formerly WAC 490-25-060 and Appendix A.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.

Chapter 490-28

MINIMUM QUALIFICATIONS OF PERSONNEL

- 490-28-010 Minimum qualifications of personnel. [Order 73-1, § 490-28-010, filed 11/1/73; Orders 72-3 and 72-4, § 490-28-010, filed 4/24/72.] Repealed by Order 75-4, filed 2/18/76. Later promulgation, see WAC 490-28A-010.
- 490-28-011 Appeal procedures. [Order 73-1, § 490-28-011, filed 11/1/73.] Repealed by Order 75-4, filed 2/18/76. Later promulgation, see WAC 490-28A-011.

- 490-28-012 Minimum standards for local vocational administrative personnel. [Order 73-1, § 490-28-012, filed 11/1/73.] Repealed by Order 75-4, filed 2/18/76. Later promulgation, see WAC 490-28A-012.
- 490-28-013 Minimum standards of state agency personnel. [Order 73-1, § 490-28-013, filed 11/1/73.] Repealed by Order 75-4, filed 2/18/76. Later promulgation, see WAC 490-28A-013.
- 490-28-020 Compliance with WAC 490-28-010 by operating agencies. [Order 73-1, § 490-28-020, filed 11/1/73; Orders 72-3 and 72-4, § 490-28-020, filed 4/24/72.] Repealed by Order 75-4, filed 2/18/76. Later promulgation, see WAC 490-28A-020.
- 490-28-030 Professional improvement. [Order 73-1, § 490-28-030, filed 11/1/73; Orders 72-3 and 72-4, § 490-28-030, filed 4/24/72.] Repealed by Order 75-4, filed 2/18/76. Later promulgation, see WAC 490-28A-030.
- 490-28-040 Review and modification of personnel qualification standards. [Order 73-1, § 490-28-040, filed 11/1/73.] Repealed by Order 75-4, filed 2/18/76. Later promulgation, see WAC 490-28A-040.
- 490-28-050 Program evaluation. [Order 73-1, § 490-28-050, filed 11/1/73.] Repealed by Order 75-4, filed 2/18/76. Later promulgation, see WAC 490-28A-050.
- 490-28-060 Review and evaluation of personnel preparation and development. [Order 73-1, § 490-28-060, filed 11/1/73.] Repealed by Order 75-4, filed 2/18/76. Later promulgation, see WAC 490-28A-060.
- 490-28A-020 Compliance with WAC 490-28A-010 by operating agencies. [Order 75-3, § 490-28A-020, filed 12/18/75. Formerly WAC 490-28-020.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.
- 490-28A-030 Professional improvement. [Order 75-3, § 490-28A-030, filed 12/18/75. Formerly WAC 490-28-030.] Repealed by 79-02-019 (Order 79-1, Resolution No. 78-32-3), filed 1/16/79. Statutory Authority: RCW 28C.04.060.
- 490-28A-040 Review and modification of personnel qualification standards. [Order 75-3, § 490-28A-040, filed 12/18/75. Formerly WAC 490-28-040.] Repealed by 79-02-019 (Order 79-1, Resolution No. 78-32-3), filed 1/16/79. Statutory Authority: RCW 28C.04.060.
- 490-28A-050 Program evaluation. [Order 75-3, § 490-28A-050, filed 12/18/75. Formerly WAC 490-28-050.] Repealed by 79-02-019 (Order 79-1, Resolution No. 78-32-3), filed 1/16/79. Statutory Authority: RCW 28C.04.060.
- 490-28A-060 Review and evaluation of personnel preparation and development. [Order 75-3, § 490-28A-060, filed 12/18/75. Formerly WAC 490-28-060.] Repealed by 79-02-019 (Order 79-1, Resolution No. 78-32-3), filed 1/16/79. Statutory Authority: RCW 28C.04.060.

Chapter 490-28A**MINIMUM QUALIFICATIONS OF PERSONNEL**

- 490-28A-001 Minimum qualifications of vocational education personnel. [Statutory Authority: RCW 28C.04.060. 79-02-019 (Order 79-1, Resolution No. 78-32-3), § 490-28A-001, filed 1/16/79.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.
- 490-28A-002 Minimum standards for full-time teaching personnel. [Statutory Authority: RCW 28C.04.060. 79-02-019 (Order 79-1, Resolution No. 78-32-3), § 490-28A-002, filed 1/16/79.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.
- 490-28A-003 Minimum standards for trainers of vocational education personnel. [Statutory Authority: RCW 28C.04.060. 83-10-003 (Order 83-1, Resolution No. 82-54-12/3), § 490-28A-003, filed 4/21/83.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.
- 490-28A-010 Minimum qualifications of personnel. [Order 75-3, § 490-28A-010, filed 12/18/75. Formerly WAC 490-28-010.] Repealed by 79-02-019 (Order 79-1, Resolution No. 78-32-3), filed 1/16/79. Statutory Authority: RCW 28C.04.060.
- 490-28A-011 Appeal procedures. [Order 75-3, § 490-28A-011, filed 12/18/75. Formerly WAC 490-28-011.] Repealed by 79-02-019 (Order 79-1, Resolution No. 78-32-3), filed 1/16/79. Statutory Authority: RCW 28C.04.060.
- 490-28A-012 Minimum standards for local vocational administrative personnel. [Statutory Authority: RCW 28C.04.060. 79-02-019 (Order 79-1, Resolution No. 78-32-3), § 490-28A-012, filed 1/16/79; Order 75-3, § 490-28A-012, filed 12/18/75. Formerly WAC 490-28-012.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.
- 490-28A-013 Minimum standards of state agency personnel. [Statutory Authority: RCW 28C.04.060. 81-09-072 (Order 81-1, Resolution No. 81-45-2), § 490-28A-013, filed 4/22/81; 79-02-019 (Order 79-1, Resolution No. 78-32-3), § 490-28A-013, filed 1/16/79; Order 75-3, § 490-28A-013, filed 12/18/75. Formerly WAC 490-28-013.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.
- 490-28A-014 Safety and occupational health practices standards. [Statutory Authority: RCW 28C.04.060. 79-02-019 (Order 79-1, Resolution No. 78-32-3), § 490-28A-014, filed 1/16/79.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.

**Chapter 490-29
VOCATIONAL EDUCATION PERSONNEL TRAINING**

- 490-29-001 Vocational education personnel training. [Statutory Authority: RCW 28C.04.060. 79-02-019 (Order 79-1, Resolution No. 78-32-3), § 490-29-001, filed 1/16/79.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.
- 490-29-002 Responsibility for vocational education personnel training. [Statutory Authority: RCW 28C.04.060. 79-02-019 (Order 79-1, Resolution No. 78-32-3), § 490-29-002, filed 1/16/79.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.

Chapter 490-30**STATE PLAN ADOPTED PURSUANT TO FEDERAL LAW**

- [Sections 1 through 26, 6/27/69.] Repealed by Order 72-3, filed 4/24/72.

Chapter 490-31**APPRENTICESHIP PROGRAMS**

- 490-31-001 Apprenticeship programs. [Statutory Authority: RCW 28C.04.060. 79-02-019 (Order 79-1, Resolution No. 78-32-3), § 490-31-001, filed 1/16/79.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.
- 490-31-010 Vocational related instruction for apprentices. [Statutory Authority: RCW 28C.04.060. 79-02-019 (Order 79-1, Resolution No. 78-32-3), § 490-31-010, filed 1/16/79.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.

Chapter 490-32**DEFINITIONS FOR TERMS COMMONLY USED IN
VOCATIONAL EDUCATION ACTIVITIES**

- 490-32-010 Definitions for terms commonly used in vocational education activities. [Orders 72-3 and 72-4, § 490-32-010, filed 4/24/72.] Repealed by Order 75-4, filed 2/18/76. Later promulgation, see WAC 490-32A-010.

Chapter 490-32A**DEFINITIONS FOR TERMS COMMONLY USED IN
VOCATIONAL EDUCATION ACTIVITIES**

- 490-32A-001 Definitions for terms commonly used in vocational education activities. [Statutory Authority: RCW 28C.04.060. 79-02-019 (Order 79-1, Resolution No. 78-32-3), § 490-32A-001, filed 1/16/79.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.
- 490-32A-010 Definitions for terms. [Statutory Authority: RCW 28C.04.060. 79-02-019 (Order 79-1, Resolution No. 78-32-3), § 490-32A-010, filed 1/16/79; Order 75-3, § 490-32A-010, filed 12/18/75. Formerly WAC 490-32-010.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.

**Chapter 490-33
CO-OP EDUCATION**

- 490-33-001 Cooperative education. [Statutory Authority: RCW 28C.04.060. 79-02-019 (Order 79-1, Resolution No. 78-32-3), § 490-33-001, filed 1/16/79.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.
- 490-33-010 Assurances. [Statutory Authority: RCW 28C.04.060. 79-02-019 (Order 79-1, Resolution No. 78-32-3), § 490-33-010, filed 1/16/79.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.

**Chapter 490-34
PROGRAM EVALUATION AND COMPLIANCE AUDITING**

- 490-34-001 Program evaluation and compliance auditing. [Statutory Authority: RCW 28C.04.060. 79-02-019 (Order 79-1, Resolution No. 78-32-3), § 490-34-001, filed 1/16/79.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.
- 490-34-010 Evaluation schedule. [Statutory Authority: RCW 28C.04.060. 79-02-019 (Order 79-1, Resolution No. 78-32-3), § 490-34-010, filed 1/16/79.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.
- 490-34-020 Compliance audit. [Statutory Authority: RCW 28C.04.060. 79-02-019 (Order 79-1, Resolution No. 78-32-3), § 490-34-020, filed 1/16/79.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.

**Chapter 490-36
CONDITIONS FOR APPROVAL OF LOCAL EDUCATIONAL
AGENCY PROGRAMS**

- 490-36-010 Requirement for conformance to standards. [Orders 72-3 and 72-4, § 490-36-010, filed 4/24/72.] Repealed by Order 75-4, filed 2/18/76. Later promulgation, see WAC 490-36A-010.
- 490-36-020 Advisory committees. [Orders 72-3 and 72-4, § 490-36-020, filed 4/24/72.] Repealed by Order 75-4, filed 2/18/76. Later promulgation, see WAC 490-36A-020.

**Chapter 490-36A
CONDITIONS FOR APPROVAL OF LOCAL EDUCATIONAL
AGENCY PROGRAMS**

- 490-36A-001 Advisory councils and committees. [Statutory Authority: RCW 28C.04.060. 79-02-019 (Order 79-1, Resolution No. 78-32-3), § 490-36A-001, filed 1/16/79.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.
- 490-36A-010 Requirement for conformance to standards. [Order 75-3, § 490-36A-010, filed 12/18/75. Formerly WAC 490-36-010.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.
- 490-36A-020 Local advisory councils. [Statutory Authority: RCW 28C.04.060. 79-02-019 (Order 79-1, Resolution No. 78-32-3), § 490-36A-020, filed 1/16/79; Order 75-3, § 490-36A-020, filed 12/18/75. Formerly WAC 490-36-020.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.
- 490-36A-030 Local program/craft advisory committees. [Statutory Authority: RCW 28C.04.060. 81-09-073 (Order 81-2, Resolution No. 81-45-6), § 490-36A-030, filed 4/22/81; 79-02-019 (Order 79-1, Resolution No. 78-32-3), § 490-36A-030, filed 1/16/79.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.
- 490-36A-040 Local annual applications. [Statutory Authority: RCW 28C.04.060. 83-10-003 (Order 83-1, Resolution No. 82-54-12/3), § 490-36A-040, filed 4/21/83.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.

**Chapter 490-37
ADJUDICATION AND REVIEW RULES AND PROCEDURES**

- 490-37-010 Purpose. [Order 76-1, § 490-37-010, filed 7/1/76.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.
- 490-37-020 Scope. [Order 76-1, § 490-37-020, filed 7/1/76.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.
- 490-37-030 Standing. [Order 76-1, § 490-37-030, filed 7/1/76.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.

- 490-37-031 Questions involving programs beyond districts—Conditions precedent. [Order 77-3, § 490-37-031, filed 11/29/77.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.
- 490-37-032 Decisions on new or expanded programs—Factors to be considered. [Order 77-3, § 490-37-032, filed 11/29/77.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.
- 490-37-040 Program standards issues. [Order 76-1, § 490-37-040, filed 7/1/76.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.
- 490-37-050 Definitions. [Order 76-1, § 490-37-050, filed 7/1/76.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.
- 490-37-060 Responsibilities and conditions. [Order 76-1, § 490-37-060, filed 7/1/76.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.
- 490-37-070 Notice of dispute—Prehearing procedures. [Order 76-1, § 490-37-070, filed 7/1/76.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.
- 490-37-080 Review inquiry—Prehearing procedures. [Order 76-1, § 490-37-080, filed 7/1/76.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.
- 490-37-090 Hearing officer selection. [Order 76-1, § 490-37-090, filed 7/1/76.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.
- 490-37-100 General provisions governing hearings. [Order 76-1, § 490-37-100, filed 7/1/76.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.
- 490-37-110 Special review inquiry. [Order 76-1, § 490-37-110, filed 7/1/76.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.
- 490-37-120 Decision-making process. [Order 76-1, § 490-37-120, filed 7/1/76.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.
- 490-37-130 Decision-making criteria. [Order 76-1, § 490-37-130, filed 7/1/76.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.
- 490-37-140 Compliance auditing. [Order 76-1, § 490-37-140, filed 7/1/76.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.

**Chapter 490-38
SERVICE AREAS OF THE VOCATIONAL-TECHNICAL
INSTITUTES AND OUTSIDE PROGRAMS**

- 490-38-010 Purpose. [Order 77-1, § 490-38-010, filed 9/28/77.] Repealed by 80-05-062 (Order 80-1, Resolution No. 80-40-4), filed 4/22/80. Statutory Authority: Chapter 28C.04 RCW.
- 490-38-020 Authority. [Order 77-1, § 490-38-020, filed 9/28/77.] Repealed by 80-05-062 (Order 80-1, Resolution No. 80-40-4), filed 4/22/80. Statutory Authority: Chapter 28C.04 RCW.
- 490-38-030 Definitions. [Statutory Authority: RCW 28C.04.020(6) and 28C.04.150. 78-02-058 (Order 78-1), § 490-38-030, filed 1/20/78; Order 77-1, § 490-38-030, filed 9/28/77.] Repealed by 80-05-062 (Order 80-1, Resolution No. 80-40-4), filed 4/22/80. Statutory Authority: Chapter 28C.04 RCW.
- 490-38-040 Vocational-technical institute service areas defined. [Order 77-1, § 490-38-040, filed 9/28/77.] Repealed by 80-05-062 (Order 80-1, Resolution No. 80-40-4), filed 4/22/80. Statutory Authority: Chapter 28C.04 RCW.
- 490-38-050 Operation of programs beyond district boundaries. [Order 77-2, § 490-38-050, filed 11/29/77; Order 77-1, § 490-38-050, filed 9/28/77.] Repealed by 80-05-062 (Order 80-1, Resolution No. 80-40-4), filed 4/22/80. Statutory Authority: Chapter 28C.04 RCW.
- 490-38-051 Ongoing courses—Authority to complete. [Order 77-1, § 490-38-051, filed 9/28/77.] Repealed by 80-05-062 (Order 80-1, Resolution No. 80-40-4), filed 4/22/80. Statutory Authority: Chapter 28C.04 RCW.
- 490-38-060 Operation of vocational education programs outside of districts—Authorized by the commission. [Order 77-2, § 490-38-060, filed 11/29/77; Order 77-1, § 490-38-060, filed 9/28/77.] Repealed by 80-05-062 (Order 80-1,

- Resolution No. 80-40-4), filed 4/22/80. Statutory Authority: Chapter 28C.04 RCW.
- 490-38-070 Notice of intent—Content—Form. [Order 77-1, § 490-38-070, filed 9/28/77.] Repealed by 80-05-062 (Order 80-1, Resolution No. 80-40-4), filed 4/22/80. Statutory Authority: Chapter 28C.04 RCW.
- 490-38-080 Program approval—Factors to be considered. [Order 77-1, § 490-38-080, filed 9/28/77.] Repealed by 80-05-062 (Order 80-1, Resolution No. 80-40-4), filed 4/22/80. Statutory Authority: Chapter 28C.04 RCW.
- 490-38-090 Purpose. [Statutory Authority: Chapter 28C.04 RCW. 80-05-062 (Order 80-1, Resolution No. 80-40-4), § 490-38-090, filed 4/22/80.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.
- 490-38-100 Authority. [Statutory Authority: Chapter 28C.04 RCW. 80-05-062 (Order 80-1, Resolution No. 80-40-4), § 490-38-100, filed 4/22/80.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.
- 490-38-110 Definitions. [Statutory Authority: Chapter 28C.04 RCW. 80-05-062 (Order 80-1, Resolution No. 80-40-4), § 490-38-110, filed 4/22/80.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.
- 490-38-120 Vocational-technical institute service areas defined. [Statutory Authority: Chapter 28C.04 RCW. 80-05-062 (Order 80-1, Resolution No. 80-40-4), § 490-38-120, filed 4/22/80.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.
- 490-38-130 Operation of programs beyond district boundaries. [Statutory Authority: Chapter 28C.04 RCW. 80-05-062 (Order 80-1, Resolution No. 80-40-4), § 490-38-130, filed 4/22/80.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.
- 490-38-131 Ongoing courses—Authority to complete. [Statutory Authority: Chapter 28C.04 RCW. 80-05-062 (Order 80-1, Resolution No. 80-40-4), § 490-38-131, filed 4/22/80.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.
- 490-38-140 Operation of vocational education programs outside of districts—Authorized by the commission. [Statutory Authority: Chapter 28C.04 RCW. 80-05-062 (Order 80-1, Resolution No. 80-40-4), § 490-38-140, filed 4/22/80.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.
- 490-38-150 Notice of intent—Content—Form. [Statutory Authority: Chapter 28C.04 RCW. 80-05-062 (Order 80-1, Resolution No. 80-40-4), § 490-38-150, filed 4/22/80.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.
- 490-38-160 Program approval—Factors to be considered. [Statutory Authority: Chapter 28C.04 RCW. 80-05-062 (Order 80-1, Resolution No. 80-40-4), § 490-38-160, filed 4/22/80.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.
- Chapter 490-40**
PROCEDURES FOR VOCATIONAL EDUCATION PROGRAM DEVELOPMENT AND SERVICES UNDER CONTRACTS AND AGREEMENTS
- 490-40-010 Vocational education program development contracts and agreements. [Orders 72-3 and 72-4, § 490-40-010, filed 4/24/72.] Repealed by Order 75-4, filed 2/18/76. Later promulgation, see WAC 490-40A-010.
- 490-40-020 Agreements with other state agencies. [Orders 72-3 and 72-4, § 490-40-020, filed 4/24/72.] Repealed by Order 75-4, filed 2/18/76. Later promulgation, see WAC 490-40A-020.
- 490-40-030 Programs, services and activities undertaken by local educational agencies. [Order 73-1, § 490-40-030, filed 11/1/73; Orders 72-3 and 72-4, § 490-40-030, filed 4/24/72.] Repealed by Order 75-4, filed 2/18/76. Later promulgation, see WAC 490-40A-030.
- 490-40-040 Agreements regarding handicapped and disadvantaged persons. [Orders 72-3 and 72-4, § 490-40-040, filed 4/24/72.] Repealed by Order 75-4, filed 2/18/76. Later promulgation, see WAC 490-40A-040.
- 490-40-050 Economically depressed areas of high unemployment areas. [Orders 72-3 and 72-4, § 490-40-050, filed 4/24/72.] Repealed by Order 75-4, filed 2/18/76. Later promulgation, see WAC 490-40A-050.
- 490-40-060 Areas of high youth unemployment or school dropouts. [Order 73-1, § 490-40-060, filed 11/1/73; Orders 72-3 and 72-4, § 490-40-060, filed 4/24/72.] Repealed by Order 75-4, filed 2/18/76. Later promulgation, see WAC 490-40A-060.
- 490-40-070 Agreements with private post-secondary vocational training institutions. [Order 73-1, § 490-40-070, filed 11/1/73; Orders 72-3 and 72-4, § 490-40-070, filed 4/24/72.] Repealed by Order 75-4, filed 2/18/76. Later promulgation, see WAC 490-40A-070.
- 490-40-080 Programs, services and activities undertaken by the coordinating council for occupational education. [Order 73-1, § 490-40-080, filed 11/1/73; Orders 72-3 and 72-4, § 490-40-080, filed 4/24/72.] Repealed by Order 75-4, filed 2/18/76. Later promulgation, see WAC 490-40A-080.
- 490-40-090 Agreements with the department of employment security, state of Washington. [Order 73-1, § 490-40-090, filed 11/1/73; Orders 72-3 and 72-4, § 490-40-090, filed 4/24/72.] Repealed by Order 75-4, filed 2/18/76. Later promulgation, see WAC 490-40A-090.
- 490-40-100 Agreements with other states. [Order 73-1, § 490-40-100, filed 11/1/73; Orders 72-3 and 72-4, § 490-40-100, filed 4/24/72.] Repealed by Order 75-4, filed 2/18/76. Later promulgation, see WAC 490-40A-100.
- 490-40-110 Compliance with federal reporting requirements. [Orders 72-3 and 72-4, § 490-40-110, filed 4/24/72.] Repealed by Order 75-4, filed 2/18/76. Later promulgation, see WAC 490-40A-110.
- Chapter 490-40A**
PROCEDURES FOR VOCATIONAL EDUCATION PROGRAM DEVELOPMENT AND SERVICES UNDER CONTRACTS AND AGREEMENTS
- 490-40A-010 Vocational education contracts and agreements. [Statutory Authority: RCW 28C.04.060. 79-02-019 (Order 79-1, Resolution No. 78-32-3), § 490-40A-010, filed 1/16/79; Order 75-3, § 490-40A-010, filed 12/18/75. Formerly WAC 490-40-010.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.
- 490-40A-020 Agreements with other state agencies. [Statutory Authority: RCW 28C.04.060. 79-02-019 (Order 79-1, Resolution No. 78-32-3), § 490-40A-020, filed 1/16/79; Order 75-3, § 490-40A-020, filed 12/18/75. Formerly WAC 490-40-020.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.
- 490-40A-030 Programs, services and activities undertaken by local educational agencies. [Order 75-3, § 490-40A-030, filed 12/18/75. Formerly WAC 490-40-030.] Repealed by 79-02-019 (Order 79-1, Resolution No. 78-32-3), filed 1/16/79. Statutory Authority: RCW 28C.04.060.
- 490-40A-040 Agreements regarding handicapped and disadvantaged persons. [Statutory Authority: RCW 28C.04.060. 79-02-019 (Order 79-1, Resolution No. 78-32-3), § 490-40A-040, filed 1/16/79; Order 75-3, § 490-40A-040, filed 12/18/75. Formerly WAC 490-40-040.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.
- 490-40A-050 Economically depressed areas or high unemployment areas. [Order 75-3, § 490-40A-050, filed 12/18/75. Formerly WAC 490-40-050.] Repealed by 79-02-019 (Order 79-1, Resolution No. 78-32-3), filed 1/16/79. Statutory Authority: RCW 28C.04.060.
- 490-40A-060 Areas of high youth unemployment or school dropouts. [Order 75-3, § 490-40A-060, filed 12/18/75. Formerly WAC 490-40-060.] Repealed by 79-02-019 (Order 79-1, Resolution No. 78-32-3), filed 1/16/79. Statutory Authority: RCW 28C.04.060.
- 490-40A-070 Agreements with private postsecondary vocational training institutions. [Order 75-3, § 490-40A-070, filed 12/18/75. Formerly WAC 490-40-070.] Repealed by 79-02-019 (Order 79-1, Resolution No. 78-32-3), filed 1/16/79. Statutory Authority: RCW 28C.04.060.

- 490-40A-080 Programs, services and activities undertaken by the Commission for Vocational Education. [Order 75-3, § 490-40A-080, filed 12/18/75. Formerly WAC 490-40-080.] Repealed by 79-02-019 (Order 79-1, Resolution No. 78-32-3), filed 1/16/79. Statutory Authority: RCW 28C.04.060.
- 490-40A-090 Agreements with the department of employment security, state of Washington. [Order 75-3, § 490-40A-090, filed 12/18/75. Formerly WAC 490-40-090.] Repealed by 79-02-019 (Order 79-1, Resolution No. 78-32-3), filed 1/16/79. Statutory Authority: RCW 28C.04.060.
- 490-40A-100 Agreements with other states. [Order 75-3, § 490-40A-100, filed 12/18/75. Formerly WAC 490-40-100.] Repealed by 79-02-019 (Order 79-1, Resolution No. 78-32-3), filed 1/16/79. Statutory Authority: RCW 28C.04.060.
- 490-40A-110 Compliance with federal reporting requirements. [Order 75-3, § 490-40A-110, filed 12/18/75. Formerly WAC 490-40-110.] Repealed by 79-02-019 (Order 79-1, Resolution No. 78-32-3), filed 1/16/79. Statutory Authority: RCW 28C.04.060.

Chapter 490-44
ALLOCATION OF FUNDS

- 490-44-010 Allocation of funds among educational agencies. [Orders 72-3 and 72-4, § 490-44-010, filed 4/24/72.] Repealed by Order 75-4, filed 2/18/76. Later promulgation, see WAC 490-44A-010.
- 490-44-020 Allocation of funds to local educational agencies for programs, services and activities—Content of local applications. [Order 73-1, § 490-44-020, filed 11/1/73; Orders 72-3 and 72-4, § 490-44-020, filed 4/24/72.] Repealed by Order 75-4, filed 2/18/76. Later promulgation, see WAC 490-44A-020.
- 490-44-030 Construction requirements. [Orders 72-3 and 72-4, § 490-44-030, filed 4/24/72.] Repealed by Order 75-4, filed 2/18/76. Later promulgation, see WAC 490-44A-030.
- 490-44-040 Procedures for processing local applications for construction. [Order 73-1, § 490-44-040, filed 11/1/73; Orders 72-3 and 72-4, § 490-44-040, filed 4/24/72.] Repealed by Order 75-4, filed 2/18/76. Later promulgation, see WAC 490-44A-040.
- 490-44-050 Maintenance of effort. [Orders 72-3 and 72-4, § 490-44-050, filed 4/24/72.] Repealed by Order 75-4, filed 2/18/76. Later promulgation, see WAC 490-44A-050.
- 490-44-060 Overall state matching. [Orders 72-3 and 72-4, § 490-44-060, filed 4/24/72.] Repealed by Order 75-4, filed 2/18/76. Later promulgation, see WAC 490-44A-060.
- 490-44-070 Reasonable tax effort. [Orders 72-3 and 72-4, § 490-44-070, filed 4/24/72.] Repealed by Order 75-4, filed 2/18/76. Later promulgation, see WAC 490-44A-070.
- 490-44-080 Criteria for determining relative priority of local applications. [Order 73-1, § 490-44-080, filed 11/1/73; Orders 72-3 and 72-4, § 490-44-080, filed 4/24/72.] Repealed by Order 75-4, filed 2/18/76. Later promulgation, see WAC 390-44A-080.

Chapter 490-44A
ALLOCATION OF FUNDS

- 490-44A-010 Allocation of funds among educational agencies. [Order 75-3, § 490-44A-010, filed 12/18/75. Formerly WAC 490-44-010.] Repealed by 79-02-019 (Order 79-1, Resolution No. 78-32-3), filed 1/16/79. Statutory Authority: RCW 28C.04.060.
- 490-44A-020 Allocation of funds to local educational agencies for programs, services and activities—Content of local applications. [Order 75-3, § 490-44A-020, filed 12/18/75. Formerly WAC 490-44-020.] Repealed by 79-02-019 (Order 79-1, Resolution No. 78-32-3), filed 1/16/79. Statutory Authority: RCW 28C.04.060.
- 490-44A-030 Construction requirements. [Order 75-3, § 490-44A-030, filed 12/18/75. Formerly WAC 490-44-030.] Repealed by 79-02-019 (Order 79-1, Resolution No. 78-32-3), filed 1/16/79. Statutory Authority: RCW 28C.04.060.

- 490-44A-040 Procedures for processing local applications for construction. [Order 75-3, § 490-44A-040, filed 12/18/75. Formerly WAC 490-44-040.] Repealed by 79-02-019 (Order 79-1, Resolution No. 78-32-3), filed 1/16/79. Statutory Authority: RCW 28C.04.060.
- 490-44A-050 Maintenance of effort. [Order 75-3, § 490-44A-050, filed 12/18/75. Formerly WAC 490-44-050.] Repealed by 79-02-019 (Order 79-1, Resolution No. 78-32-3), filed 1/16/79. Statutory Authority: RCW 28C.04.060.
- 490-44A-060 Overall state matching. [Order 75-3, § 490-44A-060, filed 12/18/75. Formerly WAC 490-44-060.] Repealed by 79-02-019 (Order 79-1, Resolution No. 78-32-3), filed 1/16/79. Statutory Authority: RCW 28C.04.060.
- 490-44A-070 Reasonable tax effort. [Order 75-3, § 490-44A-070, filed 12/18/75. Formerly WAC 490-44-070.] Repealed by 79-02-019 (Order 79-1, Resolution No. 78-32-3), filed 1/16/79. Statutory Authority: RCW 28C.04.060.
- 490-44A-080 Criteria for determining relative priority of local applications. [Order 75-3, § 490-44A-080, filed 12/18/75. Formerly WAC 490-44-080.] Repealed by 79-02-019 (Order 79-1, Resolution No. 78-32-3), filed 1/16/79. Statutory Authority: RCW 28C.04.060.

Chapter 490-48
VOCATIONAL YOUTH ORGANIZATIONS

- 490-48-010 Vocational student organizations. [Order 73-1, § 490-48-010, filed 11/1/73; Orders 72-3 and 72-4, § 490-48-010, filed 4/24/72.] Repealed by Order 75-4, filed 2/18/76. Later promulgation, see WAC 490-48A-010.

Chapter 490-48A
VOCATIONAL YOUTH ORGANIZATIONS

- 490-48A-010 Vocational student organizations. [Statutory Authority: RCW 28C.04.060. 79-02-019 (Order 79-1, Resolution No. 78-32-3), § 490-48A-010, filed 1/16/79; Order 75-3, § 490-48A-010, filed 12/18/75. Formerly WAC 490-48-010.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.

Chapter 490-52
EVALUATION AND RESEARCH

- 490-52-010 State research coordinating unit. [Order 73-1, § 490-52-010, filed 11/1/73; Orders 72-3 and 72-4, § 490-52-010, filed 4/24/72.] Repealed by Order 75-4, filed 2/18/76. Later promulgation, see WAC 490-52A-010.
- 490-52-020 Effective use of results of program and experience. [Orders 72-3 and 72-4, § 490-52-020, filed 4/24/72.] Repealed by Order 75-4, filed 2/18/76. Later promulgation, see WAC 490-52A-020.
- 490-52-030 Research grant application procedures. [Orders 72-3 and 72-4, § 490-52-030, filed 4/24/72.] Repealed by Order 75-4, filed 2/18/76. Later promulgation, see WAC 490-52A-030.

Chapter 490-52A
EVALUATION AND RESEARCH

- 490-52A-010 State research coordinating unit. [Order 75-3, § 490-52A-010, filed 12/18/75. Formerly WAC 490-52-010.] Repealed by 79-02-019 (Order 79-1, Resolution No. 78-32-3), filed 1/16/79. Statutory Authority: RCW 28C.04.060.
- 490-52A-020 Effective use of results of program and experience. [Order 75-3, § 490-52A-020, filed 12/18/75. Formerly WAC 490-52-020.] Repealed by 79-02-019 (Order 79-1, Resolution No. 78-32-3), filed 1/16/79. Statutory Authority: RCW 28C.04.060.
- 490-52A-030 Research grant application procedures. [Order 75-3, § 490-52A-030, filed 12/18/75. Formerly WAC 490-52-030.] Repealed by 79-02-019 (Order 79-1, Resolution No. 78-32-3), filed 1/16/79. Statutory Authority: RCW 28C.04.060.

Chapter 490-53
PROGRAM IMPROVEMENT

- 490-53-001 Program improvement. [Statutory Authority: RCW 28C.04.060. 79-02-019 (Order 79-1, Resolution No. 78-32-3), § 490-53-001, filed 1/16/79.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.
- 490-53-010 Research coordinating unit. [Statutory Authority: RCW 28C.04.060. 79-02-019 (Order 79-1, Resolution No. 78-32-3), § 490-53-010, filed 1/16/79.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.

Chapter 490-56
EXEMPLARY PROGRAMS AND PROJECTS

- 490-56-010 Federal funding of state plan. [Orders 72-3 and 72-4, § 490-56-010, filed 4/24/72.] Repealed by Order 75-4, filed 2/18/76. Later promulgation, see WAC 490-56A-010.
- 490-56-020 Application procedures. [Orders 72-3 and 72-4, § 490-56-020, filed 4/24/72.] Repealed by Order 75-4, filed 2/18/76. Later promulgation, see WAC 490-56A-020.
- 490-56-030 Program or project requirements. [Orders 72-3 and 72-4, § 490-56-030, filed 4/24/72.] Repealed by Order 75-4, filed 2/18/76. Later promulgation, see WAC 490-56A-030.

Chapter 490-56A
EXEMPLARY PROGRAMS AND PROJECTS

- 490-56A-010 Federal funding of state plan. [Order 75-3, § 490-56A-010, filed 12/18/75. Formerly WAC 490-56-010.] Repealed by 79-02-019 (Order 79-1, Resolution No. 78-32-3), filed 1/16/79. Statutory Authority: RCW 28C.04.060.
- 490-56A-020 Application procedures. [Order 75-3, § 490-56A-020, filed 12/18/75. Formerly WAC 490-56-020.] Repealed by 79-02-019 (Order 79-1, Resolution No. 78-32-3), filed 1/16/79. Statutory Authority: RCW 28C.04.060.
- 490-56A-030 Program or project requirements. [Order 75-3, § 490-56A-030, filed 12/18/75. Formerly WAC 490-56-030.] Repealed by 79-02-019 (Order 79-1, Resolution No. 78-32-3), filed 1/16/79. Statutory Authority: RCW 28C.04.060.

Chapter 490-60
HOME AND FAMILY LIFE EDUCATION

- 490-60-010 Consumer and homemaking education. [Orders 72-3 and 72-4, § 490-60-010, filed 4/24/72.] Repealed by Order 75-4, filed 2/18/76. Later promulgation, see WAC 490-60A-010.
- 490-60-020 Establishing and operating programs. [Order 74-2, § 490-60-020, filed 9/18/74; Order 73-1, § 490-60-020 (part), filed 11/1/73; Orders 72-3 and 72-4, § 490-60-020, filed 4/24/72.] Repealed by Order 75-4, filed 2/18/76. Later promulgation, see WAC 490-60A-020.

Chapter 490-60A
HOME AND FAMILY LIFE EDUCATION

- 490-60A-010 Consumer and homemaking education. [Statutory Authority: RCW 28C.04.060. 79-02-019 (Order 79-1, Resolution No. 78-32-3), § 490-60A-010, filed 1/16/79; Order 75-3, § 490-60A-010, filed 12/18/75. Formerly WAC 490-60-010.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.
- 490-60A-020 Establishing and operating programs. [Order 75-3, § 490-60A-020, filed 12/18/75. Formerly WAC 490-60-020.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.

Chapter 490-64
COOPERATIVE VOCATIONAL EDUCATION PROGRAMS

- 490-64-010 Cooperative vocational education programs. [Orders 72-3 and 72-4, § 490-64-010, filed 4/24/72.] Repealed by Order 75-4, filed 2/18/76. Later promulgation, see WAC 490-64A-010.
- 490-64-020 Procedures for approval of cooperative vocational education programs. [Order 73-1, § 490-64-020, filed 11/1/73;

Orders 72-3 and 72-4, § 490-64-020, filed 4/24/72.] Repealed by Order 75-4, filed 2/18/76. Later promulgation, see WAC 490-64A-020.

490-64-030 Additional costs. [Order 73-1, § 490-64-030, filed 11/1/73; Orders 72-3 and 72-4, § 490-64-030, filed 4/24/72.] Repealed by Order 75-4, filed 2/18/76. Later promulgation, see WAC 490-64A-030.

490-64-040 Participation of students in nonprofit private schools. [Order 73-1, § 490-64-040, filed 11/1/73; Orders 72-3 and 72-4, § 490-64-040, filed 4/24/72.] Repealed by Order 75-4, filed 2/18/76. Later promulgation, see WAC 490-64A-040.

490-64-050 Noncommingling of funds. [Order 73-1, § 490-64-050, filed 11/1/73; Orders 72-3 and 72-4, § 490-64-050, filed 4/24/72.] Repealed by Order 75-4, filed 2/18/76. Later promulgation, see WAC 490-64A-050.

490-64-060 Local evaluation and follow-up procedures. [Order 73-1, § 490-64-060, filed 11/1/73; Orders 72-3 and 72-4, § 490-64-060, filed 4/24/72.] Repealed by Order 75-4, filed 2/18/76. Later promulgation, see WAC 490-64A-060.

490-64-070 Ancillary services and activities. [Order 73-1, § 490-64-070, filed 11/1/73; Orders 72-3 and 72-4, § 490-64-070, filed 4/24/72.] Repealed by Order 75-4, filed 2/18/76. Later promulgation, see WAC 490-64A-070.

Chapter 490-64A
COOPERATIVE VOCATIONAL EDUCATION PROGRAMS

490-64A-010 Cooperative vocational education programs. [Order 75-3, § 490-64A-010, filed 12/18/75. Formerly WAC 490-64-010.] Repealed by 79-02-019 (Order 79-1, Resolution No. 78-32-3), filed 1/16/79. Statutory Authority: RCW 28C.04.060.

490-64A-020 Procedures for approval of cooperative vocational education programs. [Order 75-3, § 490-64A-020, filed 12/18/75. Formerly WAC 490-64-020.] Repealed by 79-02-019 (Order 79-1, Resolution No. 78-32-3), filed 1/16/79. Statutory Authority: RCW 28C.04.060.

490-64A-030 Additional costs. [Order 75-3, § 490-64A-030, filed 12/18/75. Formerly WAC 490-64-030.] Repealed by 79-02-019 (Order 79-1, Resolution No. 78-32-3), filed 1/16/79. Statutory Authority: RCW 28C.04.060.

490-64A-040 Participation of students in nonprofit private schools. [Order 75-3, § 490-64A-040, filed 12/18/75. Formerly WAC 490-64-040.] Repealed by 79-02-019 (Order 79-1, Resolution No. 78-32-3), filed 1/16/79. Statutory Authority: RCW 28C.04.060.

490-64A-050 Noncommingling of funds. [Order 75-3, § 490-64A-050, filed 12/18/75. Formerly WAC 490-64-050.] Repealed by 79-02-019 (Order 79-1, Resolution No. 78-32-3), filed 1/16/79. Statutory Authority: RCW 28C.04.060.

490-64A-060 Local evaluation and follow-up procedures. [Order 75-3, § 490-64A-060, filed 12/18/75. Formerly WAC 490-64-060.] Repealed by 79-02-019 (Order 79-1, Resolution No. 78-32-3), filed 1/16/79. Statutory Authority: RCW 28C.04.060.

490-64A-070 Ancillary services and activities. [Order 75-3, § 490-64A-070, filed 12/18/75. Formerly WAC 490-64-070.] Repealed by 79-02-019 (Order 79-1, Resolution No. 78-32-3), filed 1/16/79. Statutory Authority: RCW 28C.04.060.

Chapter 490-68
WORK-STUDY PROGRAMS

490-68-010 Work-study programs. [Order 73-1, § 490-68-010, filed 11/1/73; Orders 72-3 and 72-4, § 490-68-010, filed 4/24/72.] Repealed by Order 75-4, filed 2/18/76. Later promulgation, see WAC 490-68A-010.

490-68-020 Approval of work-study programs. [Order 73-1, § 490-68-020, filed 11/1/73; Orders 72-3 and 72-4, § 490-68-020, filed 4/24/72.] Repealed by Order 75-4, filed 2/18/76. Later promulgation, see WAC 490-68A-020.

490-68-030 Requirements for work-study program. [Order 73-1, § 490-68-030, filed 11/1/73; Orders 72-3 and 72-4, § 490-

68-030, filed 4/24/72.] Repealed by Order 75-4, filed 2/18/76. Later promulgation, see WAC 490-68A-030.
 490-68-040 Use of funds for state plan development and administration. [Order 73-1, § 490-68-040, filed 11/1/73; Orders 72-3 and 72-4, § 490-68-040, filed 4/24/72.] Repealed by Order 75-4, filed 2/18/76. Later promulgation, see WAC 490-68A-040.

**Chapter 490-68A
 WORK-STUDY PROGRAMS**

490-68A-010 Work-study programs. [Order 75-3, § 490-68A-010, filed 12/18/75. Formerly WAC 490-68-010.] Repealed by 79-02-019 (Order 79-1, Resolution No. 78-32-3), filed 1/16/79. Statutory Authority: RCW 28C.04.060.
 490-68A-020 Approval of work-study programs. [Order 75-3, § 490-68A-020, filed 12/18/75. Formerly WAC 490-68-020.] Repealed by 79-02-019 (Order 79-1, Resolution No. 78-32-3), filed 1/16/79. Statutory Authority: RCW 28C.04.060.
 490-68A-030 Requirements for work-study program. [Order 75-3, § 490-68A-030, filed 12/18/75. Formerly WAC 490-68-030.] Repealed by 79-02-019 (Order 79-1, Resolution No. 78-32-3), filed 1/16/79. Statutory Authority: RCW 28C.04.060.
 490-68A-040 Use of funds for state plan development and administration. [Order 75-3, § 490-68A-040, filed 12/18/75. Formerly WAC 490-68-040.] Repealed by 79-02-019 (Order 79-1, Resolution No. 78-32-3), filed 1/16/79. Statutory Authority: RCW 28C.04.060.

**Chapter 490-72
 RESIDENTIAL VOCATIONAL EDUCATION SCHOOLS**

490-72-010 Residential vocational education schools. [Orders 72-3 and 72-4, § 490-72-010, filed 4/24/72.] Repealed by Order 75-4, filed 2/18/76. Later promulgation, see WAC 490-72A-010.
 490-72-020 Procedures for establishing residential facilities. [Orders 72-3 and 72-4, § 490-72-020, filed 4/24/72.] Repealed by Order 75-4, filed 2/18/76. Later promulgation, see WAC 490-72A-020.
 490-72-030 Requirements for construction and operation. [Orders 72-3 and 72-4, § 490-72-030, filed 4/24/72.] Repealed by Order 75-4, filed 2/18/76. Later promulgation, see WAC 490-72A-030.
 490-72-040 Notification to commissioner. [Orders 72-3 and 72-4, § 490-72-040, filed 4/24/72.] Repealed by Order 75-4, filed 2/18/76. Later promulgation, see WAC 490-72A-040.

**Chapter 490-72A
 RESIDENTIAL VOCATIONAL EDUCATION SCHOOLS**

490-72A-010 Residential vocational education schools. [Order 75-3, § 490-72A-010, filed 12/18/75. Formerly WAC 490-72-010.] Repealed by 79-02-019 (Order 79-1, Resolution No. 78-32-3), filed 1/16/79. Statutory Authority: RCW 28C.04.060.
 490-72A-020 Procedures for establishing residential facilities. [Order 75-3, § 490-72A-020, filed 12/18/75. Formerly WAC 490-72-020.] Repealed by 79-02-019 (Order 79-1, Resolution No. 78-32-3), filed 1/16/79. Statutory Authority: RCW 28C.04.060.
 490-72A-030 Requirements for construction and operation. [Order 75-3, § 490-72A-030, filed 12/18/75. Formerly WAC 490-72-030.] Repealed by 79-02-019 (Order 79-1, Resolution No. 78-32-3), filed 1/16/79. Statutory Authority: RCW 28C.04.060.
 490-72A-040 Notification to commissioner. [Order 75-3, § 490-72A-040, filed 12/18/75. Formerly WAC 490-72-040.] Repealed by 79-02-019 (Order 79-1, Resolution No. 78-32-3), filed 1/16/79. Statutory Authority: RCW 28C.04.060.

Chapter 490-76

FISCAL CONTROL AND FUND ACCOUNTING PROCEDURES

490-76-010 Custody of federal funds. [Orders 72-3 and 72-4, § 490-76-010, filed 4/24/72.] Repealed by Order 75-4, filed 2/18/76. Later promulgation, see WAC 490-76A-010.
 490-76-020 Expenditure of federal funds. [Orders 72-3 and 72-4, § 490-76-020, filed 4/24/72.] Repealed by Order 75-4, filed 2/18/76. Later promulgation, see WAC 490-76A-020.
 490-76-030 Allotment availability. [Orders 72-3 and 72-4, § 490-76-030, filed 4/24/72.] Repealed by Order 75-4, filed 2/18/76. Later promulgation, see WAC 490-76A-030.
 490-76-040 Programs and services. [Order 73-1, § 490-76-040, filed 11/1/73; Orders 72-3 and 72-4, § 490-76-040, filed 4/24/72.] Repealed by Order 75-4, filed 2/18/76. Later promulgation, see WAC 490-76A-040.
 490-76-050 Construction costs contracts. [Orders 72-3 and 72-4, § 490-76-050, filed 4/24/72.] Repealed by Order 75-4, filed 2/18/76. Later promulgation, see WAC 490-76A-050.
 490-76-060 Fiscal records. [Order 73-1, § 490-76-060, filed 11/1/73; Orders 72-3 and 72-4, § 490-76-060, filed 4/24/72.] Repealed by Order 75-4, filed 2/18/76. Later promulgation, see WAC 490-76A-060.

Chapter 490-76A

FISCAL CONTROL AND FUND ACCOUNTING PROCEDURES

490-76A-010 Custody of federal funds. [Statutory Authority: RCW 28C.04.060. 79-02-019 (Order 79-1, Resolution 78-32-3), § 490-76A-010, filed 1/16/79; Order 75-3, § 490-76A-010, filed 12/18/75. Formerly WAC 490-76-010.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.
 490-76A-020 Expenditure of federal funds. [Statutory Authority: RCW 28C.04.060. 79-02-019 (Order 79-1, Resolution 78-32-3), § 490-76A-020, filed 1/16/79; Order 75-3, § 490-76A-020, filed 12/18/75. Formerly WAC 490-76-020.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.
 490-76A-030 Allotment availability. [Order 75-3, § 490-76A-030, filed 12/18/75. Formerly WAC 490-76-030.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.
 490-76A-040 Programs and services. [Order 75-3, § 490-76A-040, filed 12/18/75. Formerly WAC 490-76-040.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.
 490-76A-050 Construction costs contracts. [Order 75-3, § 490-76A-050, filed 12/18/75. Formerly WAC 490-76-050.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.
 490-76A-060 Fiscal records. [Order 75-3, § 490-76A-060, filed 12/18/75. Formerly WAC 490-76-060.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.

Chapter 490-300

JOB SKILLS PROGRAM

490-300-010 Authority. [Statutory Authority: RCW 28C.04.420. 84-07-006 (Order 84-3, Resolution No. 83-61-9), § 490-300-010, filed 3/9/84.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.
 490-300-020 Purposes. [Statutory Authority: RCW 28C.04.420. 84-07-006 (Order 84-3, Resolution No. 83-61-9), § 490-300-020, filed 3/9/84.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.
 490-300-030 Definitions. [Statutory Authority: RCW 28C.04.420. 84-07-006 (Order 84-3, Resolution No. 83-61-9), § 490-300-030, filed 3/9/84.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.
 490-300-040 Priority for funding. [Statutory Authority: RCW 28C.04.420. 84-07-006 (Order 84-3, Resolution No. 83-61-9), § 490-300-040, filed 3/9/84.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.
 490-300-050 Eligible educational institutions. [Statutory Authority: RCW 28C.04.420. 84-07-006 (Order 84-3, Resolution No. 83-61-9), § 490-300-050, filed 3/9/84.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.
 490-300-060 Private sector participation. [Statutory Authority: RCW 28C.04.420. 84-07-006 (Order 84-3, Resolution No. 83-61-9), § 490-300-060, filed 3/9/84.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.

- 490-300-070 Recruitment and selection of trainees. [Statutory Authority: RCW 28C.04.420. 84-07-006 (Order 84-3, Resolution No. 83-61-9), § 490-300-070, filed 3/9/84.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.
- 490-300-080 Grant application procedures—Proposed content. [Statutory Authority: RCW 28C.04.420. 84-07-006 (Order 84-3, Resolution No. 83-61-9), § 490-300-080, filed 3/9/84.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.
- 490-300-085 Grant application procedure—Proposal review. [Statutory Authority: RCW 28C.04.420. 84-07-006 (Order 84-3, Resolution No. 83-61-9), § 490-300-085, filed 3/9/84.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.
- 490-300-090 JSP proposal review committee. [Statutory Authority: RCW 28C.04.420. 84-07-006 (Order 84-3, Resolution No. 83-61-9), § 490-300-090, filed 3/9/84.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.
- 490-300-100 Notification of project approval. [Statutory Authority: RCW 28C.04.420. 84-07-006 (Order 84-3, Resolution No. 83-61-9), § 490-300-100, filed 3/9/84.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.
- 490-300-110 Responsibilities of the employment security department. [Statutory Authority: RCW 28C.04.420. 84-07-006 (Order 84-3, Resolution No. 83-61-9), § 490-300-110, filed 3/9/84.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.
- 490-300-120 Responsibilities of the department of commerce and economic development. [Statutory Authority: RCW 28C.04.420. 84-07-006 (Order 84-3, Resolution No. 83-61-9), § 490-300-120, filed 3/9/84.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.
- Chapter 490-325**
COMMISSION FOR VOCATIONAL EDUCATION
- 490-325-010 Introduction. [Statutory Authority: RCW 43.21C.120 and chapter 28C.04 RCW. 78-04-064 (Order 78-2, Resolution No. 78-27-2), § 490-325-010, filed 3/31/78.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.
- 490-325-020 State Environmental Policy Act compliance. [Statutory Authority: RCW 43.21C.120 and chapter 28C.04 RCW. 78-04-064 (Order 78-2, Resolution No. 78-27-2), § 490-325-020, filed 3/31/78.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.
- 490-325-030 State Environmental Policy Act "responsible official." [Statutory Authority: RCW 43.21C.120 and chapter 28C.04 RCW. 78-04-064 (Order 78-2, Resolution No. 78-27-2), § 490-325-030, filed 3/31/78.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.
- 490-325-040 Information center and register distribution. [Statutory Authority: RCW 43.21C.120 and chapter 28C.04 RCW. 78-04-064 (Order 78-2, Resolution No. 78-27-2), § 490-325-040, filed 3/31/78.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.
- 490-325-050 Publication of notice of action. [Statutory Authority: RCW 43.21C.120 and chapter 28C.04 RCW. 78-04-064 (Order 78-2, Resolution No. 78-27-2), § 490-325-050, filed 3/31/78.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.
- 490-325-060 Time limit for completion of EIS process. [Statutory Authority: RCW 43.21C.120 and chapter 28C.04 RCW. 78-04-064 (Order 78-2, Resolution No. 78-27-2), § 490-325-060, filed 3/31/78.] Decodified under RCW 34.05.210(6), letter dated 8/30/91.
- Chapter 490-600**
EDUCATIONAL SERVICES REGISTRATION
- 490-600-010 Authority. [Statutory Authority: Chapter 28B.05 RCW. 80-01-065 (Order 79-2, Resolution No. 79-38-2), § 490-600-010, filed 12/21/79.] Repealed by 86-15-076 (Order 86-78-4, Resolution No. 86-78-4), filed 7/23/86. Statutory Authority: RCW 28C.10.010 through 28C.10.220.
- 490-600-020 Purpose. [Statutory Authority: Chapter 28B.05 RCW. 80-01-065 (Order 79-2, Resolution No. 79-38-2), § 490-600-020, filed 12/21/79.] Repealed by 86-15-076 (Order 86-78-4, Resolution No. 86-78-4), filed 7/23/86. Statutory Authority: RCW 28C.10.010 through 28C.10.220.
- 490-600-030 Definitions. [Statutory Authority: RCW 28B.05.050. 81-21-003 (Order 81-3, Resolution No. 81-47-3), § 490-600-030, filed 10/8/81. Statutory Authority: Chapter 28B.05 RCW. 80-01-065 (Order 79-2, Resolution No. 79-38-2), § 490-600-030, filed 12/21/79.] Repealed by 86-15-076 (Order 86-78-4, Resolution No. 86-78-4), filed 7/23/86. Statutory Authority: RCW 28C.10.010 through 28C.10.220.
- 490-600-045 Exemptions. [Statutory Authority: RCW 28B.05.050(3) and chapter 28B.05 RCW. 84-07-007 (Order 84-4, Resolution No. 83-41-4), § 490-600-045, filed 3/9/84; 80-15-037 (Order 80-3, Resolution No. 80-42-2), § 490-600-045, filed 10/9/80; 80-01-065 (Order 79-2, Resolution No. 79-38-2), § 490-600-045, filed 12/21/79.] Repealed by 86-15-076 (Order 86-78-4, Resolution No. 86-78-4), filed 7/23/86. Statutory Authority: RCW 28C.10.010 through 28C.10.220.
- 490-600-046 Recognition of accrediting agencies and associations. [Statutory Authority: Chapter 28B.05 RCW. 80-01-065 (Order 79-2, Resolution No. 79-38-2), § 490-600-046, filed 12/21/79.] Repealed by 86-15-076 (Order 86-78-4, Resolution No. 86-78-4), filed 7/23/86. Statutory Authority: RCW 28C.10.010 through 28C.10.220.
- 490-600-050 Application, annual renewal and amendments. [Statutory Authority: RCW 28B.05.050(3) and chapter 28B.05 RCW. 80-15-037 (Order 80-3, Resolution No. 80-42-2), § 490-600-050, filed 10/9/80; 80-01-065 (Order 79-2, Resolution No. 79-38-2), § 490-600-050, filed 12/21/79.] Repealed by 86-15-076 (Order 86-78-4, Resolution No. 86-78-4), filed 7/23/86. Statutory Authority: RCW 28C.10.010 through 28C.10.220.
- 490-600-060 Education standards. [Statutory Authority: Chapter 28B.05 RCW. 80-01-065 (Order 79-2, Resolution No. 79-38-2), § 490-600-060, filed 12/21/79.] Repealed by 86-15-076 (Order 86-78-4, Resolution No. 86-78-4), filed 7/23/86. Statutory Authority: RCW 28C.10.010 through 28C.10.220.
- 490-600-061 Educational standards—Correspondence schools. [Statutory Authority: Chapter 28B.05 RCW. 80-01-065 (Order 79-2, Resolution No. 79-38-2), § 490-600-061, filed 12/21/79.] Repealed by 86-15-076 (Order 86-78-4, Resolution No. 86-78-4), filed 7/23/86. Statutory Authority: RCW 28C.10.010 through 28C.10.220.
- 490-600-070 Business practices. [Statutory Authority: Chapter 28B.05 RCW. 80-01-065 (Order 79-2, Resolution No. 79-38-2), § 490-600-070, filed 12/21/79.] Repealed by 86-15-076 (Order 86-78-4, Resolution No. 86-78-4), filed 7/23/86. Statutory Authority: RCW 28C.10.010 through 28C.10.220.
- 490-600-071 Minimum cancellation and refund policy. [Statutory Authority: RCW 28B.05.050(3) and chapter 28B.05 RCW. 84-07-007 (Order 84-4, Resolution No. 83-41-4), § 490-600-071, filed 3/9/84. Statutory Authority: RCW 28B.05.050. 81-21-003 (Order 81-3, Resolution No. 81-47-3), § 490-600-071, filed 10/8/81. Statutory Authority: RCW 28B.05.050(3) and chapter 28B.05 RCW. 80-15-037 (Order 80-3, Resolution No. 80-42-2), § 490-600-071, filed 10/9/80; 80-01-065 (Order 79-2, Resolution No. 79-38-2), § 490-600-071, filed 12/21/79.] Repealed by 86-15-076 (Order 86-78-4, Resolution No. 86-78-4), filed 7/23/86. Statutory Authority: RCW 28C.10.010 through 28C.10.220.
- 490-600-072 Enrollment agreement (contract) checklist. [Statutory Authority: Chapter 28B.05 RCW. 80-01-065 (Order 79-2, Resolution No. 79-38-2), § 490-600-072, filed 12/21/79.] Repealed by 86-15-076 (Order 86-78-4, Resolution No. 86-78-4), filed 7/23/86. Statutory Authority: RCW 28C.10.010 through 28C.10.220.
- 490-600-073 Bonding. [Statutory Authority: Chapter 28B.05 RCW. 80-01-065 (Order 79-2, Resolution No. 79-38-2), § 490-600-073, filed 12/21/79.] Repealed by 86-15-076 (Order

- 86-78-4, Resolution No. 86-78-4), filed 7/23/86. Statutory Authority: RCW 28C.10.010 through 28C.10.220.
- 490-600-075 Complaints and violations. [Statutory Authority: RCW 28B.05.050(3) and chapter 28B.05 RCW. 80-15-037 (Order 80-3, Resolution No. 80-42-2), § 490-600-075, filed 10/9/80; 80-01-065 (Order 79-2, Resolution No. 79-38-2), § 490-060-075 (codified as WAC 490-600-075), filed 12/21/79.] Repealed by 86-15-076 (Order 86-78-4, Resolution No. 86-78-4), filed 7/23/86. Statutory Authority: RCW 28C.10.010 through 28C.10.220.
- 490-600-076 Appeals. [Statutory Authority: Chapter 28B.05 RCW. 80-01-065 (Order 79-2, Resolution No. 79-38-2), § 490-600-076, filed 12/21/79.] Repealed by 86-15-076 (Order 86-78-4, Resolution No. 86-78-4), filed 7/23/86. Statutory Authority: RCW 28C.10.010 through 28C.10.220.
- 490-600-077 Hearings. [Statutory Authority: Chapter 28B.05 RCW. 80-01-065 (Order 79-2, Resolution No. 79-38-2), § 490-600-077, filed 12/21/79.] Repealed by 86-15-076 (Order 86-78-4, Resolution No. 86-78-4), filed 7/23/86. Statutory Authority: RCW 28C.10.010 through 28C.10.220.
- 490-600-080 Duties of the commission. [Statutory Authority: Chapter 28B.05 RCW. 80-01-065 (Order 79-2, Resolution No. 79-38-2), § 490-600-080, filed 12/21/79.] Repealed by 86-15-076 (Order 86-78-4, Resolution No. 86-78-4), filed 7/23/86. Statutory Authority: RCW 28C.10.010 through 28C.10.220.

Chapter 490-04B WAC

**WORK FORCE TRAINING AND EDUCATION
COORDINATING BOARD**

WAC

490-04B-010 Time and place of board meetings.

WAC 490-04B-010 Time and place of board meetings. The work force training and education coordinating board shall hold at least six regular meetings annually and such special meetings as may be requested by the chair of the board or by a majority of the members of the board and announced in accordance with law.

All regular and special meetings of the board are open to the general public, except for lawful executive sessions.

No official business may be conducted by the board except during a regular or special meeting.

[Statutory Authority: Chapter 28C.18 RCW. 93-06-005, § 490-04B-010, filed 2/18/93, effective 2/18/93.]

**Chapter 490-08B WAC
PRACTICE AND PROCEDURE**

WAC

- 490-08B-010 Adoption of model rules of procedure.
- 490-08B-020 Appointment of presiding officers.
- 490-08B-030 Method of recording.
- 490-08B-040 Application for adjudicative proceeding.
- 490-08B-050 Brief adjudicative procedures.
- 490-08B-060 Discovery.
- 490-08B-070 Procedure for closing parts of hearings.
- 490-08B-080 Recording devices.

WAC 490-08B-010 Adoption of model rules of procedure. The model rules of procedure adopted by the chief administrative law judge pursuant to RCW 34.05.250 are adopted for use by the work force training and education coordinating board. Those rules may be found in chapter

10-08 WAC. Other procedural rules adopted in this title are supplementary to the model rules of procedure. In the case of a conflict between the model rules of procedure and procedural rules adopted by the board, the model rules prevail.

[Statutory Authority: Chapter 28C.18 RCW. 93-06-005, § 490-08B-010, filed 2/18/93, effective 2/18/93.]

WAC 490-08B-020 Appointment of presiding officers. The board's executive director or his/her designee shall designate a presiding officer for an adjudicative proceeding. The presiding officer shall be an administrative law judge, a member in good standing of the Washington State Bar Association, a panel of individuals, the executive director or his or her designee, or any combination of the above. Where more than one individual is designated to be the presiding officer, the executive director or his/her designee shall designate one person to make decisions concerning discovery, closure, means of recording adjudicative proceedings, and similar matters.

[Statutory Authority: Chapter 28C.18 RCW. 93-06-005, § 490-08B-020, filed 2/18/93, effective 2/18/93.]

WAC 490-08B-030 Method of recording. Proceedings shall be recorded by a method determined by the presiding officer, among those available under the model rules of procedure.

[Statutory Authority: Chapter 28C.18 RCW. 93-06-005, § 490-08B-030, filed 2/18/93, effective 2/18/93.]

WAC 490-08B-040 Application for adjudicative proceeding. An application for adjudicative proceeding shall be in writing. Application forms are available at the following address: Building 17, Airdustrial Park, Olympia, Washington.

Written application for an adjudicative proceeding should be submitted to P.O. Box 43105, Olympia, Washington, 98504-3105 within twenty days of the agency action giving rise to the application unless provided for otherwise by statute or rule.

[Statutory Authority: Chapter 28C.18 RCW. 93-06-005, § 490-08B-040, filed 2/18/93, effective 2/18/93.]

WAC 490-08B-050 Brief adjudicative procedures. This rule is adopted in accordance with RCW 34.05.482 through 34.05.494, the provisions of which are adopted by reference. Brief adjudicative procedures shall be used in all matters related to adjudicative appeals filed under RCW 28C.10.120.

[Statutory Authority: Chapter 28C.18 RCW. 93-06-005, § 490-08B-050, filed 2/18/93, effective 2/18/93.]

WAC 490-08B-060 Discovery. Discovery in adjudicative proceedings may be permitted at the discretion of the presiding officer. In permitting discovery, the presiding officer shall refer to the civil rules of procedure. The presiding officer may control the frequency and nature of discovery permitted and order discovery conferences to discuss discovery issues.

[Statutory Authority: Chapter 28C.18 RCW. 93-06-005, § 490-08B-060, filed 2/18/93, effective 2/18/93.]

WAC 490-08B-070 Procedure for closing parts of hearings. Any party may apply for a protective order to close part of a hearing. The party making the request shall state the reasons for making the application to the presiding officer. If the other party opposes the request, a written response to the request shall be made within ten days of the request to the presiding officer. The presiding officer shall determine which, if any, parts of the proceeding shall be closed and state the reasons in writing within twenty days of receiving the request.

[Statutory Authority: Chapter 28C.18 RCW. 93-06-005, § 490-08B-070, filed 2/18/93, effective 2/18/93.]

WAC 490-08B-080 Recording devices. No cameras or recording devices are allowed in those parts of proceedings that the presiding officer has determined shall be closed under WAC 490-08B-070, except for the method of official recording selected by the work force training and education coordinating board.

[Statutory Authority: Chapter 28C.18 RCW. 93-06-005, § 490-08B-080, filed 2/18/93, effective 2/18/93.]

Chapter 490-10 WAC ORGANIZATION

WAC

490-10-010 Organization—Operation—Information.

WAC 490-10-010 Organization—Operation—Information. (1) Organization. The work force training and education coordinating board is established in chapter 28C.18 RCW. The composition of the board is established under RCW 28C.18.020.

The board employs an executive director, who acts as the chief executive officer of the board.

(2) Operation. The administrative office is located at the following address: Building 17, Airdustrial Park, Olympia, Washington, 98504-3105.

The office hours are eight o'clock a.m. to five o'clock p.m., Monday through Friday, except legal holidays.

[Statutory Authority: Chapter 28C.18 RCW. 93-06-005, § 490-10-010, filed 2/18/93, effective 2/18/93.]

Chapter 490-13 WAC

DESIGNATION OF RULES COORDINATOR

WAC

490-13-010 Rules coordinator.

WAC 490-13-010 Rules coordinator. The rules coordinator for the work force training and education coordinating board is designated by the executive director and can be addressed at Building 17, Airdustrial Park, P.O. Box 43105, Olympia, Washington, 98504-3105.

[Title 490 WAC—page 14]

[Statutory Authority: Chapter 28C.18 RCW. 93-06-005, § 490-13-010, filed 2/18/93, effective 2/18/93.]

Chapter 490-100 WAC

PRIVATE VOCATIONAL SCHOOL REGULATIONS

WAC

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490-100-230	Declaratory rulings.
490-100-240	Declaratory rulings—Forms.
490-100-250	Degree-granting private vocational schools—Applicable rules.

DISPOSITION OF SECTIONS FORMERLY CODIFIED IN THIS CHAPTER

490-100-012	Duties of the agency. [Statutory Authority: Chapter 28C.10 RCW. 91-01-056, recodified as § 490-100-012, filed 12/13/90, effective 12/13/90; 87-02-019 (Resolution No. 86-81-3), § 490-800-012, filed 12/31/86.] Repealed by 91-08-029, filed 3/29/91, effective 3/29/91. Statutory Authority: Chapter 28C.10 RCW.
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WAC 490-100-010 Authority. These rules are promulgated pursuant to the authority contained in RCW 28C.10.040(2) to implement the Private Vocational Schools Act.

[Statutory Authority: Chapter 28C.10 RCW. 91-08-029, § 490-100-010, filed 3/29/91, effective 3/29/91; 91-01-056, recodified as § 490-100-010, filed 12/13/90, effective 12/13/90; 87-02-019 (Resolution No. 86-81-3), § 490-800-010, filed 12/31/86. Statutory Authority: RCW 28C.10.010 through 28C.10.220. 86-15-075 (Order 86-78-3, Resolution No. 86-78-3), § 490-800-010, filed 7/23/86.]

WAC 490-100-015 Delegation. (See RCW 28C.10.060.) Unless otherwise indicated, the agency delegates authority for administering the act and these rules to the executive director, who may further delegate as necessary and appropriate.

[Statutory Authority: Chapter 28C.10 RCW. 91-01-056, recodified as § 490-100-015, filed 12/13/90, effective 12/13/90; 87-02-019 (Resolution No. 86-81-3), § 490-800-015, filed 12/31/86.]

WAC 490-100-030 Definitions. (1) The following is intended to clarify the statutory exemptions (see RCW 28C.10.030):

(a) "Avocational" or "recreational" means instruction which is primarily intended for leisure and not offered for the purpose of providing a student with employable skills or with competencies that upon completion of the program, course, or class would be customarily applied to gainful employment and is not utilized by the school as a prerequisite for vocational instruction.

(b) Entities not otherwise exempt offering only workshops or seminars lasting not more than three days and consisting of no more than twenty-four contact hours of instruction: *Provided*, That training is completed within the three days; and a vocational education program is not being offered through a series of supplementary seminars.

(2) To qualify for exemption under this subsection, an entity must apply to the agency on a form created for that purpose and secure approval. The term of any exemption issued shall be limited to one calendar year and is subject to annual renewal on application.

(a) "Programs of continuing professional education" include review programs offered solely as preparation for tests leading to certification in specific disciplines, but not purporting to provide occupational competencies.

(b) Test preparation programs to which such exemption applies include those leading to: Certification by a state board of accountancy (CPA); certification by the institute of certified management accounting (CMA); admission to practice before a state bar; certification in health occupations initiated by the American Medical Association, American Dental Association, and/or their respective professional auxiliaries; and may include other pretesting review programs related to acquiring public certificates of convenience and necessity.

(3) The term "revoke" as used in RCW 28C.10.050(3) and elsewhere in these regulations means that the agency terminates the school license. When the license is revoked, the school is no longer legally authorized to continue operating.

(4) The term "suspend" as used in RCW 28C.10.050(3) and elsewhere in these regulations means that because of deficiencies, the agency interrupts for a stated time the school's authority to make offers of training, as that is defined under RCW 28C.10.020(9), and prohibits the school for that time to begin instruction of new students. The school may remain in operation to continue training students already enrolled and in good standing on the date such suspension commences.

(5) The term "to operate" as used in RCW 28C.10.020(10) and elsewhere under the act and these regulations is further defined to encompass any facility established, kept, or maintained within the state of Washington where, from, or through which education is offered and/or activities consistent with the definition of "private vocational school" under RCW 28C.10.020(7) are being conducted.

[Statutory Authority: Chapter 28C.10 RCW. 93-22-034, § 490-100-030, filed 10/28/93, effective 10/28/93; 91-08-029, § 490-100-030, filed 3/29/91, effective 3/29/91; 91-01-056, recodified as § 490-100-030, filed 12/13/90, effective 12/13/90; 87-02-019 (Resolution No. 86-81-3), § 490-800-030, filed 12/31/86. Statutory Authority: RCW 28C.10.010 through 28C.10.220, 86-15-075 (Order 86-78-3, Resolution No. 86-78-3), § 490-800-030, filed 7/23/86.]

WAC 490-100-035 Auxiliary facilities. (See RCW 28C.10.020(7).) Any location within the state of Washington at which an entity provides postsecondary education in any form or manner for the purpose of instructing, training, or preparing persons for any vocation or profession is deemed to be a private vocational school within the meaning of RCW 28C.10.020(7), except for case-by-case exemptions that may be granted for activities that meet the following definition of "auxiliary facility."

(1) Upon application to the agency on forms provided for that purpose, a licensed private vocational school may be authorized to provide training services at an additional physical site termed an "auxiliary facility."

To qualify for the designation "auxiliary facility," the site must be established by the licensee to meet one or more of the following criteria:

(a) To absorb a temporary overload which the licensed facility cannot accommodate; or

(b) To provide a single, specialized kind of training activity, generally on a short-term basis, under circumstances that cannot readily be accommodated at the licensed facility; or

(c) To provide training under contract(s) with a public agency, private company, or other sponsoring entity: *Provided*, That no fiduciary responsibility is created between students and the licensee under such arrangements: *Provided further*, That the training offered is not open to general enrollment.

(2) To have any of its activities classified as an "auxiliary facility" and not subject to being licensed as a private vocational school, a licensee must secure approval from the agency in advance of conducting operations at such a site by documenting that it meets one of the above definitions and in addition that:

(a) The instructional program(s), site administration, and training provided at the auxiliary facility are significantly integrated with the licensee's primary facility; and

(b) The address of the auxiliary facility will not be represented as a school location and can not be included in advertising. No enrollment can be completed at an auxiliary facility.

(3) Activities carried forward at an auxiliary facility must be regularly incorporated into operational and financial data reported to the agency by the licensee: *Provided*, That income derived from activities conducted under contract (see: Subsection (1)(c) of this section) will not be included as "tuition income" for purposes of calculating license fees and/or contributions to the tuition recovery trust fund.

[Statutory Authority: Chapter 28C.10 RCW. 93-22-034, § 490-100-035, filed 10/28/93, effective 10/28/93; 91-08-029, § 490-100-035, filed 3/29/91, effective 3/29/91; 91-01-056, codified as § 490-100-035, filed 12/13/90, effective 12/13/90.]

WAC 490-100-040 Cancellation and refund policy. (See RCW 28C.10.050 (1)(b).) As a condition of licensing,

each school must adhere to the following uniform state-wide minimum cancellation and refund policy: *Provided*, That any refund due to students receiving federal financial assistance, grant, or loan, will be refunded by the school to the particular federal financial aid program in accordance with federal law:

(1) Refunds applicable to resident training programs:

(a) A full refund of all money paid if the applicant is not accepted by the school;

(b) A full refund of all money paid if the applicant withdraws not later than midnight on the fifth business day (excluding Sundays and holidays) after signing the contract or making an initial payment, provided that the applicant has not commenced training;

(c) After five business days (excluding Sundays and holidays), the school may retain an established registration fee equal to ten percent of the total tuition cost, or one hundred dollars, whichever is less. "Registration fee" refers to any fee, however named, covering those expenses incurred by an institution in processing student applications and establishing a student records system;

(d) The official date of termination of a student shall be the last date of recorded attendance:

(i) When the school receives notice of the student's intention to discontinue the training program;

(ii) When the student is terminated for a violation of a published school policy which provides for termination;

(iii) When a student, without notice to the institution, fails to attend classes for thirty calendar days.

(e) If training is terminated after entering classes, the student is financially obligated to the school according to the following formulas or maximum charges:

(i) Termination during first week or ten percent of contracted instructional time, whichever is less. School may retain ten percent of tuition cost plus registration fee established under (c) of this subsection;

(ii) Termination after first week or ten percent of contracted instructional time, whichever is less, but prior to completion of twenty-five percent of contracted instructional time. School may retain twenty-five percent of tuition cost plus registration fee established under (c) of this subsection;

(iii) Termination after completion of first twenty-five percent and up to and including fifty percent of contracted instructional time. School may retain fifty percent of tuition cost plus registration fee established under (c) of this subsection;

(iv) Termination after completion of more than fifty percent of contracted instructional time. School may retain the full tuition cost plus registration fee established under (c) of this subsection.

(2) Correspondence/home study programs.

(a) A student may request cancellation in whatever manner. Upon cancellation, all money due the student must be refunded within thirty calendar days.

(b) The following applies as a minimum policy for home study courses without mandatory resident training:

(i) An enrollment may be canceled by an applicant student within five calendar days after midnight of the day on which the enrollment agreement is signed. In the event of dispute over timely notice, the burden to prove service rests on the sender.

(ii) From five calendar days after midnight of the day on which the enrollment agreement is signed and until such time that the school receives the first completed lesson assignment from the student, the student may cancel the enrollment contract and the school is entitled to retain only a registration fee of either fifty dollars or an amount equal to fifteen percent of the tuition; but in no case is the school entitled to a registration fee greater than one hundred fifty dollars.

(iii) After the school receives the first completed lesson assignment and until the student completes half the total number of lesson assignments in the program, he/she is obligated to the school according to the following:

(iv) Up to and including the first ten percent of the program, ten percent of the total tuition cost plus the amount of the registration fee;

(v) After completing more than ten percent of the program and up to and including completion of twenty-five percent of the program, twenty-five percent of the total tuition cost plus the registration fee;

(vi) After completing more than twenty-five percent of the program and up to and including completion of fifty percent of the program, fifty percent of the total tuition cost plus the amount of the registration fee;

(vii) If the student completes more than one-half of the program, the school shall have earned the full amount of the tuition and registration fee.

(viii) The amount of the course completed shall be calculated by factoring the number of completed lesson assignments received by the school into the total number of lesson assignments contained in the program.

(c) The following applies as minimum requirements for a correspondence/home study program which includes mandatory resident training courses. Programs which include optional resident training, seminars, or other optional contact hours of instruction, shall be subject to refund as home study programs under (b)(i) through (viii) of this subsection. Separate charges may not be made for optional resident training.

(i) For a course that contains mandatory resident training, the tuition price for the home study portion and the tuition price for the resident portion must be separately stated on the enrollment agreement/contract. The total of the two is the price of the program.

(ii) For cancellation and settlement of the home study portion of the combination program, the provisions of (b)(i) through (viii) of this subsection shall apply.

(iii) For the mandatory resident portion of the program, commencing from the first resident class session if the student requests a cancellation, the provisions of subsection (1)(e)(i) through (iv) of this section shall apply.

(iv) The amount of resident training completed shall be calculated by factoring the number of instructional days the student attends resident training into the total number of training days provided in the resident training program.

(d) Upon cancellation, a home study student whose tuition is paid in full shall be entitled to receive all course materials, including kits and equipment.

(3) If a school continues to operate under its license but discontinues instruction in any program after training of students has begun, the students enrolled in the discontinued

program are entitled to a pro rata refund of all tuition and fees paid unless comparable training is arranged by the school to be provided at another public or private vocational school and such arrangements are agreed to in writing by the student as provided by WAC 490-100-220(4).

(a) Notice in advance of the discontinuance must be provided to the agency and to students in writing, including at the least data required under WAC 490-100-220(2).

(b) The term "discontinued" generally applies to the elimination by the school of a particular course offering prior to its completion. However, the term includes circumstances where program(s) commenced at a specific location under terms of an enrollment agreement are relocated to substituted physical site.

(c) A student affected by relocation may voluntarily accept transportation and other arrangements offered by the school in order to continue his/her training or may file a refund claim.

(d) Requests for refunds pursuant to this provision must be made in writing by the enrolled student within ninety calendar days following discontinuation of the program. Money due the applicant/student shall be refunded within thirty calendar days after receipt of the request.

[Statutory Authority: Chapter 28C.10 RCW. 93-22-034, § 490-100-040, filed 10/28/93, effective 10/28/93; 91-08-029, § 490-100-040, filed 3/29/91, effective 3/29/91; 91-01-056, recodified as § 490-100-040, filed 12/13/90, effective 12/13/90; 87-02-019 (Resolution No. 86-81-3), § 490-800-040, filed 12/31/86. Statutory Authority: RCW 28C.10.010 through 28C.10.220. 86-15-075 (Order 86-78-3, Resolution No. 86-78-3), § 490-800-040, filed 7/23/86.]

WAC 490-100-050 Catalog, brochure, or other written material. (See RCW 28C.10.050 (1)(c).) The catalog/bulletin shall be the school's principal printed means to explain its operations and requirements to prospective and enrolled students. For this reason, it shall be current, comprehensive, and accurate. Each school shall publish in some combination of its catalog, brochure, or other written material, at least the following:

(1) Date of publication;

(2) Names of owners having a ten percent or more equity ownership and officers, including any governing boards, and the name and address of its parent corporation, if a subsidiary;

(3) Names, addresses, and telephone numbers of the school's administrative offices and all auxiliary facilities;

(4) Names and qualifications of teaching faculty. Such lists shall be accurate as of the date of catalog publication. Any changes of faculty shall be noted on a catalog errata sheet provided each student prior to entering classes;

(5) The school calendar, including hours of operation, holidays, enrollment periods, and the beginning and ending dates of terms, courses, or programs as may be appropriate;

(6) Admission procedures including, policies and regulations describing accurately and completely all prerequisites (e.g., GED, physical requirements, etc.) needed by an average student to:

(a) Fulfill the skills assessment requirements adopted/developed by the school and applied to each applicant as part of the admissions process;

(b) Successfully complete the programs of study in which they are interested; and

(c) Qualify for the fields of employment for which their education is designed.

(7) A description of the exact nature and kind of placement assistance offered, if any. If no assistance is offered, the school shall make this fact known;

(8) The school's policy regarding student conduct, including causes for dismissal and conditions for readmission;

(9) The school's policy and regulations relative to leave, absences, class cuts, makeup work, tardiness, and interruptions for unsatisfactory attendance;

(10) The school's policy and regulations relative to standards of progress required of the student. This policy will define the grading system of the school, the minimum grades considered satisfactory, conditions for interruption for unsatisfactory grades or progress, and a description of the probationary period, if any, allowed by the school, and conditions for reentrance for those students dismissed for unsatisfactory progress. A statement will be furnished to the student regarding the student's progress.

(11) An accurate description, whether through words, photos, or other means, of the school's facilities, equipment, and physical plant used for training together with a description of the equipment available for student use, the maximum or usual class size and the average student/teacher ratio;

(12) Total cost of training including registration fee, if any, tuition, books, supplies, equipment, laboratory usage, student activities, insurance and all other charges and expenses necessary for completion of the program;

(13) A description of each program of instruction, including:

(a) Specific program objectives: The educational or vocational objective of each program including the job titles in occupations for which the course or program purports to train;

(b) The number of clock or credit hours of instruction offered in each course and program and method of instruction employed (e.g., correspondence, classroom, lab, computer assisted) in each course and the average length of time stated in hours, weeks, or months normally required for successful completion;

(c) If instruction is calculated in credit hours, the catalog must display at least one prominent statement describing the contact hour conversion formula applied by the school: The number of contact hours applicable to each quarter or semester credit hour of lecture, laboratory/practicum, and/or internship/externship.

(d) For the purpose of correspondence/home study schools, instructional sequences may be described in numbers of lessons completed. "Correspondence and/or home study school" shall mean that the instructional format of the school involves the sequential mailing or distribution of lessons to the student, who studies the material, completes a lesson examination, and returns the examination to the school. The school then grades the lesson/examination (and, in some instances, provides additional comments and instruction), and returns the graded lesson to the student along with the next set of instructional materials;

(e) The scope and sequence of courses or programs required to achieve the educational objective;

(f) A statement indicating what type of certificates, diplomas or other educational credentials are awarded upon graduation or successful completion.

(14) Policy and regulations relative to refund of unearned tuition, fees, and other charges, which must meet the minimum cancellation and refund policy set forth in these rules, including procedures a student shall follow to cancel enrollment before or after instruction has begun;

(15) The following statement shall appear prominently on either the first or last printed page or inside the front or back cover: THIS SCHOOL IS LICENSED UNDER CHAPTER 28C.10 RCW; INQUIRIES OR COMPLAINTS REGARDING THIS OR ANY OTHER PRIVATE VOCATIONAL SCHOOL MAY BE MADE TO THE: WORK FORCE TRAINING AND EDUCATION COORDINATING BOARD, BUILDING 17, AIRDUSTRIAL PARK, P.O. BOX 43105, OLYMPIA, WASHINGTON 98504-3105 (360/753-5673);

(16) Availability of financial aid, grants and scholarships, if any;

(17) Supplements or errata sheets for the catalog/bulletin or other written materials shall be filed with the agency prior to being used (see RCW 28C.10.110(2));

(a) Supplement pages or errata sheets shall be fastened to or otherwise made an integral part of that publication;

(b) The catalog/bulletin supplement or errata sheets shall include the publication date;

(c) In event that information on a supplement or errata sheet supplants any other information contained in the catalog/bulletin, the insert shall specifically identify the information it contradicts or replaces, including at the least an appropriate page reference.

[Statutory Authority: Chapter 28C.10 RCW. 93-22-034, § 490-100-050, filed 10/28/93, effective 10/28/93; 91-08-029, § 490-100-050, filed 3/29/91, effective 3/29/91; 91-01-056, recodified as § 490-100-050, filed 12/13/90, effective 12/13/90; 87-02-019 (Resolution No. 86-81-3), § 490-800-050, filed 12/31/86. Statutory Authority: RCW 28C.10.010 through 28C.10.220. 86-15-075 (Order 86-78-3, Resolution No. 86-78-3), § 490-800-050, filed 7/23/86.]

WAC 490-100-060 Enrollment contract or agreement. (See RCW 28C.10.050 (1)(d).) "Enrollment agreement" is any agreement, instrument or note, however named, which creates or evidences a binding obligation to purchase a course of instruction from a school. Each school shall use an enrollment contract or agreement that includes:

(1) The school's cancellation and refund policy, in accordance with these rules, displayed in a type size no smaller than that used to meet any other requirements of this section;

(2) The following statement: THIS SCHOOL IS LICENSED UNDER CHAPTER 28C.10 RCW; INQUIRIES OR COMPLAINTS REGARDING THIS OR ANY OTHER PRIVATE VOCATIONAL SCHOOL MAY BE MADE TO THE: WORK FORCE TRAINING AND EDUCATION COORDINATING BOARD, BUILDING 17, AIRDUSTRIAL PARK, P.O. BOX 43105, OLYMPIA, WASHINGTON 98504-3105 (360/753-5673);

(3) Information that will clearly and completely define the terms of the agreement between the student and the school, including at least the following:

(a) The name and address of the school and the student;

(b) The program or course title as that appears in the school's catalog, date training is to begin, and the number of hours or units of instruction or lessons for which the student is enrolled;

(c) An itemization of all charges, fees, and required purchases being incurred by the student or his/her sponsor in order to complete the training, such as tuition; fees; books; supplies (where appropriate), and all other items of expense required by the school. The student enrollment agreement shall also contain the methods of payment and/or payment schedule being established;

(d) Language explaining that the agreement will be binding only when it has been fully completed, signed and dated by the student and chief administrative officer or authorized representative of the school prior to the time instruction begins.

(4) A statement that any changes in the agreement shall not be binding on either the student or the school unless such changes have been acknowledged in writing by the chief administrative officer or an authorized representative of the school and by the student or the student's parent or guardian if he/she is a minor;

(5) "NOTICE TO THE BUYER" which includes the following statements in a position above the space reserved for the student's signature:

(a) "DO NOT SIGN THIS AGREEMENT BEFORE YOU READ IT OR IF IT CONTAINS ANY BLANK SPACES. THIS IS A LEGAL INSTRUMENT.

(b) ALL PAGES OF THE CONTRACT ARE BINDING.

(c) READ BOTH SIDES OF ALL PAGES BEFORE SIGNING.

(d) YOU ARE ENTITLED TO AN EXACT COPY OF THE AGREEMENT, SCHOOL CATALOG AND ANY OTHER PAPERS YOU SIGN AND ARE REQUIRED TO SIGN A STATEMENT ACKNOWLEDGING RECEIPT OF THOSE.

(e) IF YOU HAVE NOT STARTED TRAINING, YOU MAY CANCEL THIS CONTRACT BY PROVIDING WRITTEN NOTICE OF SUCH CANCELLATION TO THE SCHOOL AT ITS ADDRESS SHOWN ON THE CONTRACT WHICH NOTICE SHALL BE POST-MARKED NOT LATER THAN MIDNIGHT OF THE FIFTH BUSINESS DAY (EXCLUDING SUNDAYS AND HOLIDAYS) FOLLOWING YOUR SIGNING THIS CONTRACT OR THE WRITTEN NOTICE MAY BE PERSONALLY OR OTHERWISE DELIVERED TO THE SCHOOL WITHIN THAT TIME. IN EVENT OF DISPUTE OVER TIMELY NOTICE, THE BURDEN TO PROVE SERVICE RESTS ON THE SENDER.

(f) IT IS AN UNFAIR BUSINESS PRACTICE FOR THE SCHOOL TO SELL, DISCOUNT OR OTHERWISE TRANSFER THIS CONTRACT OR PROMISSORY NOTE WITHOUT THE SIGNED WRITTEN CONSENT OF THE STUDENT OR HIS/HER FINANCIAL SPONSORS AND A WRITTEN STATEMENT NOTIFYING ALL PARTIES THAT THE CANCELLATION AND REFUND POLICY CONTINUES TO APPLY."

(6) Physically attached to each completed contract shall be a one-page form constructed by the agency and supplied in prototype to each licensee, containing acknowledgements signed by the school and the enrollee relating to the student's rights, responsibilities, and loan repayment obligations; and attesting that the school counseled the enrollee against incurring excessive debt burdens.

(7) The school shall retain the original of the student enrollment agreement and one copy shall be delivered to the student at the time of execution or by return mail when the enrollment is solicited by mail.

[Statutory Authority: Chapter 28C.10 RCW. 93-22-034, § 490-100-060, filed 10/28/93, effective 10/28/93; 91-08-029, § 490-100-060, filed 3/29/91, effective 3/29/91; 91-01-056, recodified as § 490-100-060, filed 12/13/90, effective 12/13/90; 87-02-019 (Resolution No. 86-81-3), § 490-800-060, filed 12/31/86. Statutory Authority: RCW 28C.10.010 through 28C.10.220. 86-15-075 (Order 86-78-3, Resolution No. 86-78-3), § 490-800-060, filed 7/23/86.]

WAC 490-100-070 Time of application. (See RCW 28C.10.060.) (1) **Initial licensing.** Any entity must initially be licensed by the agency at least thirty calendar days prior to the date on which it first makes offers of educational services or operates as a private vocational school;

(2) **Renewal.** Each private vocational school must annually renew its license. No later than thirty calendar days prior to the anniversary date of its license, the private vocational school must file with the agency a completed application for license renewal, including a financial statement, attested to by the chief administrative officer; amend any statements or materials on file which are no longer accurate; and pay the required fees.

(3) A license may be denied, revoked, or suspended by the agency's executive director or his/her designee for just cause.

[Statutory Authority: Chapter 28C.10 RCW. 93-22-034, § 490-100-070, filed 10/28/93, effective 10/28/93; 91-08-029, § 490-100-070, filed 3/29/91, effective 3/29/91; 91-01-056, recodified as § 490-100-070, filed 12/13/90, effective 12/13/90; 87-02-019 (Resolution No. 86-81-3), § 490-800-070, filed 12/31/86. Statutory Authority: RCW 28C.10.010 through 28C.10.220. 86-15-075 (Order 86-78-3, Resolution No. 86-78-3), § 490-800-070, filed 7/23/86.]

WAC 490-100-080 Display of licenses—Loss or destruction—Change of name—Change of location. (See RCW 28C.10.060.) (1) Licenses shall be issued in the name of the applicant school showing that name, its address, and phone number. In the instance of schools under a common ownership, the name of the owning entity shall also be shown.

(2) A certificate shall be issued to each auxiliary facility for which approval is requested and granted in accordance with the provisions of WAC 490-100-035. It shall contain the identifications described under subsection (1) of this section.

(3) **Display.** Each school shall prominently display its license and/or certificate issued to an auxiliary facility to the public, prospective students, and other interested persons at each location.

(4) **Loss or destruction.** Upon the loss or destruction of any license and/or certificate issued to an auxiliary facility, application for a duplicate and payment of the appropriate license reissuance fee must be made to the agency. See WAC 490-100-120(4).

(5) **Change of name.** No licensee shall adopt or make a change in its name without providing prior written notification to the agency together with payment of the appropriate license reissuance fee. See WAC 490-100-120(5).

(6) **Change of location.** No change in the location of licensed premises including auxiliary facilities, if any, shall be made without first applying to and obtaining prior written consent of the agency and making payment of the appropriate license reissuance fee. See WAC 490-100-120(6).

[Statutory Authority: Chapter 28C.10 RCW. 93-22-034, § 490-100-080, filed 10/28/93, effective 10/28/93; 91-08-029, § 490-100-080, filed 3/29/91, effective 3/29/91; 91-01-056, recodified as § 490-100-080, filed 12/13/90, effective 12/13/90; 87-02-019 (Resolution No. 86-81-3), § 490-800-080, filed 12/31/86. Statutory Authority: RCW 28C.10.010 through 28C.10.220. 86-15-075 (Order 86-78-3, Resolution No. 86-78-3), § 490-800-080, filed 7/23/86.]

WAC 490-100-090 Change of ownership—License nontransferable. (See RCW 28C.10.060.) (1) The ownership of a licensed entity is deemed to have changed at the consummation of:

(a) A sale by the sole proprietor of a school: *Provided*, That for the purposes of this section, ownership is not deemed to have changed if the selling proprietor becomes the sole stockholder of the buying corporation and that no change of control in school operations results therefrom;

(b) A change in the majority interest of general partners of a partnership owning a school; or

(c) A sale or transfer of stock occurs that creates a change in the majority interest in the issued and outstanding shares of a corporation owning a school.

(2) No license issued under this chapter is transferrable. Simultaneous with consummating the change(s) described under subsection (1) of this section, the license(s) issued to the existing owner(s) expires.

(3) The provisions of subsection (2) of this section notwithstanding, to maintain a continuity of operation the new ownership may make application for a new license no less than fifteen calendar days prior to the change of ownership. On receipt of such advance application, the agency may extend the existing license for a maximum sixty calendar days beyond the date that ownership changes: *Provided*, That the new applicant's chief administrative officer furnishes a written statement asserting that all conditions set forth in the act and these rules are being met or will be met before offering training or education in the period during which the application for new license is pending.

(4) In event the new owner(s) fail to become licensed within no more than sixty calendar days after the date of sale or transfer of ownership and provided no further extension of time has been granted by the agency, continued operation beyond that date as a private vocational school will constitute a violation of RCW 28C.10.090.

[Statutory Authority: Chapter 28C.10 RCW. 93-22-034, § 490-100-090, filed 10/28/93, effective 10/28/93; 91-08-029, § 490-100-090, filed 3/29/91, effective 3/29/91; 91-01-056, recodified as § 490-100-090, filed 12/13/90, effective 12/13/90; 87-02-019 (Resolution No. 86-81-3), § 490-800-090, filed 12/31/86. Statutory Authority: RCW 28C.10.010 through 28C.10.220. 86-15-075 (Order 86-78-3, Resolution No. 86-78-3), § 490-800-090, filed 7/23/86.]

WAC 490-100-100 Application contents. (See RCW 28C.10.050 and 28C.10.060.) Any entity desiring to operate a private vocational school shall apply for license to the agency on forms provided by the agency which shall include the following information attested to by the school's chief administrative officer.

(1) **Owners, shareholders, and directors:**

(a) The complete legal name of the owner, current telephone number, current mailing address, the school's

name, if different from owner, physical address, and date of establishment;

(b) The form of ownership of the school, whether sole proprietorship, partnership, limited partnership, or corporation;

(c) Names, addresses, phone numbers, birthdates, and prior school affiliations if any, of all those with ten percent or more ownership interest;

(d) A school which is a corporation or a subsidiary of another corporation shall submit to the agency as part of the school's application current evidence that the corporation is registered with the Washington secretary of state's office and the name, address and telephone number of the corporation's registered agent;

(e) "Ownership" of a school means:

(i) In the case of a school owned by an individual, that individual;

(ii) In the case of a school owned by a partnership, all full, silent and limited partners having a ten percent or more ownership interest;

(iii) In the case of a school owned by a corporation, the corporation, each corporate director, officer, and each shareholder owning shares of issued and outstanding stock aggregating at least ten percent of the total of the issued and outstanding shares.

(2) **Schools under common ownership.** Application(s) for initial and renewal licensing may be submitted by a single entity on behalf of each private vocational school under its common ownership: *Provided*, That the owning entity controls the licensee's recruiting activities, faculty, and administrators, course curricula and guidelines for teaching, and is otherwise wholly accountable for its operations.

(a) Each license issued to a private vocational school under common ownership shall be valid only for the location listed in the initial and renewal applications and the name of the owning entity shall be shown thereon in addition to information identifying the individual site.

(b) A single location may be designated by the owning entity as the principal facility for recordkeeping via prior written notice to the agency.

(3) **Financial statement.** Each school must annually disclose to the agency information reflecting the financial condition of the school at the close of its most recent fiscal or calendar year to demonstrate that it has sufficient financial resources to fulfill its commitments to students. Entities operating a private vocational school must submit:

(a) The fiscal year dates utilized for the school's operations;

(b) A financial statement in a format supplied by the agency that:

(i) Is certified true and accurate by the school's chief administrative officer or his/her designee; and

(ii) Covers the period of the most recently completed of the periods established in (a) of this subsection.

(c) On a showing by the school that inadequate time exists to produce such data in the interval between the ending date of the period established in (a) of this subsection and the due date of an application, the agency will adjust the license period of the school to provide a reasonable interval.

(d) Any entity just starting operations at the time of initial licensing must substitute for the financial statement

described under (b) of this subsection, a proposed operating budget for its initial twelve months' period of operation using a format provided by the agency.

(e) Any entity seeking initial licensing as a private vocational school which has operated another business or businesses for one year or more prior to filing an application under chapter 28C.10 RCW, shall include in its initial application, in addition to the requirements under (d) of this subsection, a financial statement for any one or more such additional business(es) that is prepared by a certified public accountant and/or certified by its chief administrative officer, covering the period of its most recently completed fiscal year.

(f) The owning entity of multiple schools under a common ownership may file financial information with initial or renewal license applications that consists of a single, consolidated financial statement and balance sheet for the corporate entity, as described under (b) of this subsection: *Provided*, That it is accompanied by data extracted therefrom that documents total tuition earnings for each licensee under its common ownership at the close of its most recent fiscal year of operation, or lacking historic data, projects total tuition earnings for a subject school in its first or next completed twelve months of operation.

(4) **Financial references.** The applicant shall furnish the name(s) of one or more bank(s) or other financial institution(s) that may be consulted as financial reference(s) for the entity and school, together with a statement authorizing the agency to verify such information by consulting with the references furnished.

(5) A copy of the applicant's catalog.

(6) A copy of the applicant's enrollment agreement/contract.

(7) Administrators/instructors educational and occupational records, employing qualification forms supplied by the agency for that purpose, evidencing names, Social Security numbers, addresses, phone numbers, positions, education, experience, prior school affiliations, and birthdates.

[Statutory Authority: Chapter 28C.10 RCW. 93-22-034, § 490-100-100, filed 10/28/93, effective 10/28/93; 91-08-029, § 490-100-100, filed 3/29/91, effective 3/29/91; 91-01-056, recodified as § 490-100-100, filed 12/13/90, effective 12/13/90; 87-14-007 (Resolution No. 87-86-4), § 490-800-100, filed 6/22/87; 87-02-019 (Resolution No. 86-81-3), § 490-800-100, filed 12/31/86. Statutory Authority: RCW 28C.10.010 through 28C.10.220. 86-15-075 (Order 86-78-3, Resolution No. 86-78-3), § 490-800-100, filed 7/23/86.]

WAC 490-100-105 Application to operate as agent of private vocational school. (See RCW 28C.10.060.) (1) No person shall act in this state as an agent for a private vocational school for more than thirty calendar days after employment unless the agency has approved the individual's registration as an agent as part of the school's license.

(2) The application shall be in writing, upon forms prepared and supplied by the agency and shall contain at least the following:

(a) The full name, Social Security number, current address, and phone number of the individual applying for registration;

(b) The name, current address, and phone number of the employing school;

- (c) The employment history of the applicant;
- (d) The signatures of the applicant and chief administrative officer of the school.

(3) Each individual applying to be registered under this chapter as an agent shall be considered for all purposes under chapter 28C.10 RCW to be acting as an agent of the licensee designated on his/her application and no person can be independently registered to perform those functions.

(4) In the instance of an individual who applies to represent a private vocational school that is domiciled in another state and does not operate training facility(ies) within Washington state, the application shall be accompanied by the fee in WAC 490-100-120(2).

(5) Each school to whom the agent is registered shall notify the agency in writing within no more than thirty calendar days following the date that the registered agent ceases to perform those services.

(6) Each school shall provide training to a sales agent prior to his/her representing the school in that capacity that includes:

(a) Provisions of the Private Vocational School Act (chapter 28C.10 RCW) and the regulations contained in this chapter;

(b) A detailed review of the school's catalog, enrollment contract, and refund policy;

(c) An organized review of the school's policies and practices governing the ethical conduct of sales agents.

[Statutory Authority: Chapter 28C.10 RCW. 93-22-034, § 490-100-105, filed 10/28/93, effective 10/28/93; 91-08-029, § 490-100-105, filed 3/29/91, effective 3/29/91; 91-01-056, recodified as § 490-100-105, filed 12/13/90, effective 12/13/90; 87-02-019 (Resolution No. 86-81-3), § 490-800-105, filed 12/31/86. Statutory Authority: RCW 28C.10.010 through 28C.10.220. 86-15-075 (Order 86-78-3, Resolution No. 86-78-3), § 490-800-105, filed 7/23/86.]

WAC 490-100-110 Notice of actions by governmental entities or accrediting commissions—Change of circumstances. (See RCW 28C.10.060.) At the time of original and renewal applications, the entity shall present the agency with details of any consent orders with the Federal Trade Commission and notification of any adverse actions which have been taken by any federal or state agencies, including courts or accrediting commissions and shall inform the agency in writing of actions being taken to correct deficiencies cited. Any change of circumstance, including bankruptcy, which would amend information reported in the application for initial license/license renewal form must be filed with the agency within ten calendar days of the change by the chief administrative officer.

[Statutory Authority: Chapter 28C.10 RCW. 91-08-029, § 490-100-110, filed 3/29/91, effective 3/29/91; 91-01-056, recodified as § 490-100-110, filed 12/13/90, effective 12/13/90; 87-02-019 (Resolution No. 86-81-3), § 490-800-110, filed 12/31/86. Statutory Authority: RCW 28C.10.010 through 28C.10.220. 86-15-075 (Order 86-78-3, Resolution No. 86-78-3), § 490-800-110, filed 7/23/86.]

WAC 490-100-120 Fees. (See RCW 28C.10.060(3).) No fee accompanying an application for a license or permit is refundable and no right to license or permit being sought is established or implied through the payment thereof.

(1) Annual fee:

(a) For in-state schools, the annual application fee for licensing is based on total annual tuition income.

(b) For out-of-state schools, the annual application fee for licensing is based on total annual tuition income received from or on behalf of Washington state residents.

(c) Schools not having been in operation prior to the date of their initial licensing shall base their application fee for licensing upon estimated total annual tuition income.

Total Annual Tuition Income	Application Fee
Up to \$25,000	\$ 250
\$25,001 to \$50,000	\$ 500
\$50,001 to \$100,000	\$ 600
\$100,001 to \$250,000	\$ 750
\$250,001 to \$500,000	\$ 1,000
\$500,001 to \$1,000,000	\$ 1,500
\$1,000,001 to \$2,500,000	\$ 2,000
Over \$2,500,001	\$ 2,500

(2) Agents representing out-of-state schools: \$120 annual application fee per agent per school represented.

(3) Fee for late filing of renewal application: \$25 per day for the thirty calendar days prior to the expiration of the current school license;

(4) Loss or destruction of license/auxiliary certificate. Reissuance fee: \$25.

(5) Change of name. Reissuance fee: \$25.

(6) Change of location. Reissuance fee: \$25.

(7) Auxiliary location. Certificate issuance fee: \$25.

[Statutory Authority: Chapter 28C.10 RCW. 93-22-034, § 490-100-120, filed 10/28/93, effective 10/28/93; 91-08-029, § 490-100-120, filed 3/29/91, effective 3/29/91; 91-01-056, recodified as § 490-100-120, filed 12/13/90, effective 12/13/90; 87-02-019 (Resolution No. 86-81-3), § 490-800-120, filed 12/31/86. Statutory Authority: RCW 28C.10.010 through 28C.10.220. 86-15-075 (Order 86-78-3, Resolution No. 86-78-3), § 490-800-120, filed 7/23/86.]

WAC 490-100-130 Financial standards. (See RCW 28C.10.050 (1)(a).) The school must demonstrate that it has sufficient financial resources to:

(1) Fulfill its contracted obligations to students;

(2) Meet all refund obligations incurred under a uniform state-wide cancellation and refund policy as specified in these rules;

(3) Meet the school's operational expenses and maintain its financial obligations;

(4) Make scheduled contributions to the tuition recovery trust fund as required under WAC 490-100-180.

[Statutory Authority: Chapter 28C.10 RCW. 93-22-034, § 490-100-130, filed 10/28/93, effective 10/28/93; 91-08-029, § 490-100-130, filed 3/29/91, effective 3/29/91; 91-01-056, recodified as § 490-100-130, filed 12/13/90, effective 12/13/90; 87-14-007 (Resolution No. 87-86-4), § 490-800-130, filed 6/22/87; 87-02-019 (Resolution No. 86-81-3), § 490-800-130, filed 12/31/86. Statutory Authority: RCW 28C.10.010 through 28C.10.220. 86-15-075 (Order 86-78-3, Resolution No. 86-78-3), § 490-800-130, filed 7/23/86.]

WAC 490-100-135 Admissions standards. (See RCW 28C.10.050 (1)(g).) Prior to enrolling any individual into a program of study each school shall assess in accordance with the following guidelines the appropriate employment prerequisites, basic skills, and relevant aptitudes of each individual applying for enrollment to determine that he/she has the ability to complete and benefit from the program or programs he/she is considering.

(1) Within sixty calendar days following the adoption of this section, each current licensee shall file with the agency a description of the methodology it employs to comply with the requirements under this section and each entity applying to be licensed as a private vocational school under chapter 28C.10 RCW shall include such information in its application. Any subsequent substantive change(s) in the methodology initially submitted shall be reported to the agency no more than fifteen calendar days after such change is adopted.

(2) The individual's ability to benefit shall be measured against current prerequisites for employment in the job objective established for the program, e.g., prior work and health history, driving and arrest records, and evaluations of any applicable physiological factors such as vision acuity, color perception, lifting and weight bearing capabilities, and manual dexterity.

(3) The individual's academic abilities shall be considered adequate to meet learning needs upon demonstration that he/she has earned a high school diploma or General Educational Development (GED) Certificate.

(4) To assess the academic capabilities of individuals applying for admission who have not earned a high school diploma or GED, the school shall adopt or devise a test or tests with the demonstrated capability to:

(a) Validate that the individual possesses skills, competencies, and knowledge that correlates with grades, course or program completion or other measures of success in the program of study, or;

(b) Validate that the individual's academic skills, competencies, and knowledge are at a level equivalent to that of persons completing a high school education;

(c) Provide a periodic, organized review comparing success ratios of accepted students with test cut-off scores and incorporating appropriate cut-off adjustments.

(5) The agency will accept as prima facie evidence of meeting the criteria in subsection (4) of this section a statement by the school indicating that the testing used to determine ability to benefit has been published by the American College Testing Service (ACT) and/or reviewed and approved by the American Council on Education (ACE).

(6) The following must be part of the methodology developed for assessment:

(a) In the event that tests are administered by school officials, evidence that they are being administered as intended by the publisher/test developers;

(b) Information about the test security procedures employed, evidencing that students have no advance information about the exact questions or tasks and that answers cannot be supplied by a third party while completing the test(s);

(c) Information about test scoring procedures employed, evidencing that if tests are scored by school officials the tests are being evaluated as intended by the publisher/test developer;

(d) Information that the test(s) does/do not contain information that is offensive with regard to gender, age, native language, ethnic origin, or handicapping conditions.

(7) Records resulting from the assessment of ability to benefit must be included as a regular part of the records of each entering student.

[Statutory Authority: Chapter 28C.10 RCW. 91-08-029, § 490-100-135, filed 3/29/91, effective 3/29/91.]

WAC 490-100-140 Program standards. (See RCW 28C.10.050 and 28C.10.060.) The school shall design and implement programs that by content and instructional strategies have the capacity to provide educational services that will adequately achieve the stated objectives for which the educational services are offered. In evaluating program offerings, the agency will use as a guideline their comparability, if any, to similar programs leading to similar educational objectives that have been established by other comparable schools.

[Statutory Authority: Chapter 28C.10 RCW. 91-08-029, § 490-100-140, filed 3/29/91, effective 3/29/91; 91-01-056, recodified as § 490-100-140, filed 12/13/90, effective 12/13/90; 87-02-019 (Resolution No. 86-81-3), § 490-800-140, filed 12/31/86. Statutory Authority: RCW 28C.10.010 through 28C.10.220. 86-15-075 (Order 86-78-3, Resolution No. 86-78-3), § 490-800-140, filed 7/23/86.]

WAC 490-100-150 Staff qualifications. (See RCW 28C.10.050 and 28C.10.060.) (1) The education and experience qualifications of administrators, instructional staff, and other personnel shall adequately insure that the students will receive educational services consistent with the stated objectives for which the educational services are offered.

(2) No school licensed under this chapter shall use the services of any administrative or instructional personnel for more than thirty calendar days after their initial employment or following the effective date of this section, whichever shall first occur, without completing and filing with the agency information regarding their qualifications. Such information shall be submitted on forms provided by the agency for that purpose.

(3) Each licensee shall establish and enforce specific written policies setting standards for qualification, supervision, and evaluation of administrators, faculty, and staff. As a minimum, the following qualifications shall be required:

(a) School directors must have at least two years of prior experience in either school or business administration, teaching, or other experience related to their duties within the school's organization;

(b) If the graduated student is required to be licensed, certificated, or rated as a condition to employment in the job objective of a program, an instructor teaching a related class or course must hold or be qualified to hold such a license, certificate, or rating, and must possess at least two years of work experience or two years of postsecondary training in the subject which they instruct, or any equivalent combination of both: *Provided*, That current evidence of being qualified to teach that is issued by a regulatory agency, board, or commission of this or another state is acceptable in lieu of the foregoing;

(c) If a school utilizes any form of teacher assistants, aides, or trainees, it shall establish and maintain policies and practices governing their duties and functions. Such personnel shall provide services to students only under the direct supervision of and shall not substitute for a qualified instructor.

(4) No school licensed under this chapter shall employ administrators, faculty members, or agents, and no persons

shall hold positions of direct authority or control in a licensed school who are not of good moral character and reputation:

(a) The agency may find a person not to be of good moral character and reputation when the person has been convicted of:

- (i) Any felony within the prior seven years;
- (ii) A misdemeanor which involved the illegal use, possession, or sale of a controlled substance; or
- (iii) A misdemeanor that involved any sexual offense.

(b) The agency shall not make a finding that a person is not of good moral character solely for the reason that the person has been convicted of/charged with a felony but shall consider the relationship of the facts which support the conviction/charge and all associated circumstances to the performance of his or her occupational responsibilities with the licensed school and to that school's students.

(c) In making such determinations the agency shall request a letter of recommendation from the employing school and may consider any other related materials submitted by the school and/or affected individual prior to making a finding under this section.

[Statutory Authority: Chapter 28C.10 RCW. 91-08-029, § 490-100-150, filed 3/29/91, effective 3/29/91; 91-01-056, recodified as § 490-100-150, filed 12/13/90, effective 12/13/90; 87-02-019 (Resolution No. 86-81-3), § 490-800-150, filed 12/31/86. Statutory Authority: RCW 28C.10.010 through 28C.10.220. 86-15-075 (Order 86-78-3, Resolution No. 86-78-3), § 490-800-150, filed 7/23/86.]

WAC 490-100-160 Facilities. (See RCW 28C.10.050 and 28C.10.060.) (1) To be licensed under this chapter, the school must have an exact physical location or locations, including in that requirement any auxiliary facility(ies) operated under the provisions of WAC 490-100-035(1).

(2) The physical structure, classrooms, laboratories, faculty and staff accommodations, study and study lounge areas, restroom/sanitary facilities, and heating/ventilation capabilities of the school shall be commensurate in size, accommodations, and condition to meet the purposes of the school and the program objectives. The school must provide a modern and effective learning environment containing enough classroom, laboratory, and shop space for the number of students to be trained.

(3) The school must have evidence available for agency inspection demonstrating that all premises are maintained in compliance with applicable state laws and local ordinances relating to the safety and health of persons on the premises.

[Statutory Authority: Chapter 28C.10 RCW. 91-08-029, § 490-100-160, filed 3/29/91, effective 3/29/91; 91-01-056, recodified as § 490-100-160, filed 12/13/90, effective 12/13/90; 87-02-019 (Resolution No. 86-81-3), § 490-800-160, filed 12/31/86. Statutory Authority: RCW 28C.10.010 through 28C.10.220. 86-15-075 (Order 86-78-3, Resolution No. 86-78-3), § 490-800-160, filed 7/23/86.]

WAC 490-100-170 Equipment and materials. (See RCW 28C.10.050 and 28C.10.060.) Equipment, furniture, instructional devices and aids, machinery and other physical features of the classroom, laboratory, or shop shall be adequate in number and condition to achieve the stated educational objectives of the course. It shall be comparable in number and quality with those used by comparable schools with similar programs and educational objectives,

comparable to that in current use by the appropriate trade, business or profession, and be of sufficient quantity for the number of enrolled students.

[Statutory Authority: Chapter 28C.10 RCW. 93-22-034, § 490-100-170, filed 10/28/93, effective 10/28/93; 91-08-029, § 490-100-170, filed 3/29/91, effective 3/29/91; 91-01-056, recodified as § 490-100-170, filed 12/13/90, effective 12/13/90; 87-02-019 (Resolution No. 86-81-3), § 490-800-170, filed 12/31/86. Statutory Authority: RCW 28C.10.010 through 28C.10.220. 86-15-075 (Order 86-78-3, Resolution No. 86-78-3), § 490-800-170, filed 7/23/86.]

WAC 490-100-180 Tuition recovery trust fund. (See RCW 28C.10.082, and 28C.10.084.) (1) Establishment of fund liability limits. The amount of liability that can be satisfied by this fund on behalf of each individual entity licensed under this chapter shall be based on the following scale:

Total Annual Tuition Income:	Liability Limit:
\$ 0.00 to \$ 50,000	\$ 5,000
\$ 50,001 to \$ 75,000	\$ 7,500
\$ 75,001 to \$ 100,000	\$ 10,000
\$ 100,001 to \$ 150,000	\$ 15,000
\$ 150,001 to \$ 200,000	\$ 20,000
\$ 200,001 to \$ 250,000	\$ 25,000
\$ 250,001 to \$ 350,000	\$ 35,000
\$ 350,001 to \$ 500,000	\$ 50,000
\$ 500,001 to \$ 750,000	\$ 75,000
\$ 750,001 to \$ 1,000,000	\$ 100,000
\$ 1,000,001 to \$ 1,250,000	\$ 125,000
\$ 1,250,001 to \$ 1,500,000	\$ 150,000
\$ 1,500,001 to \$ 1,750,000	\$ 175,000
\$ 1,750,001 to \$ 2,000,000	\$ 200,000
\$ 2,000,001 to \$ 2,250,000	\$ 225,000
\$ 2,250,001 to \$ 2,500,000	\$ 250,000
\$ 2,500,001 to \$ 2,750,000	\$ 275,000

Provided: (a) That the calculation of total annual tuition for a school located outside the state of Washington shall include only that income derived from residents of this state during the entity's preceding fiscal year of operation, as evidenced in the financial statement required by WAC 490-100-100(4); (b) institutions not yet in operation or otherwise lacking a full year's financial data prior to initial licensing, shall have a liability limit calculated on the basis of the total annual tuition estimate that institution supplies under the provisions of WAC 490-100-100(4); (c) no liability established in any circumstance shall be less than five thousand dollars.

(2) Matrices for calculating initial deposits and any assessments necessary under subsection (8) of this section:

Level of Liability (Subsection 1):	Prorated Participatory Share for the First Five Years:
\$ 5,000	\$0.15%
\$ 7,500	\$0.23%
\$ 10,000	\$0.30%
\$ 15,000	\$0.46%
\$ 20,000	\$0.61%
\$ 25,000	\$0.76%
\$ 35,000	\$1.07%
\$ 50,000	\$1.52%
\$ 75,000	\$2.28%
\$ 100,000	\$3.05%
\$ 125,000	\$3.81%
\$ 150,000	\$4.57%
\$ 175,000	\$5.33%
\$ 200,000	\$6.10%
\$ 225,000	\$6.86%

\$ 250,000	\$7.62%
\$ 275,000	\$8.38%
Level of Liability	Prorated Participatory
Subsection (1):	Share for the Second Five Years:
\$ 5,000	\$0.04%
\$ 7,500	\$0.06%
\$ 10,000	\$0.08%
\$ 15,000	\$0.12%
\$ 20,000	\$0.33%
\$ 25,000	\$0.41%
\$ 35,000	\$0.58%
\$ 50,000	\$0.82%
\$ 75,000	\$1.24%
\$ 100,000	\$1.65%
\$ 125,000	\$2.06%
\$ 150,000	\$2.47%
\$ 175,000	\$2.89%
\$ 200,000	\$3.30%
\$ 225,000	\$3.71%
\$ 250,000	\$4.12%
\$ 275,000	\$4.53%

\$ 35,000	\$ 853
\$ 50,000	\$ 1,219
\$ 75,000	\$ 1,828
\$ 100,000	\$ 2,437
\$ 125,000	\$ 3,046
\$ 150,000	\$ 3,656
\$ 175,000	\$ 4,265
\$ 200,000	\$ 4,874
\$ 225,000	\$ 5,483
\$ 250,000	\$ 6,092
\$ 275,000	\$ 6,702

Level of Liability	Schedule 2
Subsection (1):	Semiannual Deposit Required
	for Second Five Years:
\$ 5,000	\$ 61
\$ 7,500	\$ 92
\$ 10,000	\$ 122
\$ 15,000	\$ 183
\$ 20,000	\$ 487
\$ 25,000	\$ 609
\$ 35,000	\$ 853
\$ 50,000	\$ 1,219
\$ 75,000	\$ 1,828
\$ 100,000	\$ 2,437
\$ 125,000	\$ 3,046
\$ 150,000	\$ 3,656
\$ 175,000	\$ 4,265
\$ 200,000	\$ 4,874
\$ 225,000	\$ 5,483
\$ 250,000	\$ 6,092
\$ 275,000	\$ 6,702

(3) Initial deposit. Each entity applying to be initially licensed under this chapter shall submit to the agency in cash, or by check or money order, the following amounts for deposit into the tuition recovery trust fund, those being calculated by application of the matrix displayed under subsection (2) of this section;

Level of Liability	Initial
(Subsection 1):	Deposit:
\$ 5,000	\$ 305
\$ 7,500	\$ 457
\$ 10,000	\$ 609
\$ 15,000	\$ 914
\$ 20,000	\$ 1,219
\$ 25,000	\$ 1,523
\$ 35,000	\$ 2,133
\$ 50,000	\$ 3,046
\$ 75,000	\$ 4,570
\$ 100,000	\$ 6,093
\$ 125,000	\$ 7,616
\$ 150,000	\$ 9,139
\$ 175,000	\$10,663
\$ 200,000	\$12,186
\$ 225,000	\$13,710
\$ 250,000	\$15,233
\$ 275,000	\$16,757

(4) Ten-year contribution schedule. As a condition to remaining licensed under this chapter, each entity shall, commencing six months after the due date of its initial deposit and thereafter, remit to the agency for deposit into the tuition recovery trust fund semiannual payments in cash, or by check or money order in accordance with the following schedule, such amounts being calculated by application of the two matrices and/or formula displayed under subsection (2) of this section to an amount totaling one million dollars; however the calculation of final payment may be adjusted to cover total remittances to equal the total amount of deposit due.

Level of Liability	Schedule 1 Semiannual
(Subsection 1):	Deposit Required for First Five Years:
\$ 5,000	\$ 122
\$ 7,500	\$ 183
\$ 10,000	\$ 244
\$ 15,000	\$ 366
\$ 20,000	\$ 487
\$ 25,000	\$ 609

(5) Transition back into tuition recovery trust fund.

(a) Participants under the fund who completed an assigned schedule of ten semiannual deposits under provisions of RCW 28C.10.084, referenced under subsection (4) of this section as schedule 1, prior to enactment of chapter 445, Laws of 1993, are required thereby to make an additional ten semiannual deposits into the fund under the provisions of schedule 2, as referenced under subsection (4) of this section. The first such deposit under schedule 2 shall be made on or before January 1, 1994. Billings for the correct amount of deposit due shall be created by the agency and mailed to each affected participant prior to December 1, 1993.

(b) Participants under the fund who failed to complete an assigned schedule of ten semiannual deposits under provisions of RCW 28C.10.084, referenced under subsection (4) of this section as schedule 1, prior to the enactment of chapter 445, Laws of 1993, are required to continue making deposits required by schedule 1 until all have been completed. Six months thereafter, such participants shall commence making an additional ten semiannual deposits into the fund under the provisions of schedule 2, as referenced under subsection (4) of this section. Billings for the correct amount of deposit due shall be created by the agency and mailed to each affected participant one month prior to the due date.

(6) The agency will prepare and mail to each licensee semiannual notices of the due dates and amounts of deposits required under subsection (4) of this section. The fee for late filings under WAC 490-100-120(3) of this chapter shall apply to late payments of deposits into the fund for a period cumulating to thirty calendar days. Failure to make a deposit within thirty calendar days is a violation of RCW 28C.10.050 (1)(f).

(7) Each notice conforming to subsection (6) of this section shall include therein at least once each year:

(a) A notation showing the licensee's aggregated prior deposits into the fund;

(b) A notation showing the licensee's balance of remaining payments, based on the most recent deposit received;

(c) A notation showing the cumulated balance existing in the fund at the most recent half-year accounting; and

(d) A summary showing any disbursements made from the fund to satisfy claims in the period since the last such similar summary was disseminated.

(8) Within thirty calendar days after disbursements made to settle claims reduce the operating balance below two hundred thousand dollars until June 30, 1998, or below one million dollars thereafter and recovery of such funds has not been ensured under the provisions of RCW 28C.10.084 (9)(d) and/or (10), the agency shall assess each licensee a pro rata share of an amount required to restore the deficiency created by such disbursements. In making calculations of each respective share the agency shall employ the same percentages of liability established under subsection (2) of this section. In the event that the amount of any single such assessment equals or is less than the semiannual amount of deposit established for a licensee under subsection (4) of this section, the assessment shall be paid within thirty calendar days of notice. In the event any single assessment exceeds the amount of its semiannual deposit, the entity may apply to the agency for a schedule of deferred payments. The agency shall grant such deferrals on application, but in no case shall the time extended exceed one year beyond the date of an assessment.

(9) Funds disbursed to settle claims against a current licensee shall be recovered by the agency under a schedule to be negotiated with the affected entity on a case-by-case basis following such disbursement. To secure deferral of payment more than thirty calendar days after demand for recovery is made, the burden to prove manifest hardship rests on the entity but in no case shall the time extended exceed one year beyond the date of the initial demand notice.

(10) Any award due to claimants with an outstanding balance on federal student loans under Title IV of the Higher Education Act will be disbursed by the agency to the particular federal financial aid program in accordance with federal law. Implementation of this provision will be effected through an interagency agreement with the Northwest Education Loan Association.

[Statutory Authority: Chapter 28C.10 RCW. 93-22-034, § 490-100-180, filed 10/28/93, effective 10/28/93; 91-08-029, § 490-100-180, filed 3/29/91, effective 3/29/91; 91-01-056, recodified as § 490-100-180, filed 12/13/90, effective 12/13/90; 87-14-007 (Resolution No. 87-86-4), § 490-800-180, filed 6/22/87; 87-02-019 (Resolution No. 86-81-3), § 490-800-180, filed 12/31/86. Statutory Authority: RCW 28C.10.010 through 28C.10.220. 86-15-075 (Order 86-78-3, Resolution No. 86-78-3), § 490-800-180, filed 7/23/86.]

WAC 490-100-190 Prohibitions. (See RCW 28C.10.110(11).) (1) In addition to the act, it is deemed an unfair business practice for a private vocational school or agent to:

(a) Advertise, offer, sell, or award any educational credential without requiring the consumer to enroll in and successfully complete a prescribed program of study, as outlined in the school's catalog or brochure;

(b) Sell, discount, or transfer contracts or promissory notes for tuition to third parties without the signed consent of the student or his/her financial sponsors, and a statement notifying all parties that the cancellation and refund policy continues to apply;

(c) Misrepresent to students the availability and/or amount of federal grants/loans potentially available.

(d) Employ the term "accredited" in advertising of any form or manner and/or including that term in any publication(s) unless:

(i) The institution holds a current grant of accreditation;

(ii) The term "accredited" is accompanied with equal prominence by the full name and/or seal of the agency or body from whom the licensee holds a current grant of accreditation; and

(iii) In the event the referenced accrediting agency is not included in the listing of accrediting agencies currently recognized by the United States Secretary of Education under the provisions of the Higher Education Act (Chapter 34 CFR), as amended, the licensee shall, prior to making such a representation, supply the agency with evidence of its grant of accreditation and such other information as the agency may require regarding the nature and scope of the referenced accrediting agency. The agency will approve or disapprove its use.

(2) A school is prohibited under RCW 28C.10.110(3) from advertising in portions of publications devoted to recruiting employees for available jobs — commonly called "help wanted columns": *Provided however*, That a school can advertise under a help wanted classification for the purposes of:

(a) Making an offer of employment for its own bona fide job openings;

(b) Soliciting job opportunities for available graduates.

(c) To establish consistency in the implementation of this section, the following definitions will apply:

(i) "Advertise" means the publishing by a school of information that establishes its identity, location, and nature of course offerings available, and that may or may not contain an offer of training.

(ii) "Help wanted section" means any classified advertising section/subdivision in a publication that contains offers of employment. The particular wording any publication may choose to caption such a section is not material.

(iii) "Newspaper" means a printed publication usually issued daily or weekly, containing news, editorials, advertisements, etc. The proportionate mixture of contents is immaterial. The definition extends, for example, to tabloids such as "nickel-savers" that contain primarily or exclusively advertising. It is not material whether the publication is sold or given away.

(d) For purposes of this section, it is not considered "advertising" if a licensee elects to insert a notice in a "help wanted column" for the purpose of referring the reader to different classified heading in the same issue of the same publication, provided that:

(i) An offer of training is being made by the licensee under an appropriate other section in the same issue of the same publication; and

(ii) Such referral notice contains only the name of the licensee and not its address, telephone number, or description of program(s); and

(iii) The overall size and general appearance of what appears as a notice is consistent with its purpose only to refer readers elsewhere.

(3) A school is prohibited from making offers of training in any form or manner without including therein the full name and/or d/b/a under which it is licensed. Permutations of its name and/or d/b/a such as initials or nicknames can be employed only with prior written permission of the agency.

(4) RCW 28C.10.110(12) makes it an unfair business practice to attempt to recruit students within forty feet of a building that contains a welfare or unemployment office. The term "recruiting" is defined by statute. Other terms employed in the statute are further defined as follows:

(a) The distance of "forty feet from a building" shall be measured in a straight line from any doorway affording public access, extended parallel to the building in all directions along sidewalks or curb lines and extending at right angles to the building into adjacent spaces such as, but not limited to, parking lots. In instances of buildings with multiple entrances, the furthest distant point from any part of the structure that can be determined by the described methodology shall prevail throughout as the minimum distance permitted.

(b) "Welfare or unemployment office" means when applied to state government, buildings offering public access to provide services to clients of:

(i) Employment security department: Employment services division; family independence/opportunities branch; labor exchange branch; and special program branch; and

(ii) Department of social and health services: Children, youth and family services administration; economic and medical services administration; aging and adult services administration; and health and rehabilitative services administration.

(c) In the instance of county and municipal agencies, "welfare or unemployment office" means those buildings offering public access for the purpose of providing shelter, food, employment, health, and social services.

(d) The term "welfare or unemployment office" includes established locations operated by community-based, nonprofit organizations for the purpose of providing shelter, food, employment, health, and social services to disadvantaged populations.

[Statutory Authority: Chapter 28C.10 RCW. 93-22-034, § 490-100-190, filed 10/28/93, effective 10/28/93; 91-01-056, recodified as § 490-100-190, filed 12/13/90, effective 12/13/90; 87-02-019 (Resolution No. 86-81-3), § 490-800-190, filed 12/31/86. Statutory Authority: RCW 28C.10.010 through 28C.10.220. 86-15-075 (Order 86-78-3, Resolution No. 86-78-3), § 490-800-190, filed 7/23/86.]

WAC 490-100-200 Complaints. (See RCW 28C.10.080(5) and 28C.10.120.) (1) To be adjudicated under this chapter, a complaint against a licensee by an eligible former student must be filed no more than one

calendar year following the student's last recorded date of attendance or, in the case of correspondence students, one calendar year following the date on which the school received the most recently submitted test for grading or, if the school ceases to provide educational services, within sixty calendar days of the date it ceases. Such time may be extended by the agency based on a showing that good faith efforts to obtain satisfaction from the school were being pursued by the student during the time elapsed.

(2) The term "a person" used to reference a claimant under RCW 28C.10.120(1) is further defined to mean only such individual(s) who established a fiduciary responsibility through their enrollment in a school or, in the case of a minor, his/her parent or guardian.

(a) No access is provided for private or public agencies, employers, or other entities who contract with a private vocational school to provide services for "a person" or persons.

(b) In any instance where a person established a fiduciary responsibility for only a portion of the contracted costs and was subsidized for the remainder as described under (a) of this subsection, his or her claim will be prorated to recognizing only the unsubsidized amount.

(3) The term "unfair business practices" under RCW 28C.10.120(1) is further defined to mean those practices described under RCW 28C.10.110 and those described as "prohibited" under WAC 490-100-190.

(4) Complaints shall be made in writing on a form provided by the agency requiring the following information:

(a) The complaining party's name, Social Security number, address, and phone number;

(b) School name, address, and phone number;

(c) Nature of complaint, such as, failure to refund tuition, misrepresentation, or other unfair business practice as specified in the act and these rules;

(d) Facts detailing dates of attendance, termination date, date of occurrence, names, addresses and positions of school officials contacted, financial loss, if any, and any other pertinent information;

(e) An explanation of what efforts have been taken to resolve the problem with the school, if any;

(f) Copies of pertinent documents, such as, the enrollment agreement, financial data and payment contracts, catalog, advertisements, etc.

(5) The form supplied shall include instructions related to its filing, information regarding the complainant's rights and responsibilities, and examples of expenses that may qualify for reimbursement.

(6) In determining any losses suffered by a complainant, the agency shall consider the following as eligible costs:

(a) Tuition charges paid to the school;

(b) Registration fees paid to the school as defined under WAC 490-100-040(3);

(c) Costs of transportation;

(d) Costs incurred for purchase of required books, supplies, equipment, uniforms and protective clothing or devices, lab and other user fees or rental charges related to the foregoing; and

(e) Costs incurred for required insurance.

(7) In estimating a student's costs for nontuition expenses related to an educational program, the agency may

employ applicable standard tables developed under Title IV of the Higher Education Act and/or those of the Washington state departments of employment security and social and health services.

(8) Upon receipt of a complaint alleging that an institution has failed or is failing to comply with the provisions of the act or this chapter, the agency shall:

(a) Evaluate the complaint for completeness and to determine eligibility within ten working days after receipt;

(b) Accept or reject the complaint and so notify the complainant;

(c) Forward a bona fide complaint to the school by mail including a copy of the complaint and any attachments received from the complainant;

(d) Investigate the facts supplied by all parties;

(e) Adjudicate the complaint; and

(f) Notify all parties of the determinations and remedies.

(9) The institution is afforded fifteen working days to respond: *Provided*, That the failure by an institution to submit a timely response will be considered by the agency as evidencing that it has no defense to offer:

[Statutory Authority: Chapter 28C.10 RCW. 93-22-034, § 490-100-200, filed 10/28/93, effective 10/28/93; 91-08-029, § 490-100-200, filed 3/29/91, effective 3/29/91; 91-01-056, recodified as § 490-100-200, filed 12/13/90, effective 12/13/90; 87-02-019 (Resolution No. 86-81-3), § 490-800-200, filed 12/31/86. Statutory Authority: RCW 28C.10.010 through 28C.10.220, 86-15-075 (Order 86-78-3, Resolution No. 86-78-3), § 490-800-200, filed 7/23/86.]

WAC 490-100-205 Appeals. (See RCW 28C.10.120 and 34.05.410.) Any entity disputing the following actions may request a hearing pursuant to WAC 490-100-208 and chapter 34.05 RCW:

(1) A denial of an exemption under RCW 28C.10.030(6).

(2) A denial, suspension or revocation of licensing under RCW 28C.10.050.

[Statutory Authority: Chapter 28C.10 RCW. 93-22-034, § 490-100-205, filed 10/28/93, effective 10/28/93; 91-08-029, § 490-100-205, filed 3/29/91, effective 3/29/91; 91-01-056, recodified as § 490-100-205, filed 12/13/90, effective 12/13/90; 87-02-019 (Resolution No. 86-81-3), § 490-800-205, filed 12/31/86.]

WAC 490-100-208 Hearings. (See RCW 28C.10.120.) (1) Any administrative hearing called for under the act or these rules shall be conducted by a designated hearings officer in accordance with the Administrative Procedure Act, chapter 34.05 RCW.

(2) A designated hearings officer shall make findings and conclusions in accordance with the Administrative Procedure Act, chapter 34.05 RCW. The findings, conclusions, and any recommendations for action shall be submitted to the executive director for final action pursuant to RCW 34.05.461.

(3) The executive director may accept or reject, in whole or in part, any recommendations made by the hearings officer, may remand for further findings, or take any other action he or she deems appropriate under the circumstances, pursuant to the provisions of the act and these rules.

[Statutory Authority: Chapter 28C.10 RCW. 93-22-034, § 490-100-208, filed 10/28/93, effective 10/28/93; 91-08-029, § 490-100-208, filed 3/29/91, effective 3/29/91; 91-01-056, recodified as § 490-100-208, filed 12/13/90,

effective 12/13/90; 87-02-019 (Resolution No. 86-81-3), § 490-800-208, filed 12/31/86.]

WAC 490-100-210 Record retention. (See RCW 28C.10.060(4) and 28C.10.160.) (1) Each school shall maintain for a minimum of fifty years from the date of each student's enrollment or until such time that it ceases to be licensed under this chapter; whichever first occurs, student educational records as defined by these rules.

(2) Past and current catalogs, catalog supplements, and errata sheets shall be retained for a period of at least six years from their respective dates of publication.

(3) "Educational records" include, but are not limited to, transcripts that the school shall create on a single page summary for each student, indicating:

(a) The name, address, and telephone number of the school;

(b) Full name, address, and telephone number of the student;

(c) Dates of attendance;

(d) Course of instruction or subjects attempted;

(e) Amount of credit, if any, awarded for each subject;

(f) Grade for each subject completed;

(g) Date of completion, graduation, or termination together with notation of document(s) issued signifying satisfactory completion, if achieved (degree, diploma, certificate conferred);

(h) If terminated, the reason(s) therefor;

(i) Signature and title of the certifying officer; and

(j) Date that transcript is prepared.

(4) "Financial records" include, but are not limited to, the following and are to be retained for no less than six years from the student's date of enrollment:

(a) Signed and completed enrollment agreements and other contracts;

(b) The student's payment record.

(5) Financial aid records related to Title IV student financial assistance are not under state jurisdiction, but should be retained in accordance with appropriate federal regulations.

(6) Schools shall maintain for a minimum of at least one year from date of publication or airing a true and legible copy of all newspaper ads and direct mail solicitations together with written or taped transcripts of all broadcast and television advertising purchased in that period.

(7) Each school must provide, upon request, transcripts described under subsection (3) of this section to students who have satisfied all financial obligations currently due and payable directly to the school.

[Statutory Authority: Chapter 28C.10 RCW. 93-22-034, § 490-100-210, filed 10/28/93, effective 10/28/93; 91-08-029, § 490-100-210, filed 3/29/91, effective 3/29/91; 91-01-056, recodified as § 490-100-210, filed 12/13/90, effective 12/13/90; 87-02-019 (Resolution No. 86-81-3), § 490-800-210, filed 12/31/86. Statutory Authority: RCW 28C.10.010 through 28C.10.220, 86-15-075 (Order 86-78-3, Resolution No. 86-78-3), § 490-800-210, filed 7/23/86.]

WAC 490-100-220 School closing/change of status. (See RCW 28C.10.060(4); 28C.10.084(9); and 28C.10.160.)

(1) "Ceases to provide educational services" means that a stoppage of training has occurred because:

(a) Facilities are rendered continuously unusable for a period of thirty calendar days or more; or

(b) Faculty or qualified substitute(s) assigned to a specific class(es) are not available or otherwise fail to perform instructional duties for five or more successive days of scheduled instruction; or

(c) Bankruptcy proceedings or other financial emergency(ies) occur with effect lasting for five or more successive days of scheduled instruction; or

(d) Adverse action has been taken by a federal, state, or local jurisdiction(s) with an effect lasting five or more successive days of scheduled instruction.

(2) The school shall make plans and take measures to protect the contractual rights of present and former students if it ceases to provide educational services to its students. A school going out of business shall return its license certificate to the agency within ten calendar days upon cessation of instruction or expiration of its license, whichever comes first.

(3) A school which ceases to provide educational services to its students, either voluntarily or involuntarily, shall:

(a) Inform the agency of this action immediately by the most expeditious means available, confirming such information thereafter by certified mail within three business days;

(b) Give the name, address, and telephone number of the person who will be responsible for fulfilling the requirements of this section;

(c) Provide the agency with the name, Social Security number, address, and telephone number, and the name and cost of tuition and charges for the course of instruction for each student who has not completed the course;

(d) Provide information on the amount of class time left for each student to complete the course; the total amount of tuition and fees paid by each student for any program terminated due to the school's ceasing to provide educational services; and if the tuition and fees were paid through federal student aid, grants, or loans, the amount and type of aid, grant, or loan;

(e) Prepare and distribute to all enrolled students no less than three business days prior to cessation of providing services, a written notice explaining the procedures students are to follow to secure refunds or continue their education and furnish a copy of such notice within three business days to the agency;

(f) File with the agency procedures for disbursement of refunds to students and set a date no longer than thirty calendar days from the last day of instruction to issue refund checks in the full amount for which students are entitled.

(4) If students are receiving instruction prior to the school's ceasing to provide educational services, the school shall file with the agency its plans if any, for teach-out; insuring that all affected students will continue to receive training of the same quality and content as that for which they contracted:

(a) Arrangements for teaching out students made with a public or other licensed private school shall be filed with the agency;

(b) The agency shall verify that students transferring will receive the same kind of program and instructional services as those for which they contracted.

(5) Unless the student agrees in writing to comparable training, a school that ceases to provide educational services shall make pro rata refunds to the student or his/her parent, guardian or sponsor based on a day-by-day proportion of the services provided compared to the total length of the program.

[Statutory Authority: Chapter 28C.10 RCW. 91-08-029, § 490-100-220, filed 3/29/91, effective 3/29/91; 91-01-056, recodified as § 490-100-220, filed 12/13/90, effective 12/13/90; 87-02-019 (Resolution No. 86-81-3), § 490-800-220, filed 12/31/86. Statutory Authority: RCW 28C.10.010 through 28C.10.220. 86-15-075 (Order 86-78-3, Resolution No. 86-78-3), § 490-800-220, filed 7/23/86.]

WAC 490-100-230 Declaratory rulings. (See RCW 28C.10.080(5), 28C.10.120, and 34.05.240.) As prescribed by RCW 34.05.240, any interested person may petition the agency's executive director or his/her designee for a declaratory ruling. The agency or executive director shall consider the petition and within a reasonable time shall:

(1) Issue a nonbinding declaratory ruling;

(2) Notify the person that no declaratory ruling is to be issued;

(3) Set a reasonable time and place for a hearing or the submission of written evidence upon the matter, and give reasonable notification to the person of the time and place for such hearing or submission and of the issues involved; or

(4) If a hearing is held or evidence is submitted as provided in subsection (3) of this section, the agency or executive director may issue a binding declaratory rule in addition to options in subsections (1) and (2) of this section.

[Statutory Authority: Chapter 28C.10 RCW. 91-01-056, recodified as § 490-100-230, filed 12/13/90, effective 12/13/90; 87-02-019 (Resolution No. 86-81-3), § 490-800-230, filed 12/31/86. Statutory Authority: RCW 28C.10.010 through 28C.10.220. 86-15-075 (Order 86-78-3, Resolution No. 86-78-3), § 490-800-230, filed 7/23/86.]

WAC 490-100-240 Declaratory rulings—Forms. (See RCW 34.05.240 (annotated).) The form for petitioning the agency for a declaratory judgment shall be substantially similar to that found in RCW 34.05.240 (annotated).

[Statutory Authority: Chapter 28C.10 RCW. 91-01-056, recodified as § 490-100-240, filed 12/13/90, effective 12/13/90. Statutory Authority: RCW 28C.10.010 through 28C.10.220. 86-15-075 (Order 86-78-3, Resolution No. 86-78-3), § 490-800-240, filed 7/23/86.]

WAC 490-100-250 Degree-granting private vocational schools—Applicable rules. (See RCW 28C.10.040(4).) (1) Nondegree programs offered by degree-granting private vocational schools shall be regulated pursuant to the terms of an interagency agreement executed between the higher education coordinating board and the work force training and education coordinating board. Copies of said agreement are available from either agency on request.

[Statutory Authority: RCW 28C.10.040(2). 93-06-006, § 490-100-250, filed 2/18/93, effective 2/18/93. Statutory Authority: Chapter 28C.10 RCW. 91-08-029, § 490-100-250, filed 3/29/91, effective 3/29/91; 91-01-056, recodified as § 490-100-250, filed 12/13/90, effective 12/13/90; 87-14-007 (Resolution No. 87-86-4), § 490-800-250, filed 6/22/87; 87-02-019 (Resolution No. 86-81-3), § 490-800-250, filed 12/31/86.]

Chapter 490-276 WAC
ACCESS TO PUBLIC RECORDS

WAC

490-276-010	Purpose.
490-276-020	Definitions.
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490-276-040	Operations and procedures.
490-276-050	Public records available.
490-276-060	Public records officer.
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490-276-110	Review of denials of public records requests.
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490-276-130	Records index.
490-276-140	Adoption of form.

WAC 490-276-010 Purpose. The purpose of this chapter is to ensure that the work force training and education coordinating board complies with the provisions of chapter 42.17 RCW dealing with public records.

[Statutory Authority: Chapter 28C.18 RCW. 93-06-005, § 490-276-010, filed 2/18/93, effective 2/18/93.]

WAC 490-276-020 Definitions. (1) "Public record" includes any writing containing information relating to the conduct of government or the performance of any governmental or proprietary function prepared, owned, used, or retained by any state or local agency regardless of physical form or characteristics.

(2) "Writing" means handwriting, typewriting, printing, photostating, photographing, and every other means of recording any form of communication or representation, including but not limited to, letters, words, pictures, sounds or symbols, combination thereof, and all papers, maps, magnetic or paper tapes, photographic files and prints, motion picture, film and video recordings, magnetic or punched cards, disks, drums, diskettes, sound recordings, and other documents including existing data compilations from which information may be obtained or translated.

(3) "The work force training and education coordinating board" is an agency organized by statute pursuant to RCW 28C.18.020 and shall hereafter be referred to as the "board." Where appropriate, the term "board" also refers to the staff and employees of the board.

[Statutory Authority: Chapter 28C.18 RCW. 93-06-005, § 490-276-020, filed 2/18/93, effective 2/18/93.]

WAC 490-276-030 Description of the work force training and education coordinating board. (1) The work force training and education coordinating board is a state agency established and organized under the authority of chapter 28C.18 RCW for the purpose of implementing the work force training and education responsibilities established by the legislature in RCW 28C.18.060. The administrative office of the board is located at Building 17, Airdustrial Park, within the city of Olympia, Washington.

(2) The board employs an executive director and other employees as designated by the executive director. A detailed description of the administrative organization of the

agency is contained within the *Policies and Procedures Manual* for the work force training and education coordinating board, a current copy of which is available for inspection at the administrative office of the board.

[Statutory Authority: Chapter 28C.18 RCW. 93-06-005, § 490-276-030, filed 2/18/93, effective 2/18/93.]

WAC 490-276-040 Operations and procedures. (1) Formal decision-making procedures are established by the board through rules promulgated in accordance with the requirements of chapter 34.05 RCW, the Administrative Procedure Act.

(2) Informal decision-making procedures of the agency are set forth in the *Policies and Procedures Manual* referred to under WAC 490-276-030(2).

[Statutory Authority: Chapter 28C.18 RCW. 93-06-005, § 490-276-040, filed 2/18/93, effective 2/18/93.]

WAC 490-276-050 Public records available. All public records of the board, as defined in this chapter, are deemed to be available for public inspection and copying pursuant to these rules, except as otherwise provided by RCW 42.17.310, 41.17.315, or other statutes.

[Statutory Authority: Chapter 28C.18 RCW. 93-06-005, § 490-276-050, filed 2/18/93, effective 2/18/93.]

WAC 490-276-060 Public records officer. The board's public records shall be in the charge of the public records officer designated by the executive director of the board and shall be located in the board administrative office. The public records officer shall be responsible for the following: Implementation of the board's rules regarding release of public records, coordinating board employees in this regard, and generally ensuring compliance by board employees with the public records disclosure requirements in chapter 42.17 RCW.

[Statutory Authority: Chapter 28C.18 RCW. 93-06-005, § 490-276-060, filed 2/18/93, effective 2/18/93.]

WAC 490-276-070 Office hours. Public records shall be available for inspection and copying during the customary office hours of the board. For purposes of this chapter, the customary office hours shall be from eight o'clock a.m. to noon and from one o'clock p.m. to five o'clock p.m., Monday through Friday, excluding legal holidays.

[Statutory Authority: Chapter 28C.18 RCW. 93-06-005, § 490-276-070, filed 2/18/93, effective 2/18/93.]

WAC 490-276-080 Requests for public records. In accordance with the requirements of RCW 42.17.290 that agencies prevent unreasonable invasions of privacy, protect public records from damage or disorganization, and prevent excessive interference with essential functions of the agency, public records are only obtainable by members of the public when those members of the public comply with the following procedures:

(1) A request shall be made in writing upon a form prescribed by the board which shall be available at the board's administrative office. The form shall be presented to the public records officer or, if the public records officer

is not available, to any member of the board's staff at the board administrative office during customary office hours. The request shall include the following information:

- (a) The name of the person requesting the record;
- (b) The time of day and calendar date on which the request was made;
- (c) The nature of the request;
- (d) If the matter requested is referenced within the current index maintained by the public records officer, a reference to the requested record as it is described in such current index; and
- (e) If the requested matter is not identifiable by reference to the current index, an appropriate description of the record requested.

(2) In all cases in which a member of the public is making a request, it shall be the obligation of the public records officer, or person to whom the request is made, to assist the member of the public in succinctly identifying the public record requested.

[Statutory Authority: Chapter 28C.18 RCW. 93-06-005, § 490-276-080, filed 2/18/93, effective 2/18/93.]

WAC 490-276-090 Copying. No fee shall be charged for the inspection of public records. The board may impose a reasonable charge for providing copies of public records and for the use by any person of agency equipment to copy public records as provided by RCW 42.17.300. Such charges shall not exceed the amount necessary to reimburse the board for its actual costs incident to such copying. No person shall be released a record so copied until and unless the person requesting the copied public record has tendered payment for such copying to the appropriate board official. All charges must be paid by money order, cashier's check, or cash in advance.

[Statutory Authority: Chapter 28C.18 RCW. 93-06-005, § 490-276-090, filed 2/18/93, effective 2/18/93.]

WAC 490-276-100 Determination regarding exempt records. (1) The board reserves the right to determine that a public record requested in accordance with the procedures outlined in WAC 490-276-080 is exempt pursuant to the provisions set forth in RCW 42.17.310, 42.17.315, or other statute. Such determination may be made in consultation with the public records officer, the executive director of the board, or an assistant attorney general assigned to the board.

(2) Pursuant to RCW 42.17.260, the board reserves the right to delete identifying details when it makes available or publishes any public record when there is reason to believe that disclosure of such details would be an unreasonable invasion of personal privacy or impair a vital governmental interest: *Provided, However*, in each case, the justification for the deletion shall be explained fully in writing.

(3) Response to requests for a public record must be made promptly. For the purposes of this section, a prompt response occurs if the person requesting the public record is notified within five business days as to whether his request for a public record will be honored.

(4) All denials of a request for public records must be accompanied by a written statement, signed by the public records officer or his/her designee, specifying the reason for

the denial, a statement of the specific exemption authorizing the withholding of the record, and a brief explanation of how the exemption applies to the public record withheld.

[Statutory Authority: Chapter 28C.18 RCW. 93-06-005, § 490-276-100, filed 2/18/93, effective 2/18/93.]

WAC 490-276-110 Review of denials of public records requests. (1) Any person who objects to the denial of a request for a public record may petition for prompt review of such decision by tendering a written request for review. The written request shall specifically refer to the written statement which constituted or accompanied the denial.

(2) The written request by a person demanding prompt review of a decision denying a public record shall be submitted to the executive director of the board, or his or her designee.

(3) Within two business days after receiving the written request by a person petitioning for a prompt review of a decision denying a public record, the executive director of the board, or his or her designee, shall complete such review.

(4) During the course of the review the executive director, or his or her designee, shall consider the obligations of the board to comply with the intent of chapter 42.17 RCW insofar as it requires providing full public access to official records, but shall also consider the exemptions provided in RCW 42.17.310 or other pertinent statutes, and the provisions of the statute which require the board to protect public records from damage or disorganization, prevent excessive interference with essential functions of the agency, and prevent any unreasonable invasion of personal privacy by deleting identifying details.

[Statutory Authority: Chapter 28C.18 RCW. 93-06-005, § 490-276-110, filed 2/18/93, effective 2/18/93.]

WAC 490-276-120 Protection of public records. Requests for public records shall be made at the administrative office of the board in Olympia, Washington. Public records and a facility for their inspection will be provided by the public records officer. Such records shall not be removed from the place designated. Copies of such records may be arranged according to the provisions of WAC 490-276-090.

[Statutory Authority: Chapter 28C.18 RCW. 93-06-005, § 490-276-120, filed 2/18/93, effective 2/18/93.]

WAC 490-276-130 Records index. (1) The board has available for the use of all persons a current index which provides identifying information as to the following records issued, adopted, or promulgated after September 1, 1991:

(a) Final opinions, including concurring and dissenting opinions, as well as orders, made in the adjudication of cases;

(b) Those statements of policy and interpretations of policy, statute, and the constitution which have been adopted by the agency;

(c) Administrative staff manuals and instructions to staff that affect a member of the public;

(d) Planning policies and goals, and interim and final planning decisions;

(e) Factual staff reports and studies, factual consultant's reports and studies, scientific reports and studies, and any other factual information derived from tests, studies, reports, or surveys, whether conducted by public employees or others; and

(f) Correspondence, and materials referred to therein, by and with the agency relating to any regulatory, supervisory, or enforcement responsibilities of the agency, whereby the agency determines, or opines upon, or is asked to determine or opine upon, the rights of the state, the public, a subdivision of state government, or of any private party.

(2) The current index maintained by the board shall be available to all persons under the same rules and on the same conditions as are applied to public records available for inspection.

[Statutory Authority: Chapter 28C.18 RCW. 93-06-005, § 490-276-130, filed 2/18/93, effective 2/18/93.]

WAC 490-276-140 Adoption of form. The agency has adopted and makes available a form for use by all persons requesting inspection and/or copying or copies of its public records. The form is available in the administrative office of the work force training and education coordinating board in Olympia.

[Statutory Authority: Chapter 28C.18 RCW. 93-06-005, § 490-276-140, filed 2/18/93, effective 2/18/93.]

Chapter 490-325A WAC

STATE ENVIRONMENTAL POLICY ACT RULES

WAC

490-325A-010 Implementation of State Environmental Policy Act.

WAC 490-325A-010 Implementation of State Environmental Policy Act. (1) It shall be the policy of the work force training and education coordinating board that all actions taken by the board shall comply with the provisions of chapter 43.21C RCW (the State Environmental Policy Act), chapters 197-11 and 132-24 WAC.

(2) The executive director of the board, or his or her designee, shall be responsible for administering and implementing this policy.

[Statutory Authority: Chapters 43.12C, 28C.18 RCW and chapters 197-11 and 132-34 WAC. 93-22-033, § 490-325A-010, filed 10/28/93, effective 10/28/93.]

Chapter 490-500 WAC

VOCATIONAL REHABILITATION AND SERVICES FOR INDIVIDUALS WITH DISABILITIES

WAC

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490-500-615	Independent living program—Economic need and comparable services and benefits.		
490-500-620	Independent living program—Written independent living plan.	490-500-145	Criteria for selection of service—Individualized, written extended evaluation plan. [Statutory Authority: RCW 74.29.025. 90-11-114 (Order 2982), § 490-500-145, filed 5/22/90, effective 6/22/90. Statutory Authority: RCW 28A.10.025. 79-04-064 (Order 1383), § 490-500-145, filed 3/28/79; Order 1050, § 490-500-145, filed 8/29/75; Order 775, § 490-500-145, filed 3/1/73.] Repealed by 95-04-050 (Order 3830), filed 1/25/95, effective 2/25/95. Statutory Authority: RCW 74.29.025.
490-500-622	Independent living program—Independent living services.		
490-500-625	Independent living program—Termination.		
490-500-627	Independent living program—Client records.		
490-500-630	Statewide independent living council.		
490-500-635	State rehabilitation advisory council.		
DISPOSITION OF SECTIONS FORMERLY CODIFIED IN THIS CHAPTER			
490-500-020	Preliminary diagnostic study. [Order 1050, § 490-500-020, filed 8/29/75; Order 775, § 490-500-020, filed 3/1/73.] Repealed by 95-04-050 (Order 3830), filed 1/25/95, effective 2/25/95. Statutory Authority: RCW 74.29.025.	490-500-150	Acceptability for services—Certification of acceptance. [Order 775, § 490-500-150, filed 3/1/73.] Repealed by Order 1050, filed 8/29/75.
490-500-060	Criteria for the severely handicapped. [Statutory Authority: RCW 28A.10.025. 83-17-100 (Order 2004), § 490-500-060, filed 8/23/83; Order 1050, § 490-500-060, filed 8/29/75.] Repealed by 95-04-050 (Order 3830), filed 1/25/95, effective 2/25/95. Statutory Authority: RCW 74.29.025.	490-500-155	Acceptability for services—Certification of nonacceptance. [Order 775, § 490-500-155, filed 3/1/73.] Repealed by Order 1050, filed 8/29/75.
490-500-075	Extended evaluation—Eligibility criteria. [Order 1050, § 490-500-075, filed 8/29/75; Order 775, § 490-500-075, filed 3/1/73.] Repealed by 95-04-050 (Order 3830), filed 1/25/95, effective 2/25/95. Statutory Authority: RCW 74.29.025.	490-500-160	Acceptability for services—Notice to applicant. [Order 775, § 490-500-160, filed 3/1/73.] Repealed by Order 1050, filed 8/29/75.
490-500-077	Certification for extended evaluation to determine rehabilitation potential. [Order 1050, § 490-500-077, filed 8/29/75.] Repealed by 95-04-050 (Order 3830), filed 1/25/95, effective 2/25/95. Statutory Authority: RCW 74.29.025.	490-500-250	Vocational rehabilitation plan. [Order 775, § 490-500-250, filed 3/1/73.] Repealed by Order 1050, filed 8/29/75.
490-500-085	Extended evaluation—Services provided. [Order 1050, § 490-500-085, filed 8/29/75; Order 775, § 490-500-085, filed 3/1/73.] Repealed by 95-04-050 (Order 3830), filed 1/25/95, effective 2/25/95. Statutory Authority: RCW 74.29.025.	490-500-255	Thorough diagnostic study. [Order 1050, § 490-500-255, filed 8/29/75; Order 775, § 490-500-255, filed 3/1/73.] Repealed by 95-04-050 (Order 3830), filed 1/25/95, effective 2/25/95. Statutory Authority: RCW 74.29.025.
490-500-090	Extended evaluation—Services not provided. [Order 775, § 490-500-090, filed 3/1/73.] Repealed by 95-04-050 (Order 3830), filed 1/25/95, effective 2/25/95. Statutory Authority: RCW 74.29.025.	490-500-280	Individualized, written rehabilitation plan—Termination. [Statutory Authority: RCW 74.29.025. 90-11-114 (Order 2982), § 490-500-280, filed 5/22/90, effective 6/22/90; Order 1050, § 490-500-280, filed 8/29/75; Order 775, § 490-500-280, filed 3/1/73.] Repealed by 95-04-050 (Order 3830), filed 1/25/95, effective 2/25/95. Statutory Authority: RCW 74.29.025.
490-500-095	Extended evaluation—Duration and scope of services. [Order 1050, § 490-500-095, filed 8/29/75; Order 775, § 490-500-095, filed 3/1/73.] Repealed by 95-04-050 (Order 3830), filed 1/25/95, effective 2/25/95. Statutory Authority: RCW 74.29.025.	490-500-340	Criteria for selection of service—Individualized, written rehabilitation plan. [Statutory Authority: RCW 74.29.025. 90-11-114 (Order 2982), § 490-500-340, filed 5/22/90, effective 6/22/90.] Repealed by 95-04-050 (Order 3830), filed 1/25/95, effective 2/25/95. Statutory Authority: RCW 74.29.025.
490-500-100	Extended evaluation—Assessment. [Order 1050, § 490-500-100, filed 8/29/75; Order 775, § 490-500-100, filed 3/1/73.] Repealed by 95-04-050 (Order 3830), filed 1/25/95, effective 2/25/95. Statutory Authority: RCW 74.29.025.	490-500-355	Vocational rehabilitation services provided—Evaluation and diagnosis. [Order 775, § 490-500-355, filed 3/1/73.] Repealed by Order 1050, filed 8/29/75.
490-500-105	Extended evaluation—Revision of program. [Order 1050, § 490-500-105, filed 8/29/75; Order 775, § 490-500-105, filed 3/1/73.] Repealed by 95-04-050 (Order 3830), filed 1/25/95, effective 2/25/95. Statutory Authority: RCW 74.29.025.	490-500-360	Vocational rehabilitation services provided—Evaluation and diagnosis—Medical. [Order 775, § 490-500-360, filed 3/1/73.] Repealed by Order 1050, filed 8/29/75.
490-500-110	Extended evaluation—Termination. [Statutory Authority: RCW 74.29.025. 84-18-023 (Order 2146), § 490-500-110, filed 8/29/84; Order 1050, § 490-500-110, filed 8/29/75; Order 775, § 490-500-110, filed 3/1/73.] Repealed by 95-04-050 (Order 3830), filed 1/25/95, effective 2/25/95. Statutory Authority: RCW 74.29.025.	490-500-365	Vocational rehabilitation services provided—Evaluation and diagnosis—Psychological and psychiatric. [Order 775, § 490-500-365, filed 3/1/73.] Repealed by Order 1050, filed 8/29/75.
490-500-120	Certification of termination of extended evaluation and notice. [Statutory Authority: RCW 74.29.025. 84-18-023 (Order 2146), § 490-500-120, filed 8/29/84; Order 1050, § 490-500-120, filed 8/29/75; Order 775, § 490-500-120, filed 8/1/73.] Repealed by 95-04-050 (Order 3830), filed 1/25/95, effective 2/25/95. Statutory Authority: RCW 74.29.025.	490-500-370	Vocational rehabilitation services provided—Evaluation and diagnosis—Social. [Order 775, § 490-500-370, filed 3/1/73.] Repealed by Order 1050, filed 8/29/75.
490-500-140	Accepted for regular services. [Order 1050, § 490-500-140, filed 8/29/75; Order 775, § 490-500-140, filed 3/1/73.] Repealed by 79-04-064 (Order 1383), filed 3/28/79. Statutory Authority: RCW 28A.10.025.	490-500-375	Vocational rehabilitation services provided—Evaluation and diagnosis—Vocational. [Order 775, § 490-500-375, filed 3/1/73.] Repealed by Order 1050, filed 8/29/75.
		490-500-387	Vocational rehabilitation services—Public safety officer. [Order 1050, § 490-500-387, filed 8/29/75.] Repealed by 90-11-114 (Order 2982), filed 5/22/90, effective 6/22/90. Statutory Authority: RCW 74.29.025.
		490-500-395	Vocational rehabilitation services—Training—College. [Order 1050, § 490-500-395, filed 8/29/75; Order 775, § 490-500-395, filed 3/1/73.] Repealed by 95-04-050 (Order 3830), filed 1/25/95, effective 2/25/95. Statutory Authority: RCW 74.29.025.
		490-500-400	Vocational rehabilitation services provided—Training—Trade schools. [Order 775, § 490-500-400, filed 3/1/73.] Repealed by 95-04-050 (Order 3830), filed 1/25/95, effective 2/25/95. Statutory Authority: RCW 74.29.025.
		490-500-405	Vocational rehabilitation services provided—On-the-job training (OJT). [Statutory Authority: RCW 74.29.025. 90-11-114 (Order 2982), § 490-500-405, filed 5/22/90, effective 6/22/90; Order 775, § 490-500-405, filed 3/1/73.] Repealed by 95-04-050 (Order 3830), filed 1/25/95, effective 2/25/95. Statutory Authority: RCW 74.29.025.

- 490-500-410 Vocational rehabilitation services—Training—Sheltered workshop. [Order 1050, § 490-500-410, filed 8/29/75; Order 775, § 490-500-410, filed 3/1/73.] Repealed by 95-04-050 (Order 3830), filed 1/25/95, effective 2/25/95. Statutory Authority: RCW 74.29.025.
- 490-500-415 Vocational rehabilitation services—Training materials. [Statutory Authority: RCW 74.29.025. 90-11-114 (Order 2982), § 490-500-415, filed 5/22/90, effective 6/22/90; Order 1050, § 490-500-415, filed 8/29/75; Order 775, § 490-500-415, filed 3/1/73.] Repealed by 95-04-050 (Order 3830), filed 1/25/95, effective 2/25/95. Statutory Authority: RCW 74.29.025.
- 490-500-417 Vocational rehabilitation services—Independent living. [Statutory Authority: RCW 74.29.025. 90-11-114 (Order 2982), § 490-500-417, filed 5/22/90, effective 6/22/90.] Repealed by 95-04-050 (Order 3830), filed 1/25/95, effective 2/25/95. Statutory Authority: RCW 74.29.025.
- 490-500-425 Vocational rehabilitation services—Placement. [Order 1050, § 490-500-425, filed 8/29/75; Order 775, § 490-500-425, filed 3/1/73.] Repealed by 95-04-050 (Order 3830), filed 1/25/95, effective 2/25/95. Statutory Authority: RCW 74.29.025.
- 490-500-440 Vocational rehabilitation services provided—Interpreter services for deaf. [Order 775, § 490-500-440, filed 3/1/73.] Repealed by 95-04-050 (Order 3830), filed 1/25/95, effective 2/25/95. Statutory Authority: RCW 74.29.025.
- 490-500-535 Termination of services—Refusal to accept services. [Order 775, § 490-500-535, filed 3/1/73.] Repealed by Order 1050, filed 8/29/75.
- 490-500-540 Completion of vocational rehabilitation program. [Order 1050, § 490-500-540, filed 8/29/75; Order 775, § 490-500-540, filed 3/1/73.] Repealed by 95-04-050 (Order 3830), filed 1/25/95, effective 2/25/95. Statutory Authority: RCW 74.29.025.
- 490-500-550 Confidential information—Disclosure. [Order 1050, § 490-500-550, filed 8/29/75; Order 775, § 490-500-550, filed 3/1/73.] Repealed by 95-04-050 (Order 3830), filed 1/25/95, effective 2/25/95. Statutory Authority: RCW 74.29.025.
- 490-500-570 Fair hearing—Adjudicative proceeding. [Statutory Authority: RCW 74.29.025. 90-11-114 (Order 2982), § 490-500-570, filed 5/22/90, effective 6/22/90; 86-12-050 (Order 2385), § 490-500-570, filed 6/3/86. Statutory Authority: RCW 28A.10.025. 82-12-069 (Order 1821), § 490-500-570, filed 6/2/82; Order 1050, § 490-500-570, filed 8/29/75; Order 775, § 490-500-570, filed 3/1/73.] Repealed by 95-04-050 (Order 3830), filed 1/25/95, effective 2/25/95. Statutory Authority: RCW 74.29.025.
- 490-500-610 Independent living program—Order of selection. [Statutory Authority: RCW 74.29.025. 90-11-114 (Order 2982), § 490-500-610, filed 5/22/90, effective 6/22/90.] Repealed by 95-11-047 (Order 3849), filed 5/10/95, effective 6/10/95. Statutory Authority: RCW 74.29.025.

WAC 490-500-005 Definitions. (1) "Accepted for services" means the division determines the following conditions are met and the division may provide rehabilitation services to an applicant:

(a) The division has certified the applicant as eligible to receive rehabilitation services; and

(b) The division has sufficient funds, personnel, facilities, and other resources to undertake and complete the rehabilitation of the client.

(2) "Act" means the Rehabilitation Act of 1973, including subsequent amendments.

(3) "Applicant" means an individual submitting an application or letter to the division requesting rehabilitation services.

(4) "Assessment for determining eligibility and rehabilitation needs" means, to the extent needed, in each case:

(a) A review of existing data and personal information to determine eligibility and to assign priority when the state is under an order of selection;

(b) A comprehensive assessment to determine an individual's vocational goal and those services which may be necessary to help the individual achieve an employment outcome; and

(c) Any other rehabilitation services necessary to determine an individual's rehabilitation needs.

(5) "Client" means an individual with a disability:

(a) Who has applied for rehabilitation services from the division; and

(b) For whom the division has not denied or terminated services.

(6) "Client assistance program" means the program to provide assistance in informing and advising all clients and applicants of all available benefits under the act, and to assist and advocate for such clients or applicants in their relationships with projects, programs, and facilities providing services under the act.

(7) "Client's representative" means the client's legal guardian, parent when the client is an unemancipated minor, or other legal representative, or a client-selected representative or advocate.

(8) "Community rehabilitation program" means an entity certified to:

(a) Provide specific rehabilitation services to clients; and

(b) Maximize opportunities for employment, including career advancement.

(9) "Comparable services and benefits" means services or resources available under federal, state, or local programs, other than from the division, which help the client achieve rehabilitation objectives.

(10) "Department" means the department of social and health services.

(11) "Director" means the director of the division of vocational rehabilitation.

(12) "Division" means the division of vocational rehabilitation of the department of social and health services.

(13) "Eligible" or "eligibility," when used in relation to an individual's qualification for vocational rehabilitation services, means a certification by the division that the individual:

(a) Has a physical, mental, or sensory impairment which for such individual constitutes or results in a substantial impediment to employment;

(b) Can benefit in terms of an employment outcome from vocational rehabilitation services; and

(c) Requires one or more primary vocational rehabilitation services to prepare for, enter into, engage in, or retain gainful employment.

(14) "Eligible" or "eligibility" for the independent living program means an individual with a severe physical, mental, or sensory impairment whose ability to function independently in the family or community is substantially limited and for whom the delivery of independent living services will improve the ability to function, continue functioning, or move toward functioning independently in the family or community.

(15) "Employment outcome" means, with respect to an individual, entering or retaining full-time or, if appropriate, part-time competitive employment in integrated settings or

any other employment outcome designated by the rehabilitation services administration commissioner.

(16) "Family member" or "member of the family" means:

(a) Any spouse or relative, by blood, adoption, or marriage, of a client; and

(b) Other individuals residing in the same household with whom the client has a close interpersonal relationship.

(17) "Independent living program" means those services and activities authorized under Title VII of the Rehabilitation Act, as amended.

(18) "Independent living services" means goods or services provided to a client which improve the individual's ability to function, continue functioning, or move toward functioning in family or community.

(19) "Individual with a disability" means an individual who:

(a) Has a physical, mental, or sensory impairment which for such individual constitutes or results in a substantial impediment to employment; and

(b) Can benefit in terms of an employment outcome from the provision of rehabilitation services.

(20) "Individual with a severe disability" for the vocational rehabilitation program means an individual:

(a) Who has a severe physical, mental, or sensory impairment which seriously limits one or more functional capacities such as mobility, communication, self-care, self-direction, interpersonal skills, work tolerance, or work skills in terms of an employment outcome;

(b) Whose vocational rehabilitation can be expected to require multiple vocational rehabilitation services over an extended period of time; and

(c) Who has one or more physical, mental, or sensory disabilities resulting from:

- (i) Amputation;
- (ii) Arthritis;
- (iii) Autism;
- (iv) Blindness;
- (v) Burn injury;
- (vi) Cancer;
- (vii) Cerebral palsy;
- (viii) Cystic fibrosis;
- (ix) Deafness;
- (x) Head injury;
- (xi) Heart disease;
- (xii) Hemiplegia;
- (xiii) Hemophilia;
- (xiv) Respiratory or pulmonary dysfunction;
- (xv) Mental retardation;
- (xvi) Mental illness;
- (xvii) Multiple sclerosis;
- (xviii) Muscular dystrophy;
- (xix) Musculo-skeletal disorders;
- (xx) Neurological disorders (including stroke and epilepsy);
- (xxi) Paraplegia;
- (xxii) Quadriplegia;
- (xxiii) Other spinal cord conditions;
- (xxiv) Sickle cell anemia;
- (xxv) Specific learning disability;
- (xxvi) End-stage renal disease; or

(xxvii) Other disability or combination of disabilities determined on the basis of an assessment for determining eligibility and vocational rehabilitation needs to cause comparable substantial functional limitations.

(21) "Individual with a severe disability" for the independent living program means an individual:

(a) With a severe physical, mental, or sensory impairment whose ability to function independently in the family or in the community is substantially limited; and

(b) For whom the delivery of independent living services will improve the ability to function, continue functioning, or move toward functioning independently in the family or community.

(22) "Initial stock and supplies" means items used, consumed, or sold in the normal process of establishing an occupation or a business enterprise.

(23) "Occupational license" means a license, permit, or other legal authority required by a governmental unit as a prerequisite to engaging in a particular occupation.

(24) "Occupational tools, equipment, and supplies" means tangible implements or appliances required for the efficient performance of a particular trade, business, or occupation.

(25) "On-the-job training services" means a program of organized training providing the client the opportunity to learn, as an employee in an occupation, under actual conditions of commercial, industrial, or other on-the-job employment.

(26) "Physical and mental restoration services" means services necessary to correct or substantially modify, within a reasonable period of time, a physical or mental condition which is stable or slowly progressive.

(27) "Physical, mental, or sensory disability" means a physical, mental, or sensory impairment which substantially limits an individual's major life activities, such as caring for oneself, performing manual tasks, walking, seeing, hearing, speaking, breathing, learning, and working.

(28) "Public safety officer" means a person serving the United States or a state or unit of local government, with or without compensation, in an activity pertaining to:

(a) The enforcement of the criminal laws, including highway patrol, or the maintenance of civil peace by the national guard or the armed forces;

(b) A correctional program, facility, or institution where the activity is potentially dangerous because of contact with criminal suspects, defendants, prisoners, probationers, or parolees;

(c) A court having criminal or juvenile delinquent jurisdiction where the activity is potentially dangerous because of contact with criminal suspects, defendants, prisoners, probationers, or parolees; or

(d) Firefighting, fire prevention, or emergency rescue missions.

(29) "Referral" means any individual referred to the division by letter, telephone, direct contact, or by other means. The following minimum information shall be furnished for referral:

- (a) Name and address;
- (b) Disability;
- (c) Age and sex;
- (d) Date of referral; and

(e) Source of referral.

(30) "Rehabilitation services" means services under a vocational rehabilitation or independent living plan. Such services are provided by a division program authorized by Title I, Title VI C., or Title VII of the Rehabilitation Act, as amended, and may include any goods or services:

(a) Necessary for a client to attain or retain employment and/or independence; or

(b) Which contribute substantially to the rehabilitation of a group of individuals with disabilities.

(31) "Secretary," except when the context indicates otherwise, means the secretary of the department of social and health services.

(32) "Substantial impediment to employment" means a physical, mental, or sensory disability which constitutes a significant barrier to an individual's occupational performance, by preventing the individual from preparing for, entering into, engaging in, or retaining gainful employment.

(33) "Vocational rehabilitation counselor (VRC)" means an employee of the division having direct responsibility for assessing, planning, authorizing, providing, or supervising the provision of all rehabilitation service to a division client.

(34) "Vocational rehabilitation program" means those services and activities authorized under Title I and Title VI C. of the Rehabilitation Act, as amended.

(35) "Vocational rehabilitation services" means services under the vocational rehabilitation plan including any goods or services necessary to prepare a client to attain an employment outcome.

[Statutory Authority: RCW 74.29.025. 95-04-050 (Order 3830), § 490-500-005, filed 1/25/95, effective 2/25/95; 90-11-114 (Order 2982), § 490-500-005, filed 5/22/90, effective 6/22/90; Order 1050, § 490-500-005, filed 8/29/75; Order 775, § 490-500-005, filed 3/1/73.]

WAC 490-500-010 Application for services. (1) Any individual with a disability may apply for rehabilitation services, including individuals who have previously applied for, have previously received, or have previously been denied such services.

(2) Any individual with a disability seeking to obtain rehabilitation services from the division shall apply for services with the division.

(3) The written application for services shall be signed by the individual requesting services or by the individual's representative.

(4) The individual applying for services shall provide the following information:

(a) The applicant's name and address;

(b) The nature of the applicant's disability;

(c) The applicant's age and sex;

(d) The date of application; and

(e) The name of the individual or agency, if any, who has referred the applicant to the division.

(5) The division shall not provide rehabilitation services to any person who has failed to submit a signed application or letter containing the above information.

[Statutory Authority: RCW 74.29.025. 95-04-050 (Order 3830), § 490-500-010, filed 1/25/95, effective 2/25/95; Order 1050, § 490-500-010, filed 8/29/75; Order 775, § 490-500-010, filed 3/1/73.]

WAC 490-500-015 Initial interview. (1) An applicant for rehabilitation services shall be interviewed personal-

ly by a VRC or by a division staff member as soon as possible after application.

(2) At this initial interview, the interviewer shall:

(a) Begin to collect the following information from the applicant relative to the applicant's:

(i) Expectations;

(ii) Vocational history and characteristics; and

(iii) Other pertinent information to determine the nature of the disability, severity of the disability, eligibility for services, and to develop a rehabilitation goal and conduct service planning.

(b) Explain to the applicant the nature and operation of division programs and services;

(c) Specifically inform the applicant of the right to appeal any decision made by the division with regard to the case through administrative review and fair hearing procedures;

(d) Inform the applicant of the right of confidentiality of information possessed by the division; and

(e) Inform the applicant of the services available through the client assistance program.

[Statutory Authority: RCW 74.29.025. 95-04-050 (Order 3830), § 490-500-015, filed 1/25/95, effective 2/25/95; Order 1050, § 490-500-015, filed 8/29/75; Order 775, § 490-500-015, filed 3/1/73.]

WAC 490-500-022 Assessment for determining eligibility and vocational rehabilitation needs. (1) The division shall conduct an assessment to determine whether the individual:

(a) Has a physical, mental, or sensory impairment which for such individual constitutes or results in a substantial impediment to employment;

(b) Can benefit in terms of an employment outcome from vocational rehabilitation services; and

(c) Requires vocational rehabilitation services to prepare for, enter into, engage in, and/or obtain gainful employment.

(2) The division shall ensure the data for the preliminary assessment includes information provided by the individual and a review of existing reports. To the extent necessary, the division may conduct additional assessments.

(3) The division shall document information and results of each applicant's assessment.

[Statutory Authority: RCW 74.29.025. 95-04-050 (Order 3830), § 490-500-022, filed 1/25/95, effective 2/25/95.]

WAC 490-500-025 Eligibility for services. (1) The division shall make an eligibility determination for every applicant for vocational rehabilitation services. The division shall make a determination of an applicant's eligibility within a reasonable period of time, not to exceed sixty days from the date of application, unless:

(a) Exceptional and unforeseen circumstances preclude the division from completing the determination within the prescribed period of time and the applicant agrees with the time extension; or

(b) The division requires an extended evaluation to determine if the applicant can benefit from vocational rehabilitation services.

(2) The division shall base its eligibility determination on the review of existing data and personal information and, to the extent necessary, additional information gained during

the preliminary assessment and an extended evaluation, if any.

[Statutory Authority: RCW 74.29.025, 95-04-050 (Order 3830), § 490-500-025, filed 1/25/95, effective 2/25/95; Order 1050, § 490-500-025, filed 8/29/75; Order 775, § 490-500-025, filed 3/1/73.]

WAC 490-500-030 Eligibility for services—Criteria.

(1) The division shall determine an individual is eligible for service if the individual:

(a) Has a physical, mental, or sensory impairment which for such individual constitutes or results in a substantial impediment to employment;

(b) Can benefit in terms of an employment outcome from vocational rehabilitation services; and

(c) Requires one or more primary vocational rehabilitation services to prepare for, enter into, engage in, and/or retain gainful employment.

(2) The division shall determine an individual's eligibility without regard to sex, race, age, creed, religion, color, sexual orientation, or national origin of the individual applying for service.

(3) The division shall not find an individual ineligible for services solely on the basis of type of disability.

(4) The division shall not find an individual ineligible for services based on residence requirement, durational, or other.

[Statutory Authority: RCW 74.29.025, 95-04-050 (Order 3830), § 490-500-030, filed 1/25/95, effective 2/25/95; Order 1050, § 490-500-030, filed 8/29/75; Order 775, § 490-500-030, filed 3/1/73.]

WAC 490-500-050 Certification for decision of eligibility or ineligibility. (1) The division shall only certify an individual as eligible or ineligible after:

(a) Full participation with the individual or the individual's representative; or

(b) Affording a clear opportunity for such participation.

(2) The division shall document that the individual has met the basic eligibility requirements specified in eligibility criteria as described under WAC 490-500-030.

(3) When the division determines an individual is ineligible for rehabilitation services, the division shall document the rationale for such determination.

[Statutory Authority: RCW 74.29.025, 95-04-050 (Order 3830), § 490-500-050, filed 1/25/95, effective 2/25/95; 84-18-023 (Order 2146), § 490-500-050, filed 8/29/84; Order 1050, § 490-500-050, filed 8/29/75; Order 775, § 490-500-050, filed 3/1/73.]

WAC 490-500-055 Notice to applicant. (1) The division shall notify each individual in writing of the determination of the individual's eligibility or ineligibility.

(2) The division shall inform each individual of:

(a) The division's procedure for administrative review and fair hearings if the individual disagrees with the division's decision; and

(b) Services available through the client assistance program.

(3) If the division determines an individual is ineligible for rehabilitation services, the division shall specify on the notification how the individual failed to meet the eligibility criteria.

[Statutory Authority: RCW 74.29.025, 95-04-050 (Order 3830), § 490-500-055, filed 1/25/95, effective 2/25/95; 84-10-045 (Order 2098), § 490-500-055, filed 5/2/84; Order 1050, § 490-500-055, filed 8/29/75; Order 775, § 490-500-055, filed 3/1/73.]

WAC 490-500-065 Ineligibility—Review required.

(1) The division shall conduct a review at least once within twelve months when a client of the vocational rehabilitation program is:

(a) Terminated from services because the client is too severely disabled to benefit from services; or

(b) Terminated as successfully employed in sheltered employment.

(2) In the independent living program the division or service provider, if appropriate, shall conduct a review at least once within twelve months after the ineligibility determination has been made and whenever the service provider determines the applicant's status has materially changed.

(3) The division or the service provider, if appropriate, need not conduct a review in situations where the:

(a) Client has refused the review;

(b) Client is no longer present in the state; or

(c) Client's location is unknown.

[Statutory Authority: RCW 74.29.025, 95-04-050 (Order 3830), § 490-500-065, filed 1/25/95, effective 2/25/95.]

WAC 490-500-070 Extended evaluation. (1)

"Extended evaluation" means an additional assessment and other vocational rehabilitation services provided to an individual for the limited purpose of determining eligibility.

(2) The division shall conduct an extended evaluation when the individual's ability to benefit from vocational rehabilitation services, in terms of an employment outcome, is questionable due to the nature and severity of the individual's disability.

(3) When an extended evaluation is required, the division shall:

(a) Document the reasons for an individual's extended evaluation; and

(b) Notify the individual of the need for an extended evaluation to determine eligibility.

(4) The division shall limit the provision of vocational rehabilitation services during an individual's extended evaluation to a total period not to exceed eighteen months from the date the division initiates the extended evaluation plan. The division shall ensure an assessment of an individual's progress occurs once every ninety-days to ascertain whether there is enough information to make an eligibility decision.

(5) The division may provide those vocational rehabilitation services which help in assessing whether an individual can benefit from vocational rehabilitation in terms of an employment outcome. When the division obtains sufficient information to determine an individual's eligibility or ineligibility, the division shall:

(a) Make an eligibility or ineligibility decision;

(b) Discontinue extended evaluation services; and

(c) Document the eligibility or ineligibility decision and rationale for such determination.

[Statutory Authority: RCW 74.29.025. 95-04-050 (Order 3830), § 490-500-070, filed 1/25/95, effective 2/25/95; Order 775, § 490-500-070, filed 3/1/73.]

WAC 490-500-080 Extended evaluation—Plan. (1) When an extended evaluation is required, an extended evaluation plan shall be jointly developed, agreed upon, and signed by the VRC and the individual or, as appropriate, the individual's representative.

(2) The division shall provide a copy of the written plan and any amendments to the plan to the individual or, as appropriate, the individual's representative.

(3) The division shall ensure the plan specifies the:

(a) Nature of the vocational rehabilitation services necessary to determine if the individual is capable of benefiting from vocational rehabilitation services in terms of an employment outcome;

(b) Objective evaluation criteria; and

(c) Terms and conditions for the provision of services.

[Statutory Authority: RCW 74.29.025. 95-04-050 (Order 3830), § 490-500-080, filed 1/25/95, effective 2/25/95; Order 1050, § 490-500-080, filed 8/29/75; Order 775, § 490-500-080, filed 3/1/73.]

WAC 490-500-170 Criteria for order of selection.

(1) The division shall use the following categories to accept an individual for vocational rehabilitation services when the division cannot provide services or other resources to all eligible individuals with disabilities who apply for such services due to limited funds:

(a) Category One - Individuals with the most severe disabilities;

(b) Category Two - Individuals with severe disabilities;

(c) Category Three - Individuals with disabilities.

(2) When funds or other resources are not available to serve all eligible individuals within any category described under subsection (1) of this section, the division shall establish an order of selection within each category utilizing the date of application. When order of selection is in effect, the division shall assign an individual to a priority category for services when eligibility is determined.

(3) The division shall serve public safety officers whose disability was sustained while acting in the line of duty first, within the category the officer may be placed, regardless of the officer's application date.

[Statutory Authority: RCW 74.29.025. 95-04-050 (Order 3830), § 490-500-170, filed 1/25/95, effective 2/25/95.]

WAC 490-500-180 Economic need. (1) The division shall provide the following services regardless of the economic need of the client receiving the services:

(a) Assessment services for determining eligibility and rehabilitation or independent living needs;

(b) Counseling, guidance, and information and referral services provided by division staff;

(c) Placement [services provided by] division [staff]; or

(d) Independent living services when provided by division staff.

(2) The division shall only provide a client other rehabilitation services if the client is eligible for such services:

(a) On the basis of economic need as provided under WAC 490-500-190; and

(b) Conditioned upon the availability of comparable services and benefits.

[Statutory Authority: RCW 74.29.025. 95-04-050 (Order 3830), § 490-500-180, filed 1/25/95, effective 2/25/95. Statutory Authority: RCW 28A.10.025. 82-04-078 (Order 1761), § 490-500-180, filed 2/3/82; Order 1050, § 490-500-180, filed 8/29/75; Order 775, § 490-500-180, filed 3/1/73.]

WAC 490-500-185 Economic need—Financial statement required. (1) In order to assess economic need, the client shall furnish the division with information regarding the client's financial assets, income, debts, obligations, and expenses in such detail as may be necessary to determine the client's economic need.

(2) The division shall document the client's need for assistance from the division in order to participate in rehabilitation services which are conditioned on the client's economic need.

(3) The client shall report to the division any change in the client's financial situation which may have a bearing on whether the division will continue to purchase services.

[Statutory Authority: RCW 74.29.025. 95-04-050 (Order 3830), § 490-500-185, filed 1/25/95, effective 2/25/95; Order 1050, § 490-500-185, filed 8/29/75; Order 775, § 490-500-185, filed 3/1/73.]

WAC 490-500-190 Economic need—Standards for determining. (1) The division may provide rehabilitation services to a client when the client's total obligations, debts, and expenses equals or exceeds income, nonexempt assets, and resources. When income, nonexempt assets, and resources are greater than the value of obligations, debts, and expenses, the client shall use the excess to pay for rehabilitation services unless the service is exempt by law as described under WAC 490-500-180(1).

(2) The division's determination of a client's economic need involves an evaluation of the income, assets, debts, obligations, and expenses of the client's entire family unit, including the client's spouse, dependents or, if the client resides in the parent's home, the client's parents.

(3) The division shall consider the following as income for the purpose of determining the economic need of a client:

(a) Wages paid to the client and to any family members living in the home. For purposes of this section, the division shall determine wages as equal to gross wages, less deductions for:

(i) Income taxes;

(ii) Social Security;

(iii) Other taxes;

(iv) Retirement deductions; and

(v) Other involuntary deductions.

(b) Contributions from relatives or others, in cash or in kind, on a regular and predictable basis;

(c) Net profit from roomers or boarders;

(d) Net profit from property rentals;

(e) Net profit from farm products;

(f) Net profit from business enterprises;

(g) Scholarship, educational loans, or grants;

(h) Income from public or private welfare agencies; or

(i) Any other income received on a regular and predictable basis, including but not limited to:

(i) Alimony;

- (ii) Child support;
- (iii) Dividends from stocks;
- (iv) Annuity payment;
- (v) Unemployment compensation;
- (vi) Insurance;
- (vii) Pensions or individual retirement accounts;
- (viii) Trust funds.

(4) The division shall determine the following types of property as exempt assets not to be considered in determining the client's economic need:

(a) The primary home or residence occupied by the client or the client's family, including any contiguous real property. The division shall determine a recreational vehicle as an exempt asset when the client or client's family:

- (i) Regularly occupies the recreational vehicle as the principle place of residence; or
- (ii) Will occupy the recreational vehicle in the predictable future.

(b) Household furniture, clothing, life insurance, and other personal effects;

(c) An automobile when one or more of the following conditions is met:

- (i) The client and the client's family have only one automobile; or
- (ii) All automobiles used by the family are for the purpose of transportation to work or school; or
- (iii) The automobile is essential to the client's rehabilitation objective.

(d) Vocational equipment and machinery owned by the client is an exempt asset if the equipment and/or machinery is used:

- (i) To produce income or help meet normal living requirements for the client and the client's family; or
- (ii) To produce income after completion of the rehabilitation plan.

(e) Livestock to the extent the livestock produces income or otherwise helps to meet normal living requirements.

(5) The division shall determine tangible and intangible property as nonexempt and such property must be considered in determining the client's economic need. Tangible and intangible property includes but is not limited to, real property, personal property, stocks, bonds, savings accounts, and checking accounts and other funds, which are not exempt under subsection (4) of this section. The division shall consider tangible and intangible property in determining the client's economic need. The value of a client's nonexempt asset shall be its fair market value less any unpaid encumbrances of record.

(6) The division shall deduct the following obligations, debts, and expenses from the client's income and nonexempt assets in determining economic need:

- (a) The client's actual shelter and living expenses;
- (b) Shelter and living expenses for the client's spouse and dependents;
- (c) Payments the client must make under court order;
- (d) Outstanding taxes on earnings or personal or real property;
- (e) Insurance premium payments;

(f) Contractual payments on real or personal property if the client incurred such obligations prior to the client's application for rehabilitation services.

[Statutory Authority: RCW 74.29.025. 95-04-050 (Order 3830), § 490-500-190, filed 1/25/95, effective 2/25/95; 86-05-010 (Order 2341), § 490-500-190, filed 2/12/86; 84-19-023 (Order 2149), § 490-500-190, filed 9/12/84. Statutory Authority: RCW 28A.10.025. 83-17-100 (Order 2004), § 490-500-190, filed 8/23/83; 82-04-078 (Order 1761), § 490-500-190, filed 2/3/82; 79-04-064 (Order 1383), § 490-500-190, filed 3/28/79; Order 1050, § 490-500-190, filed 8/29/75; Order 775, § 490-500-190, filed 3/1/73.]

WAC 490-500-200 Economic need—Notification of decision. When the division determines a client shall contribute financially to the client's rehabilitation, the division and the client shall mutually agree upon when, how, and for what services the client's funds will be used. The VRC and the client shall document the client contributions in the rehabilitation plan.

[Statutory Authority: RCW 74.29.025. 95-04-050 (Order 3830), § 490-500-200, filed 1/25/95, effective 2/25/95; Order 1050, § 490-500-200, filed 8/29/75; Order 775, § 490-500-200, filed 3/1/73.]

WAC 490-500-205 Comprehensive assessment. (1) The division shall conduct a comprehensive assessment of the unique strengths, resources, priorities, interests, and needs of the client, including the need for supported employment. The division shall use information from the comprehensive assessment to determine the client's goals, objectives, nature, and scope of vocational rehabilitation services to be included in the client's written rehabilitation plan.

(2) To the degree necessary, the division may include these assessment components:

- (a) Vocational aptitude and interests;
- (b) Work history;
- (c) Work assessment;
- (d) Employment opportunities;
- (e) Assistive technology needs;
- (f) Interpersonal and social skills;
- (g) Education history;
- (h) Cultural issues;
- (i) Environmental issues;
- (j) Recreational interests;
- (k) Medical, psychiatric, and psychological information;

and

- (l) Independent living needs.

[Statutory Authority: RCW 74.29.025. 95-04-050 (Order 3830), § 490-500-205, filed 1/25/95, effective 2/25/95.]

WAC 490-500-257 Individualized, written rehabilitation plan. (1) When a determination of eligibility for vocational rehabilitation services has been made and before providing services, the division and the client shall jointly develop and agree on an individualized written rehabilitation plan.

(2) The division and the client shall design the individualized written rehabilitation plan to achieve an employment outcome mutually agreed upon by the client and the division, consistent with the client's unique strengths, resources, priorities, concerns, abilities, and capabilities.

(3) The division and the client shall mutually agree on the long-range employment goal established for the client

and the intermediate rehabilitation objectives related to the attainment of the goal. The division and client shall consider the following factors:

(a) Medical restoration and/or rehabilitation assistive technology enabling the client to return to previous employment;

(b) Job restructuring enabling the client to return to employment similar to the type previously held;

(c) Transferable skills enabling the client to return to suitable employment; or

(d) Training necessary to obtain current marketable job skills consistent with the client's strengths and capacities and related to employment available in the current labor market.

(4) The division and the client shall mutually agree on the specific vocational rehabilitation services necessary to achieve:

(a) The employment goal; and

(b) The specific and measurable intermediate objectives.

[Statutory Authority: RCW 74.29.025, 95-04-050 (Order 3830), § 490-500-257, filed 1/25/95, effective 2/25/95; 90-11-114 (Order 2982), § 490-500-257, filed 5/22/90, effective 6/22/90; Order 1050, § 490-500-257, filed 8/29/75.]

WAC 490-500-260 Individualized, written rehabilitation plan—Content. (1) When developing an individualized written rehabilitation plan, the division shall place primary emphasis on the determination of a client's vocational goal and achievement of an employment outcome.

(2) The division shall ensure the plan includes, but is not limited to, appropriate statements concerning the following:

(a) The vocational rehabilitation services to be provided, the service providers, the cost of the services, the anticipated duration of each service, and the time within which the goal and the objectives for the client are scheduled to be achieved, including periodic progress reviews;

(b) A written statement by the client or the client's representative describing:

(i) How the client was informed about and involved in choosing among alternative goals, objectives, services, entities providing such services; and

(ii) Methods used to provide or procure such services.

(c) The terms and conditions for the provision of vocational rehabilitation services and the client's responsibilities in implementing the individualized written rehabilitation plan. These terms and conditions and responsibilities include, but are not limited to:

(i) The extent of the client's participation in the cost of services based on the economic need of the client;

(ii) The extent to which the client is eligible for and shall use comparable services and benefits under other programs; and

(iii) Objective criteria, an evaluation procedure, and a schedule for determining achievement of the goal and objectives.

(d) An assurance the client is informed of the:

(i) Client's rights;

(ii) Means by which the client may express dissatisfactions; and

(iii) Means by which the client may seek remedy for dissatisfactions, including the opportunity for:

(A) Client assistance program services; and

(B) An administrative review; or

(C) A fair hearing.

(e) Assurance the client is provided a detailed explanation of the availability of the resources within the client assistance program; and

(f) Plans for the assessment of the expected need for post-employment services after an employment outcome is achieved.

[Statutory Authority: RCW 74.29.025, 95-04-050 (Order 3830), § 490-500-260, filed 1/25/95, effective 2/25/95; 90-11-114 (Order 2982), § 490-500-260, filed 5/22/90, effective 6/22/90; Order 1050, § 490-500-260, filed 8/29/75; Order 775, § 490-500-260, filed 3/1/73.]

WAC 490-500-270 Individualized, written rehabilitation plan—Participation. (1) The VRC and the client or the client's representative shall jointly develop, mutually agree on, and sign the individualized, written rehabilitation plan.

(2) The division shall provide the client or the client's representative a copy of the written rehabilitation plan and subsequent amendments.

[Statutory Authority: RCW 74.29.025, 95-04-050 (Order 3830), § 490-500-270, filed 1/25/95, effective 2/25/95; 90-11-114 (Order 2982), § 490-500-270, filed 5/22/90, effective 6/22/90; Order 1050, § 490-500-270, filed 8/29/75; Order 775, § 490-500-270, filed 3/1/73.]

WAC 490-500-275 Individualized, written rehabilitation plan—Review. (1) The division shall, with the client or the client's representative, assess progress and review the goal, objectives, and services for appropriateness of the individualized, written rehabilitation plan. If the client fails to meet the objective evaluation criteria mutually agreed upon and specified in the plan, the division may temporarily suspend services. The suspension shall remain in effect until the VRC and the client discuss and mutually agree to resolve the situation. The division shall review the individualized, written rehabilitation plan:

(a) On an annual basis; or

(b) As often as necessary.

(2) At the time of review, the client or the client's representative shall be involved in the review and, if necessary, jointly redevelop the plan. The division shall ensure the client's amended plan does not take effect until agreed to and signed by the client or the client's representative.

[Statutory Authority: RCW 74.29.025, 95-04-050 (Order 3830), § 490-500-275, filed 1/25/95, effective 2/25/95; 90-11-114 (Order 2982), § 490-500-275, filed 5/22/90, effective 6/22/90; Order 1050, § 490-500-275, filed 8/29/75; Order 775, § 490-500-275, filed 3/1/73.]

WAC 490-500-300 Vocational rehabilitation—Employment outcome. (1) The division shall ensure the purpose of vocational rehabilitation services is to enable a client to prepare for, enter into, engage in, or retain gainful employment consistent with the client's capacities and abilities in the competitive labor market, the practice of a profession, self-employment, home-making, farm or family work (including work for which payment is in kind rather than in cash); sheltered employment; home-based employment; or other gainful work.

(2) The division shall limit vocational rehabilitation services to the amount necessary for the client to attain an employment outcome by entering or retaining full-time or,

if appropriate, part-time competitive employment in the integrated labor market.

[Statutory Authority: RCW 74.29.025, 95-04-050 (Order 3830), § 490-500-300, filed 1/25/95, effective 2/25/95; Order 1050, § 490-500-300, filed 8/29/75; Order 775, § 490-500-300, filed 3/1/73.]

WAC 490-500-325 Comparable services and benefits available from other agencies. (1) The division shall not expend funds to purchase services for which a client is eligible and is receiving or about to receive such services from another agency which has primary responsibility for providing the needed service.

(2) The division shall give full consideration to any comparable services and benefits available from any other program to a client unless:

(a) Services would be delayed to a client at extreme medical risk; or

(b) The client's immediate job placement would be lost due to a delay in the provision of such comparable services and benefits.

(3) The provision of rehabilitation services shall be conditioned on the economic need of the client and the availability of comparable services and benefits.

[Statutory Authority: RCW 74.29.025, 95-04-050 (Order 3830), § 490-500-325, filed 1/25/95, effective 2/25/95; Order 1050, § 490-500-325, filed 8/29/75; Order 775, § 490-500-325, filed 3/1/73.]

WAC 490-500-350 Vocational rehabilitation services. The division shall only provide rehabilitation services when pre-authorized by the VRC and necessary to achieve the client's rehabilitation outcome. Rehabilitation services include, but are not limited to:

(1) Assessments;

(2) Counseling, guidance, and work-related placement services;

(3) Physical and mental restoration services;

(4) Vocational and other training services, including personal and vocational adjustment, books, tools, and other training materials;

(5) Additional living expenses incurred while participating in rehabilitation;

(6) Transportation in connection with the rendering of any rehabilitation service;

(7) Services to the family of the client as are necessary to the client's adjustment or rehabilitation;

(8) Interpreter services for a client who is deaf, hard of hearing, or deaf-blind while the client is receiving rehabilitation services; reader services for a client who is blind or visually impaired while the client is receiving rehabilitation services;

(9) Rehabilitation teaching services, and orientation and mobility services for a client who is blind, or deaf-blind;

(10) Telecommunications, sensory, and other technological aids and devices;

(11) Rehabilitation assistive technology services;

(12) Information and referral services;

(13) Recruitment and training services to provide new employment opportunities in rehabilitation and other appropriate public service employment;

(14) Occupational licenses, tools, equipment, initial stocks, and supplies;

(15) Transition services;

(16) Supported employment services;

(17) Independent living services;

(18) On-the-job or other related personal assistance services provided while a client is receiving vocational rehabilitation services;

(19) Post-employment services necessary to assist the client to maintain or regain employment; and

(20) Other goods and services.

Subsections (5), (6), (7), (8), and (18) of this section are support services and the division shall only provide these services in conjunction with one or more primary vocational rehabilitation services. All other services listed within this section are primary vocational rehabilitation services.

[Statutory Authority: RCW 74.29.025, 95-04-050 (Order 3830), § 490-500-350, filed 1/25/95, effective 2/25/95; 90-11-114 (Order 2982), § 490-500-350, filed 5/22/90, effective 6/22/90; Order 1050, § 490-500-350, filed 8/29/75; Order 775, § 490-500-350, filed 3/1/73.]

WAC 490-500-380 Vocational rehabilitation services—Counseling, guidance, and work-related placement services. (1) The division shall provide counseling and guidance when necessary to assist:

(a) The client to understand the client's unique strengths, resources, priorities, interests, and rehabilitation needs;

(b) The client to address personal issues, such as health, interpersonal, and social issues which may be encountered during the course of the rehabilitation process;

(c) The client to determine the goal and intermediate objectives;

(d) The client to understand:

(i) The nature and scope of services available from the division and other community resources; and

(ii) How such resources can best be obtained and utilized in the rehabilitation process.

(e) The client to address situations encountered during the rehabilitation process, such as, control of anxieties, development of appropriate study and work habits, improvement of personal appearance, management of finances, preparation for job interviews and tests, and establishment and maintenance of effective interpersonal relationships;

(f) Family members, relatives, and friends of the client who may assist in the rehabilitation process;

(g) Employers to enable a client to achieve the client's vocational goal.

(2) The division may provide a client work-related placement services, including job search assistance, placement assistance, job retention services, personal assistance services, follow-up, follow-along, and specific post-employment services necessary to assist the client to maintain, regain, or advance in employment.

(3) Counseling, guidance, and work-related placement services shall be provided without regard to economic need, and comparable services and benefits.

[Statutory Authority: RCW 74.29.025, 95-04-050 (Order 3830), § 490-500-380, filed 1/25/95, effective 2/25/95; Order 1050, § 490-500-380, filed 8/29/75; Order 775, § 490-500-380, filed 3/1/73.]

WAC 490-500-385 Vocational rehabilitation services—Physical and mental restoration. (1) The division may provide a client physical and mental restoration to the extent necessary to achieve the vocational rehabilitation goal provided that:

(a) The client's disabling condition is stable or slowly progressive; and

(b) Physical and mental restoration services eliminate or substantially reduce the client's disabling condition within a reasonable period of time.

(2) The division may provide the following physical and mental restoration services to render an impairment less disabling, such as:

(a) Medical treatment including but not limited to therapeutic programs under medical supervision, necessary laboratory work, and necessary medication;

(b) Corrective surgery and necessary therapeutic treatment, only if approved by the regional medical consultant;

(c) Psychiatric treatment only when an assessment clearly indicates a favorable prognosis for a client's relatively short-term therapy. A client's program of psychiatric treatment extending beyond twelve months shall only be provided if approved by the regional medical consultant;

(d) Dental treatment only when the client's treatment is directly related to an employment outcome, or in emergency situations involving pain, acute infections, or injury;

(e) Hospital (either inpatient or outpatient care) and clinic services;

(f) Prosthetic, orthotic, or other assistive devices essential to obtaining or retaining employment;

(g) Eyeglasses and visual services;

(h) Podiatry services;

(i) Physical therapy services;

(j) Occupational therapy services;

(k) Medical social work services;

(l) Medically directed speech or hearing therapy services;

(m) Medical treatment associated with the provision of physical restoration services; and

(n) Short-term treatment of minor or temporary illness which, if not cared for, would constitute a hazard to the achievement of the vocational goal.

(3) The division shall not provide organ transplantation, experimental procedures, or gender change procedures.

(4) Only an individual licensed to practice in the field of the individual's specialty shall provide physical and mental restoration services. The division shall require that physicians providing medical and/or surgical treatment services demonstrate eligibility for or certification by the appropriate medical specialty board. Any exceptions to this subsection can only be made by the state medical consultant. The state medical consultant for the department shall be responsible for establishing standards of competence for vendors of physical restoration services provided clients of the department where licensure or other regulatory standards have not been established in the Washington Administrative Code, as amended.

(5) The division shall condition the provision of such services on the economic need of the client and the availabil-

ity of comparable services and benefits.

[Statutory Authority: RCW 74.29.025, 95-04-050 (Order 3830), § 490-500-385, filed 1/25/95, effective 2/25/95; 85-03-071 (Order 2193), § 490-500-385, filed 1/17/85; Order 1050, § 490-500-385, filed 8/29/75; Order 775, § 490-500-385, filed 3/1/73.]

WAC 490-500-389 Vocational rehabilitation services—Telecommunications, sensory, and other technological aids and devices. (1) The division may provide telecommunications, sensory, or other technological aids and devices. Only an individual licensed or appropriately certified to fill individualized prescriptions and fittings consistent with state licensure laws shall perform such responsibilities. Aids and devices not requiring individual fittings must meet engineering and safety standards.

(2) The division shall condition the provision of such services on the economic need of the client and the availability of comparable services and benefits.

[Statutory Authority: RCW 74.29.025, 95-04-050 (Order 3830), § 490-500-389, filed 1/25/95, effective 2/25/95; Order 1050, § 490-500-389, filed 8/29/75.]

WAC 490-500-390 Vocational rehabilitation services—Training. (1) The division may provide training services to a client when necessary to attain the employment outcome.

(2) Training services may include, as necessary:

(a) Personal and vocational adjustment, including work skill building;

(b) On-the-job training;

(c) Vocational/technical, trade, or business training;

(d) Postsecondary academic training. The division shall not pay for training or training services in institutions of higher education unless maximum efforts have been made to secure grant assistance, in whole or in part, from other sources to pay for such training or training services. The division shall obtain post-secondary academic training from in-state public schools when an adequate course of study is offered;

(e) Books, tools, fees, and other training materials;

(f) Independent living services; or

(g) Tutoring and other types of training contributing to the client's rehabilitation.

(3) The division shall limit a client's training to the amount of training necessary to prepare the client for an appropriate and adequate employment outcome.

(4) The division shall condition the provision of such services on the economic need of the client and the availability of comparable services and benefits.

[Statutory Authority: RCW 74.29.025, 95-04-050 (Order 3830), § 490-500-390, filed 1/25/95, effective 2/25/95; 90-11-114 (Order 2982), § 490-500-390, filed 5/22/90, effective 6/22/90; Order 1050, § 490-500-390, filed 8/29/75; Order 775, § 490-500-390, filed 3/1/73.]

WAC 490-500-418 Vocational rehabilitation services—Rehabilitation assistive technology services. (1) The division may provide rehabilitation technology services enabling a client to address barriers relative to an employment outcome in areas which include education, rehabilita-

tion, employment, transportation, independent living, and recreation.

(2) Rehabilitation technology services means the systematic application of:

- (a) Technology;
- (b) Rehabilitative engineering methodologies; or
- (c) Scientific principals.

(3) Rehabilitation technology services include rehabilitation engineering, assistive technology devices, and assistive technology services.

(4) The division shall condition the provision of such services on the economic need of the client and the availability of comparable services and benefits.

[Statutory Authority: RCW 74.29.025. 95-04-050 (Order 3830), § 490-500-418, filed 1/25/95, effective 2/25/95; 90-11-114 (Order 2982), § 490-500-418, filed 5/22/90, effective 6/22/90.]

WAC 490-500-420 Vocational rehabilitation services—Additional living expenses. (1) "Maintenance" means basic subsistence expenses, i.e., food, shelter, clothing, and utilities. The division shall not provide maintenance.

(2) "Additional living expenses" mean those expenses incurred over and above basic maintenance. The division may only provide additional living expenses when necessary and required for the client to participate and benefit from a primary service in a rehabilitation plan.

(3) Additional living expenses are a support service. The division may only provide additional living expenses in conjunction with one or more primary vocational rehabilitation services.

(4) The division shall condition the provision of such services on the economic need of the client and the availability of comparable services and benefits.

[Statutory Authority: RCW 74.29.025. 95-04-050 (Order 3830), § 490-500-420, filed 1/25/95, effective 2/25/95; 90-11-114 (Order 2982), § 490-500-420, filed 5/22/90, effective 6/22/90; 84-19-023 (Order 2149), § 490-500-420, filed 9/12/84. Statutory Authority: RCW 74.29.025. 84-10-045 (Order 2098), § 490-500-420, filed 5/2/84; Order 1050, § 490-500-420, filed 8/29/75; Order 775, § 490-500-420, filed 3/1/73.]

WAC 490-500-430 Vocational rehabilitation services—Occupational licenses, tools, equipment, and initial stocks and supplies. (1) The division may provide a client with tools, equipment, initial stocks and supplies, and occupational licenses necessary to achieve an employment outcome, in such quantity and of such quality as to give reasonable assurance of a successful employment outcome.

(2) The division shall retain ownership of or title to tools, equipment, and supplies until the client achieves the employment outcome and requires the tools or equipment for continued employment.

(3) The division shall condition the provision of such services on the economic need of the client and the availability of comparable services and benefits.

[Statutory Authority: RCW 74.29.025. 95-04-050 (Order 3830), § 490-500-430, filed 1/25/95, effective 2/25/95; 90-11-114 (Order 2982), § 490-500-430, filed 5/22/90, effective 6/22/90; Order 1050, § 490-500-430, filed 8/29/75; Order 775, § 490-500-430, filed 3/1/73.]

WAC 490-500-435 Vocational rehabilitation services—Transportation. (1) The division may provide trans-

portation services to a client in order to assist the client to achieve the employment outcome.

(2) Modification of vehicles is a rehabilitation technology service and is not a transportation service.

(3) Transportation is a support service. The division may only provide transportation in conjunction with one or more primary vocational rehabilitation services.

(4) The division shall condition the provision of such services on the economic need of the client and the availability of comparable services and benefits.

(5) The division may provide transportation services in connection with assessment services without regard to economic need.

[Statutory Authority: RCW 74.29.025. 95-04-050 (Order 3830), § 490-500-435, filed 1/25/95, effective 2/25/95; 90-11-114 (Order 2982), § 490-500-435, filed 5/22/90, effective 6/22/90; Order 1050, § 490-500-435, filed 8/29/75; Order 775, § 490-500-435, filed 3/1/73.]

WAC 490-500-437 Vocational rehabilitation services—Interpreter services and reader services. (1) The division may provide interpreter services to a client who is deaf or hard of hearing.

(2) The division may provide reader services to a client who is blind or visually impaired.

(3) Interpreter services and reader services are support services. The division may only provide interpreter services and reader services in conjunction with one or more primary vocational rehabilitation services.

(4) The division shall condition the provision of such services on the economic need of the client and the availability of comparable services and benefits.

[Statutory Authority: RCW 74.29.025. 95-04-050 (Order 3830), § 490-500-437, filed 1/25/95, effective 2/25/95.]

WAC 490-500-445 Vocational rehabilitation services—Services to family members. (1) [The division may provide] vocational rehabilitation services to a client's family when such services are necessary and will substantially contribute to the rehabilitation of the client.

(2) Services to family members are support services. The division may only provide services to family members in conjunction with one or more primary vocational rehabilitation services.

(3) The division shall condition the provision of such services on the economic need of the client and the availability of comparable services and benefits.

[Statutory Authority: RCW 74.29.025. 95-04-050 (Order 3830), § 490-500-445, filed 1/25/95, effective 2/25/95; Order 775, § 490-500-445, filed 3/1/73.]

Reviser's note: RCW 34.05.395 requires the use of underlining and deletion marks to indicate amendments to existing rules, and deems ineffectual changes not filed by the agency in this manner. The bracketed material in the above section does not appear to conform to the statutory requirement.

WAC 490-500-450 Vocational rehabilitation services—Other goods and services. (1) The division may provide a client with other goods and services necessary to conduct assessments, participate in a rehabilitation plan, or render the client employable.

(2) The division shall condition the provision of such services on the economic need of the client and the availability of comparable services and benefits.

[Statutory Authority: RCW 74.29.025, 95-04-050 (Order 3830), § 490-500-450, filed 1/25/95, effective 2/25/95; Order 775, § 490-500-450, filed 3/1/73.]

WAC 490-500-455 Vocational rehabilitation services—Post-employment services. (1) The division may provide follow-up services to a client whose case has previously been terminated as "rehabilitated" when such services are necessary to maintain or regain employment consistent with the vocational goal.

(2) All post-employment services the division provides shall have the same requirements for comparable services and benefits and economic need as provided under WAC 490-500-180 and 490-500-325.

[Statutory Authority: RCW 74.29.025, 95-04-050 (Order 3830), § 490-500-455, filed 1/25/95, effective 2/25/95; Order 1050, § 490-500-455, filed 8/29/75; Order 775, § 490-500-455, filed 3/1/73.]

WAC 490-500-460 Vocational rehabilitation services—Information and referral services. The division may provide information and referral and other services to assist clients in securing needed services from other agencies.

[Statutory Authority: RCW 74.29.025, 95-04-050 (Order 3830), § 490-500-460, filed 1/25/95, effective 2/25/95.]

WAC 490-500-465 Vocational rehabilitation services—Recruitment and training services. The division may provide recruitment and training services for individuals with disabilities to provide the individuals with new employment opportunities in the field of:

- (1) Rehabilitation;
- (2) Health;
- (3) Welfare
- (4) Public safety and law enforcement; and
- (5) Other appropriate service employment.

[Statutory Authority: RCW 74.29.025, 95-04-050 (Order 3830), § 490-500-465, filed 1/25/95, effective 2/25/95.]

WAC 490-500-470 Vocational rehabilitation services—Transition services. "Transition services" mean a coordinated set of services for a student who is an applicant or client, that promotes movement from school to post-school activities in an outcome oriented process to achieve an employment goal.

[Statutory Authority: RCW 74.29.025, 95-04-050 (Order 3830), § 490-500-470, filed 1/25/95, effective 2/25/95.]

WAC 490-500-475 Vocational rehabilitation services—Supported employment. (1) "Supported employment services" mean ongoing support services and other appropriate services needed to support and maintain a client with the most severe disabilities in supported employment.

(2) The division may provide supported employment services to clients with the most severe disabilities when necessary to achieve an employment outcome.

(3) The division shall ensure supported employment services are:

(a) Provided singly or in combination to assist the client in entering and maintaining integrated, competitive employment;

(b) Based on a determination of the client's need; and

(c) Provided for a period of time not to exceed eighteen months, unless under special circumstances the client and the division agree to a time extension necessary to achieve the employment outcome.

[Statutory Authority: RCW 74.29.025, 95-04-050 (Order 3830), § 490-500-475, filed 1/25/95, effective 2/25/95.]

WAC 490-500-477 Vocational rehabilitation services—Independent living services. (1) The division may provide independent living services to a client as necessary to:

(a) Participate in family, community, and work; and

(b) Achieve the employment outcome.

(2) Independent living services include, but are not limited to:

(a) Information and referral;

(b) Advocacy;

(c) Independent living assessments; and

(d) Independent living skills training.

[Statutory Authority: RCW 74.29.025, 95-04-050 (Order 3830), § 490-500-477, filed 1/25/95, effective 2/25/95.]

WAC 490-500-480 Vocational rehabilitation services—On-the-job or other related personal assistance. (1) The division may provide on-the-job or other related personal assistance services to a client designed to increase the client's self-determination and ability to perform every day activities on and off the job.

(2) On-the-job or other related personal assistance services are support services. The division may only provide on-the-job or other related personal assistance in conjunction with one or more primary vocational rehabilitation services.

(3) The division shall condition the provision of such services on the economic need of the client and the availability of comparable services and benefits.

[Statutory Authority: RCW 74.29.025, 95-04-050 (Order 3830), § 490-500-480, filed 1/25/95, effective 2/25/95.]

WAC 490-500-485 Vocational rehabilitation services—Services to groups. The division may provide services for the benefit of groups of individuals with disabilities. Such services include:

(1) Management and technical assistance services for small businesses operated by an individual with the most severe disabilities;

(2) Establishment, development, or improvement of community rehabilitation programs. The division shall use such programs to provide services that promote integration and competitive employment;

(3) The use of existing telecommunication systems which substantially improve service delivery methods;

(4) The use of services for providing:

(a) Recorded materials for individuals who are blind, and

(b) Captioned films or video cassettes for individuals who are deaf; and

(5) Technical assistance and support services to businesses that are seeking individuals with disabilities.

[Statutory Authority: RCW 74.29.025. 95-04-050 (Order 3830), § 490-500-485, filed 1/25/95, effective 2/25/95.]

WAC 490-500-500 Purchase of services. (1) The division may purchase any rehabilitation service not directly provided by division staff to clients.

(2) The division shall ensure all vocational rehabilitation services purchased relate directly to the client's employment goal.

[Statutory Authority: RCW 74.29.025. 95-04-050 (Order 3830), § 490-500-500, filed 1/25/95, effective 2/25/95; Order 1050, § 490-500-500, filed 8/29/75; Order 775, § 490-500-500, filed 3/1/73.]

WAC 490-500-505 Purchase of services—Selection criteria—Schools or training organizations. (1) In determining whether a particular school or training organization is appropriate and acceptable as a training facility, the client and the division shall evaluate the curriculum, quality of training, and adequacy of total resources in relation to the client's needs.

(2) To assist the client in the most efficient pursuit of the client's training, the division and client may consider such factors as the:

- (a) Placement services, if any, offered by the facility;
- (b) Accessibility, and convenience of the physical arrangements of the plant and adaptability to the needs of the client; and
- (c) Willingness of school or training organization authorities to adapt and make available such equipment as is necessary.

(3) The division shall limit the use of schools or training organizations for a client's training purposes to those:

- (a) Accredited, licensed, or approved by a legal authority; or
- (b) Recognized as adequate by the professional or trade group with which those groups are associated.

(4) The division shall utilize those schools and other training organizations which provide the client with the credits, credentials, diplomas, or other certifications required by the profession or trade.

(5) The division shall use tax supported schools in preference to nontax supported schools when possible and appropriate in light of the vocational goal of the client.

(6) The division shall not use out-of-state schools and training organizations when satisfactory training opportunities for a client exist within the state. The division shall only make an exception to this rule if the training available out of state offers a distinct and significant advantage to the client in realizing the client's training objective and employment outcome.

[Statutory Authority: RCW 74.29.025. 95-04-050 (Order 3830), § 490-500-505, filed 1/25/95, effective 2/25/95; Order 1050, § 490-500-505, filed 8/29/75; Order 775, § 490-500-505, filed 3/1/73.]

WAC 490-500-510 Purchase of services—Selection criteria—On-the-job training. A business or trade establishment utilized by the division for the provision of a client's on-the-job training shall meet the following criteria:

(1) The establishment has personnel qualified for instructional purposes by knowledge, skills, and personality;

(2) The establishment has sufficiently diversified operations and adequate and suitable materials and equipment to ensure the client thorough preparation and training to achieve the client's employment outcome;

(3) On-the-job training of the client is only incidental to the business activity of the establishment, and in no case shall the establishment's major activity be training.

(4) The client is an official employee of the establishment for the establishment to qualify as an on-the-job training establishment.

[Statutory Authority: RCW 74.29.025. 95-04-050 (Order 3830), § 490-500-510, filed 1/25/95, effective 2/25/95; Order 1050, § 490-500-510, filed 8/29/75; Order 775, § 490-500-510, filed 3/1/73.]

WAC 490-500-520 Purchase of services—Selection criteria—Community rehabilitation programs. (1) A community rehabilitation program utilized by the division shall have a current full or provisional certification from the division stating the specific services the community rehabilitation program is qualified to provide to a client.

(2) The community rehabilitation program shall show evidence of an ongoing effort to assist the client to achieve competitive employment.

(3) The division shall ensure certification of the community rehabilitation program is based, in part, on compliance with accreditation criteria approved by the division, or such other accreditation body as the division shall deem appropriate.

(4) Areas to be addressed for accreditation include, but are not limited to:

- (a) Evaluations of the organization, administration, and stated purpose of the community rehabilitation program;
- (b) The services provided to clients;
- (c) Personnel qualifications, including educational or other preparation for the position, as well as ongoing training within the community rehabilitation program;
- (d) The maintenance of record keeping systems adequate to document both the fiscal adequacy and reliability of the community rehabilitation program and the services provided to, and the progress of, the client;
- (e) Fiscal management;
- (f) Physical plant, including adequacy, maintenance, and compliance with all applicable statutes, regulations, and ordinances; and
- (g) Such other evaluations of the community rehabilitation program as the division shall require.

(5) Accreditation shall be one of the essential criteria utilized by the division in the determination of certification; however, the division shall not certify a community rehabilitation program unless the division determines, in the division's sole discretion, that there are sufficient potential clients to generate a need for the community rehabilitation program.

(6) The division shall revoke, suspend, or deny certification of a community rehabilitation program for failure to adequately comply with the criteria as determined by the division.

(7) The division may grant provisional certification for not more than two years when the division determines a community rehabilitation program is:

(a) In substantial compliance with the division's criteria; but

(b) Is not yet eligible for accreditation.

(8) The division shall maintain and make available for distribution the Washington state community rehabilitation program plan which sets forth community rehabilitation program requirements.

[Statutory Authority: RCW 74.29.025, 95-04-050 (Order 3830), § 490-500-520, filed 1/25/95, effective 2/25/95. Statutory Authority: RCW 28A.10.025, 82-04-075 (Order 1758), § 490-500-520, filed 2/3/82; 79-05-040 (Order 1391), § 490-500-520, filed 4/26/79; Order 1050, § 490-500-520, filed 8/29/75.]

WAC 490-500-525 Termination of services under an individualized, written rehabilitation plan—Ineligible.

(1) The division shall terminate services under an individualized, written rehabilitation plan when the division determines the client is:

- (a) Not capable of achieving a rehabilitation goal; or
- (b) No longer eligible.

(2) The division shall make the decision to terminate services with the involvement of the client or the client's representative.

(3) When the division determines a client is ineligible for rehabilitation services, the division shall document and certify the client's ineligibility. The division shall ensure the documentation and certification is:

- (a) Placed in the client's file;
- (b) Dated; and
- (c) Signed by an appropriate division employee.

(4) The division shall not terminate services under an individualized, written rehabilitation plan when the client disputes the division's decision until the client's dispute reaches a final resolution.

(5) The division may unilaterally terminate services when the division has evidence the client obtained the planned services through misrepresentation, fraud, collusion, or criminal conduct.

[Statutory Authority: RCW 74.29.025, 95-04-050 (Order 3830), § 490-500-525, filed 1/25/95, effective 2/25/95; 90-11-114 (Order 2982), § 490-500-525, filed 5/22/90, effective 6/22/90; 84-18-023 (Order 2146), § 490-500-525, filed 8/29/84; Order 1050, § 490-500-525, filed 8/29/75; Order 775, § 490-500-525, filed 3/1/73.]

WAC 490-500-530 Termination of services under an individualized, written rehabilitation plan—For reasons other than ineligibility. The division shall terminate rehabilitation services when a client[:]

- (1) Has died;
- (2) Cannot be located by the division after reasonable efforts to locate the client;
- (3) Has been institutionalized under circumstances which preclude the provision of services for a substantial or indefinite period of time;
- (4) Has moved to another jurisdiction and the division is unable to continue provision of services; or
- (5) Removes oneself for consideration by declining to accept or utilize rehabilitation services after the division has made a reasonable effort to encourage participation.

[Statutory Authority: RCW 74.29.025, 95-04-050 (Order 3830), § 490-500-530, filed 1/25/95, effective 2/25/95; Order 1050, § 490-500-530, filed 8/29/75; Order 775, § 490-500-530, filed 3/1/73.]

Reviser's note: RCW 34.05.395 requires the use of underlining and deletion marks to indicate amendments to existing rules, and deems ineffectual changes not filed by the agency in this manner. The bracketed material in the above section does not appear to conform to the statutory requirement.

WAC 490-500-542 Termination of services under an individualized written rehabilitation plan—Rehabilitated. The division shall terminate services to a client based on achievement of the client's employment goal and the client is considered rehabilitated if the following conditions are met:

(1) The program of rehabilitation services as set forth in the client's rehabilitation plan has, insofar as possible, been completed; or

(2) The client and the division have mutually decided that it is necessary and/or appropriate for the client to choose and attain an alternative employment goal before completing a plan of service; and

(3) The division has provided or arranged for substantial rehabilitation services to the client. The division shall not terminate a client as rehabilitated unless the division has provided or arranged one or more primary rehabilitation services; and

(4) The division determines the client must have, at a minimum, achieved an employment goal which has been maintained for a period of time not less than sixty days; and

(5) The division and the client have assessed the need for post-employment services.

[Statutory Authority: RCW 74.29.025, 95-04-050 (Order 3830), § 490-500-542, filed 1/25/95, effective 2/25/95.]

WAC 490-500-545 Notification of termination. (1) The division shall provide written notification to a client when the division makes any determination to terminate the client's services unless the client is terminated from services under WAC 490-500-530 (1) or (2).

(2) The division shall ensure the written notice of termination:

(a) Specifies the reasons for the division's decision to terminate a client's services; and

(b) Clearly informs the client of the availability of the client assistance program, and the client's right to:

- (i) An administrative review; and
- (ii) A fair hearing on the decision.

[Statutory Authority: RCW 74.29.025, 95-04-050 (Order 3830), § 490-500-545, filed 1/25/95, effective 2/25/95; Order 1050, § 490-500-545, filed 8/29/75; Order 775, § 490-500-545, filed 3/1/73.]

WAC 490-500-555 Confidential information—Disclosure. Client information collected by the division is intended for the purpose of determining eligibility and for providing rehabilitation services to clients. This information is to be kept confidential and only used in accordance with appropriate program purposes. The division shall ensure the release or sharing of such information is consistent with the following provisions:

(1) Specific safeguards to ensure protection of current and stored personal information.

(2) All clients, client's representatives and as appropriate, service providers, cooperating agencies, and interested persons shall be informed of the confidentiality of personal information and the conditions for accessing and releasing this information.

(3) All clients or client's representatives shall be informed about the division's need to collect personal information and the policies governing its use.

(4) Persons who are unable to communicate in English or who rely on special modes of communication shall be provided explanations about the division's policies and procedures affecting personal information through methods that can be adequately understood by them.

(5) This WAC shall prevail over less stringent state laws and regulations.

(6) The division may establish reasonable fees to cover extraordinary costs of duplicating records or making extensive searches, and shall establish policies and procedures governing access to records.

(7) All personal information in the possession of the division shall only be used for purposes directly connected with the administration of the rehabilitation program. The division shall not share information containing identifiable personal information with advisory or other bodies which do not have official responsibility for administration of the program. In the administration of the program, the division may obtain personal information from service providers and cooperating agencies under assurances that the information shall not be further divulged, except as provided under subsections (8), (9), and (10) of this section.

(8) The division may release information to a client when requested in writing by the client or the client's representative. The division shall make all information in the case record accessible to the client or the client's representative in a timely manner. The division shall ensure medical, psychological, or other information which the division believes may be harmful to the client is:

(a) Not released directly to the client; but

(b) Only provided through the client's representative, a physician, or a licensed or certified psychologist;

(9) Personal information which has been obtained from another agency or organization may only be released by, or under the conditions established by, the other agency or organization.

(10) The division may only release personal information to an organization, agency, or person engaged in audit, evaluation, or research for purposes:

(a) Directly connected with the administration of the rehabilitation program; or

(b) Which would significantly improve the quality of life for an individual with a disability, and only if the organization, agency, or individual assures that the:

(i) Information is only used for the purposes for which the information is provided;

(ii) Information is only released to individuals officially connected with the audit, evaluation, or research;

(iii) Information is not released to the client;

(iv) Information is managed in a manner to safeguard confidentiality; and

(v) Final product does not reveal any personal identifying information without the informed written consent of the involved client or the client's representative.

(11) The division may release information to other programs or authorities:

(a) On receiving the informed written consent of the client. The division may only release:

(i) To another agency or organization, that personal information which may be released to the client, and only to the extent that the other agency or organization demonstrates that the information requested is necessary for its program; and

(ii) Medical or psychological information which the division believes may be harmful to the client when the other agency or organization assures the division that the information will:

(A) Only be used only for the purpose for which the information is being provided; and

(B) Not be further released to the client.

(b) If required by federal law;

(c) In response to:

(i) Investigations in connection with law enforcement, fraud, or abuse; except, where expressly prohibited by federal or state laws or regulations; and

(ii) Judicial order; and

(d) In order to protect the client or others when the client poses a threat to:

(i) Oneself; or

(ii) The safety of others.

(12) Client information about drug, alcohol, HIV/AIDS, and sexually transmitted diseases shall be handled in accordance with 34 CFR 361.49 and 42 CFR, Part 2 and applicable federal and state laws and regulations.

(13) The division shall release personal information upon request of the division of child support.

[Statutory Authority: RCW 74.29.025. 95-04-050 (Order 3830), § 490-500-555, filed 1/25/95, effective 2/25/95.]

WAC 490-500-560 Administrative review. (1) A client dissatisfied with a decision by the division regarding the client's rehabilitation program may request and receive from the division an administrative review and redetermination of the decision or action. The division shall ensure the purpose of the division's administrative review process is to effect a timely, informal resolution of disagreements. The division shall not use the review process to delay the more formal fair hearing unless each party agrees to a delay.

(2) The client shall request an administrative review, in writing, and submit the review request to any office of the division within fourteen days of the division's decision or action.

(3) A client requesting an administrative review and redetermination of the decision shall:

(a) Specify the date of the decision or action appealed;

(b) Precisely specify the issue to be resolved by the administrative review;

(c) State the address of the client or the client's representative; and

(d) Sign the request for administrative review or have the client's representative sign the request.

(4) The regional administrator or designee of the region where the client receives services shall conduct an administrative review within thirty days after the client's submission of the review request.

(5) The regional administrator or designee shall:

(a) Certify the review findings to the client, in writing, within fifteen days after the conclusion of the administrative review specifying the reasons for the findings; and

(b) Inform the client of the client's right to request and receive a fair hearing if dissatisfied with the findings.

(6) Unless the client or the client's representative so requests, the division shall not institute a suspension, reduction, or termination of services being provided under a rehabilitation plan pending final determination of administrative review, unless the division has evidence that the services have been obtained through the client's misrepresentation, fraud, collusion, or criminal conduct.

[Statutory Authority: RCW 74.29.025, 95-04-050 (Order 3830), § 490-500-560, filed 1/25/95, effective 2/25/95; 90-11-114 (Order 2982), § 490-500-560, filed 5/22/90, effective 6/22/90; 86-12-050 (Order 2385), § 490-500-560, filed 6/3/86; Order 1050, § 490-500-560, filed 8/29/75; Order 775, § 490-500-560, filed 3/1/73.]

WAC 490-500-580 Fair hearing—Adjudicative proceeding. (1) A client shall have the right to a fair hearing to contest any decision made by the division, including any decision:

(a) Concerning eligibility and/or the furnishing of rehabilitation services; and

(b) Rendered on administrative review if such as review was conducted.

(2) A client contesting a decision of the division shall, within fourteen days of receipt of the decision:

(a) Submit a written request for a hearing by a method producing proof of receipt by the office of appeals; and

(b) Include in or with the request for a hearing:

(i) A copy or statement of the division's decision being contested;

(ii) The grounds for contesting the division's decision; and

(iii) A specific statement of the issues and the laws involved.

(c) The proceeding shall be governed by the Administrative Procedure Act, chapter 34.05 RCW, this chapter, and chapter 388-08 WAC. If any provision of this chapter conflicts with chapter 388-08 WAC, the provision in this chapter governs.

(3) The hearing shall be held within forty-five days of the office of appeals' receipt of the request for hearing, unless extended for good cause shown upon request of either or both parties.

(4) The administrative law judge shall:

(a) Make a decision based on the provisions of the approved state plan, and federal and state rehabilitation laws, regulations, and policies; and

(b) Serve an initial decision supported by a full written report of the findings and grounds upon which it is based within thirty days of the completion of the hearing.

(5) The division shall ensure the initial decision becomes final unless:

(a) A petition for review is filed by the client in accordance with chapter 388-08 WAC; or

(b) The director gives notice of intent to review within twenty days of the mailing of the initial decision.

(6) The director shall conduct the review of the initial fair hearing decision and shall not delegate the review to another individual.

(a) If the director seeks a review of the initial decision, the division shall provide the client an opportunity to submit additional information relevant to the decision. The client shall submit supplemental information, in writing, within fourteen days of the notification of the director's intention to review, unless the client seeks an extension from the director on showing of good cause.

(b) If the client seeks a review of the initial decision, the division shall limit the review to the record created at the hearing before the administrative law judge.

(c) The director shall not overturn or modify an initial decision that supports the client's position unless the director concludes, based on clear and convincing evidence, that the initial decision is clearly erroneous because it is contrary to the:

(i) Approved state plan; or

(ii) Federal or state rehabilitation laws, regulations, or policies.

(d) The director shall make a final decision, in writing, within thirty days of the:

(i) Client's filing of a petition for review; or

(ii) Director's notice of intent to review or on completion of any supplemental record on review, whichever is later.

(e) The director's final decision shall include a full report of the findings and the grounds for such decision. On making the final decision, the director shall provide a copy of such decision to the client.

(7) The administrative law judge or director may provide for reasonable time extensions for good cause shown at the request of either or both parties, except for the time limitation established for the director to give notice of intent to review an initial decision.

(8) The division shall not institute a suspension, reduction, or termination of services under a rehabilitation plan pending final determination of the fair hearing or petition for review unless the:

(a) Client or the client's representative so requests; or

(b) Division has evidence the services have been obtained through the client's misrepresentation, fraud, collusion, or criminal conduct.

[Statutory Authority: RCW 74.29.025, 95-04-050 (Order 3830), § 490-500-580, filed 1/25/95, effective 2/25/95.]

WAC 490-500-590 Client records. The division shall maintain for each client a case record which includes, to the extent pertinent, the following information:

(1) An application and any other information relevant to the client;

(2) Documentation of the type and nature of the client's disabilities and impairments;

(3) Documentation supporting the determination that the client meets the criteria of severe disability and the nature of that severe disability;

(4) Documentation of the determination of eligibility or ineligibility and documentation of the assessment and

rationale supporting such a decision to include documentation:

- (a) Of eligibility and rehabilitation needs;
 - (b) That an extended evaluation of rehabilitation potential is necessary to make such an eligibility determination; or
 - (c) Of ineligibility.
- (5) Data gathered during the comprehensive assessment for the development of the individualized, written rehabilitation plan;
- (6) Narrative documentation of periodic progress reviews throughout the rehabilitation of the client;
- (7) An individualized, written rehabilitation plan as jointly developed and any amendments to such plan;
- (8) Data relating to the client's financial participation in the cost of rehabilitation services;
- (9) Data relating to the eligibility of the client for comparable services and benefits under any other program;
- (10) Documentation of the decision to provide services, the nature and scope of such services, and the authorization and payment for such services;
- (11) Documentation of the annual review and results of the review;
- (12) Documentation that the client has been advised of the confidentiality of all information pertaining to the client's rehabilitation, and documentation and other material pertinent to the release of any information concerning the client on the basis of the written consent of the client or client's representative;
- (13) Documentation of the decision and rationale for terminating the rehabilitation program, including the employment status of the client, and documentation of the division's determination of the client's rehabilitation status;
- (14) Documentation of any plans for the provision of post-employment services after the employment objective has been achieved, the rationale for such plans, a description of the planned services, and the outcomes achieved;
- (15) Documentation that the client has been informed of the rights, responsibilities, and services available through the client assistance program;
- (16) Documentation as to any action and decision involving the client's request for an administrative review or fair hearing; and
- (17) Documentation of results of annual reviews of cases closed ineligible, too severely disabled, or as a sheltered employee in a community rehabilitation program.

[Statutory Authority: RCW 74.29.025, 95-04-050 (Order 3830), § 490-500-590, filed 1/25/95, effective 2/25/95; Order 1050, § 490-500-590, filed 8/29/75; Order 775, § 490-500-590, filed 3/1/73.]

WAC 490-500-600 Independent living program. (1)

The division may provide independent living program services:

- (a) Consistent with Title VII of the Rehabilitation Act, as amended, to an eligible client who has:
 - (i) Not been determined eligible for and receiving services from Title I (vocational rehabilitation program) of the Rehabilitation Act, as amended; or
 - (ii) Been determined eligible for the Title I program but has chosen not to participate in the Title I program; and

- (b) To the extent that division resources are available.
 - (2) A client may apply for independent living program services in areas where such services are available through the division.
 - (3) A client shall participate fully throughout the client's independent living program.

[Statutory Authority: RCW 74.29.025, 95-04-050 (Order 3830), § 490-500-600, filed 1/25/95, effective 2/25/95; 90-11-114 (Order 2982), § 490-500-600, filed 5/22/90, effective 6/22/90.]

WAC 490-500-605 Independent living program—Eligibility/ineligibility. (1)

The division shall make an eligibility/ineligibility determination for applicants for independent living program services. After receiving the application, the division shall conduct an assessment to determine eligibility and independent living needs as soon as possible. The division shall ensure the assessment identifies specific needs of the client, and includes the following areas, as necessary:

- (a) Environment management;
 - (b) Financial management;
 - (c) Home management;
 - (d) Social skills;
 - (e) Self-care; and
 - (f) Education/vocational.
- (2) The division shall only base eligibility on:
- (a) The presence of a severe physical, mental, or sensory disability which substantially limits the client's ability to function independently in family or community life; and
 - (b) A determination that the delivery of independent living program services will improve the individual's ability to function, continue functioning, or move toward functioning independently in family or community life.

(3) The division shall document, date, and sign the eligibility/ineligibility determination.

(4) If the division contracts to a third party to provide independent living program services, the division may choose to delegate the determination of eligibility/ineligibility for independent living services and the development of a written independent living plan.

The service provider shall comply with WAC 490-500-600 through 490-500-625.

(5) The division or, if appropriate, the service provider shall follow other eligibility requirements and procedures described under WAC 490-500-030 (2), and (3), 490-500-050 (1) and (3), 490-500-055, and 490-500-065.

[Statutory Authority: RCW 74.29.025, 95-04-050 (Order 3830), § 490-500-605, filed 1/25/95, effective 2/25/95; 90-11-114 (Order 2982), § 490-500-605, filed 5/22/90, effective 6/22/90.]

WAC 490-500-615 Independent living program—Economic need and comparable services and benefits.

The division or, if appropriate, the service provider, shall follow the provisions of economic need under WAC 490-500-180 through 490-500-200 and comparable services and benefits under WAC 490-500-325 with all clients in the independent living program.

[Statutory Authority: RCW 74.29.025. 95-04-050 (Order 3830), § 490-500-615, filed 1/25/95, effective 2/25/95; 90-11-114 (Order 2982), § 490-500-615, filed 5/22/90, effective 6/22/90.]

WAC 490-500-620 Independent living program—Written independent living plan. (1) When a determination of eligibility for independent living program services, has been made the client and the VRC or, if appropriate, the service provider, shall jointly develop and mutually agree on a written independent living plan unless the client chooses to sign a waiver that such plan is unnecessary. A written independent living plan may include:

(a) Goals or objectives addressing specific barriers to family or community participation;

(b) Services to be provided leading to the accomplishment of each goal and the anticipated duration of such services; and

(c) Signature of the client or the client's representative.

(2) The division, or if appropriate, the service provider shall provide a copy of the written independent living plan and any amendments to the client or client's representative.

(3) The division shall give the client the opportunity to redevelop the written, independent living plan as often as necessary, but at least on an annual basis.

(4) The division, or if appropriate, the service provider shall review the written independent living plan as often as necessary but at least on an annual basis to determine whether:

(a) Services should be continued, modified, or discontinued; or

(b) The client should be referred for services to any other program of assistance.

[Statutory Authority: RCW 74.29.025. 95-04-050 (Order 3830), § 490-500-620, filed 1/25/95, effective 2/25/95; 90-11-114 (Order 2982), § 490-500-620, filed 5/22/90, effective 6/22/90.]

WAC 490-500-622 Independent living program—Independent living services. The division or the service provider shall provide independent living program services necessary to achieve the client's rehabilitation goal, including, but not limited to:

(1) Information and referral;

(2) Assessments;

(3) Independent living skills training;

(4) Counseling, including peer counseling;

(5) Individual and systems advocacy; and

(6) Other independent living goods and services.

[Statutory Authority: RCW 74.29.025. 95-04-050 (Order 3830), § 490-500-622, filed 1/25/95, effective 2/25/95.]

WAC 490-500-625 Independent living program—Termination. The division shall terminate independent living program services for a client when the client:

(1) Successfully or substantially completes the written, independent living plan;

(2) Is not able or does not wish to participate in services;

(3) Is determined ineligible or is no longer eligible; or

(4) Has been determined eligible for and is about to receive vocational rehabilitation program services.

The division, or if appropriate, the service provider shall follow procedures for termination as required under WAC 490-500-525, 490-500-530, and 490-500-545.

[Statutory Authority: RCW 74.29.025. 95-04-050 (Order 3830), § 490-500-625, filed 1/25/95, effective 2/25/95; 90-11-114 (Order 2982), § 490-500-625, filed 5/22/90, effective 6/22/90.]

WAC 490-500-627 Independent living program—Client records. The division or the service provider, shall maintain for each client a case record which includes, at a minimum, the following:

(1) Documentation concerning eligibility or ineligibility for services;

(2) Documentation of the services requested by the client;

(3) Either the written independent living plan developed with the client or a waiver signed by the client stating that a written independent living plan is unnecessary;

(4) Documentation of the services actually provided to the client;

(5) Documentation of the independent living goals and objectives which were:

(a) Established with the client, whether or not in the client's written independent living plan; and

(b) Achieved by the client; and

(6) To the extent pertinent, other information contained in WAC 490-500-590.

[Statutory Authority: RCW 74.29.025. 95-04-050 (Order 3830), § 490-500-627, filed 1/25/95, effective 2/25/95.]

WAC 490-500-630 Statewide independent living council. (1) The state shall establish a statewide independent living council. The council shall not be established as an entity within any state agency.

(2) The council shall provide advocacy, education, and leadership in order to:

(a) Guide development of and promote access to independent living services and centers for independent living statewide;

(b) Increase opportunities for self-determination and empower people with disabilities to live self-directed lives; and

(c) Create awareness of people with disabilities as a valuable human resource.

(3) The governor shall appoint council members.

(4) The council shall ensure council membership and term of office are consistent with the Rehabilitation Act, as amended, Title VII, Section 705.

(5) The duties of the council shall be to:

(a) Jointly develop and sign, with the division of vocational rehabilitation and the department of services for the blind, an independent living state plan;

(b) Monitor, review, and evaluate the implementation of the state plan;

(c) Coordinate activities with the state rehabilitation advisory council and councils that address the needs of specific disability populations and issues under other federal law;

(d) Hold regularly scheduled public meetings and provide sufficient, advance notice;

(e) Submit required periodic reports to rehabilitation services administration;

(f) Hold hearings and forums as may be necessary to carry out the council duties;

(g) Prepare and plan for the provision of resources including council staff and personnel; and

(h) Supervise and evaluate council staff and personnel.

(6) The council shall be responsible for budgeting and the proper expenditure and use of funds and resources the council receives.

(7) The council members shall not cast a vote on any matter that may:

(a) Provide direct financial benefit to a member or a member's organization;

(b) Create some other conflict of interest; or

(c) Otherwise give the appearance of a conflict of interest.

[Statutory Authority: RCW 74.29.025. 95-04-050 (Order 3830), § 490-500-630, filed 1/25/95, effective 2/25/95.]

WAC 490-500-635 State rehabilitation advisory council. (1) The state shall establish a state rehabilitation advisory council.

(2) The council shall advise the division on program development and the delivery of vocational rehabilitation services to individuals with disabilities in the state.

(3) The governor shall appoint council members.

(4) The council shall ensure council membership and term of office are consistent with the Rehabilitation Act, as amended, Title I, Section 105.

(5) The council shall:

(a) Review, analyze, and advise the division in accordance with the Rehabilitation Act, as amended, Title I relating to:

(i) Eligibility;

(ii) Extent, scope, and effectiveness of services; and

(iii) Functions performed by state agencies that affect the ability of individuals with disabilities to achieve rehabilitation goals and objectives.

(b) Advise the division and assist in the preparation of the state plan, strategic plan, and other applications under Title I of the Rehabilitation Act, as amended;

(c) To the extent feasible conduct reviews and analyses of the effectiveness of the program and consumer satisfaction;

(d) Prepare and submit an annual report to the governor and rehabilitation services administration;

(e) Coordinate with the state independent living council and councils that address the needs of specific disability populations and issues under other federal law;

(f) Prepare and plan for the provision of resources including council staff and personnel;

(g) Supervise and evaluate such council staff and personnel;

(h) Hold regularly scheduled public meetings at least four times per year and provide sufficient, advance notice; and

(i) Hold hearings and forums as may be necessary to carry out the duties of the council.

(6) The council shall be responsible for budgeting and the proper expenditure and use of funds and resources the council receives.

(7) The council members shall not cast a vote on any matter that may:

(a) Provide direct financial benefit to the member or the member's organization;

(b) Create some other conflict of interest; or

(c) Otherwise give the appearance of a conflict of interest.

[Statutory Authority: RCW 74.29.025. 95-04-050 (Order 3830), § 490-500-635, filed 1/25/95, effective 2/25/95.]

Chapter 490-800 WAC

PRIVATE VOCATIONAL SCHOOL REGULATIONS

WAC

490-800-255 Readoption/recodification.

DISPOSITION OF SECTIONS FORMERLY CODIFIED IN THIS CHAPTER

- 490-800-010 Authority. [Statutory Authority: Chapter 28C.10 RCW. 87-02-019 (Resolution No. 86-81-3), § 490-800-010, filed 12/31/86. Statutory Authority: RCW 28C.10.010 through 28C.10.220. 86-15-075 (Order 86-78-3, Resolution No. 86-78-3), § 490-800-010, filed 7/23/86.] Repealed by 91-01-056, filed 12/13/90, effective 12/13/90. Statutory Authority: Chapter 28C.10 RCW. Later promulgation, see WAC 490-100-010.
- 490-800-012 Duties of the agency. [Statutory Authority: Chapter 28C.10 RCW. 87-02-019 (Resolution No. 86-81-3), § 490-800-012, filed 12/31/86.] Repealed by 91-01-056, filed 12/13/90, effective 12/13/90. Statutory Authority: Chapter 28C.10 RCW. Later promulgation, see WAC 490-100-012.
- 490-800-015 Delegation. [Statutory Authority: Chapter 28C.10 RCW. 87-02-019 (Resolution No. 86-81-3), § 490-800-015, filed 12/31/86.] Repealed by 91-01-056, filed 12/13/90, effective 12/13/90. Statutory Authority: Chapter 28C.10 RCW. Later promulgation, see WAC 490-100-015.
- 490-800-020 Previous rules and regulations repealed. [Statutory Authority: Chapter 28C.10 RCW. 87-02-019 (Resolution No. 86-81-3), § 490-800-020, filed 12/31/86. Statutory Authority: RCW 28C.10.010 through 28C.10.220. 86-15-075 (Order 86-78-3, Resolution No. 86-78-3), § 490-800-020, filed 7/23/86.] Repealed by 91-01-056, filed 12/13/90, effective 12/13/90. Statutory Authority: Chapter 28C.10 RCW.
- 490-800-030 Exemptions. [Statutory Authority: Chapter 28C.10 RCW. 87-02-019 (Resolution No. 86-81-3), § 490-800-030, filed 12/31/86. Statutory Authority: RCW 28C.10.010 through 28C.10.220. 86-15-075 (Order 86-78-3, Resolution No. 86-78-3), § 490-800-030, filed 7/23/86.] Repealed by 91-01-056, filed 12/13/90, effective 12/13/90. Statutory Authority: Chapter 28C.10 RCW. Later promulgation, see WAC 490-100-030.
- 490-800-035 Auxiliary facilities. [Statutory Authority: Chapter 28C.10 RCW. 91-01-056, § 490-800-035, filed 12/13/90, effective 12/13/90.] Repealed by 91-01-056, filed 12/13/90, effective 12/13/90. Statutory Authority: Chapter 28C.10 RCW. Later promulgation, see WAC 490-100-035.
- 490-800-040 Cancellation and refund policy. [Statutory Authority: Chapter 28C.10 RCW. 87-02-019 (Resolution No. 86-81-3), § 490-800-040, filed 12/31/86. Statutory Authority: RCW 28C.10.010 through 28C.10.220. 86-15-075 (Order 86-78-3, Resolution No. 86-78-3), § 490-800-040, filed 7/23/86.] Repealed by 91-01-056, filed 12/13/90, effective

- 12/13/90. Statutory Authority: Chapter 28C.10 RCW. Later promulgation, see WAC 490-100-040.
- 490-800-050 Catalog, brochure, or other written material. [Statutory Authority: Chapter 28C.10 RCW. 87-02-019 (Resolution No. 86-81-3), § 490-800-050, filed 12/31/86. Statutory Authority: RCW 28C.10.010 through 28C.10.220. 86-15-075 (Order 86-78-3, Resolution No. 86-78-3), § 490-800-050, filed 7/23/86.] Repealed by 91-01-056, filed 12/13/90, effective 12/13/90. Statutory Authority: Chapter 28C.10 RCW. Later promulgation, see WAC 490-100-050.
- 490-800-060 Enrollment contract or agreement. [Statutory Authority: Chapter 28C.10 RCW. 87-02-019 (Resolution No. 86-81-3), § 490-800-060, filed 12/31/86. Statutory Authority: RCW 28C.10.010 through 28C.10.220. 86-15-075 (Order 86-78-3, Resolution No. 86-78-3), § 490-800-060, filed 7/23/86.] Repealed by 91-01-056, filed 12/13/90, effective 12/13/90. Statutory Authority: Chapter 28C.10 RCW. Later promulgation, see WAC 490-100-060.
- 490-800-070 Time of application. [Statutory Authority: Chapter 28C.10 RCW. 87-02-019 (Resolution No. 86-81-3), § 490-800-070, filed 12/31/86. Statutory Authority: RCW 28C.10.010 through 28C.10.220. 86-15-075 (Order 86-78-3, Resolution No. 86-78-3), § 490-800-070, filed 7/23/86.] Repealed by 91-01-056, filed 12/13/90, effective 12/13/90. Statutory Authority: Chapter 28C.10 RCW. Later promulgation, see WAC 490-100-070.
- 490-800-080 Display of licenses—Loss or destruction—Change of name—Change of location. [Statutory Authority: Chapter 28C.10 RCW. 87-02-019 (Resolution No. 86-81-3), § 490-800-080, filed 12/31/86. Statutory Authority: RCW 28C.10.010 through 28C.10.220. 86-15-075 (Order 86-78-3, Resolution No. 86-78-3), § 490-800-080, filed 7/23/86.] Repealed by 91-01-056, filed 12/13/90, effective 12/13/90. Statutory Authority: Chapter 28C.10 RCW. Later promulgation, see WAC 490-100-080.
- 490-800-090 Change of ownership—License nontransferable. [Statutory Authority: Chapter 28C.10 RCW. 87-02-019 (Resolution No. 86-81-3), § 490-800-090, filed 12/31/86. Statutory Authority: RCW 28C.10.010 through 28C.10.220. 86-15-075 (Order 86-78-3, Resolution No. 86-78-3), § 490-800-090, filed 7/23/86.] Repealed by 91-01-056, filed 12/13/90, effective 12/13/90. Statutory Authority: Chapter 28C.10 RCW. Later promulgation, see WAC 490-100-090.
- 490-800-100 Application contents. [Statutory Authority: Chapter 28C.10 RCW. 87-14-007 (Resolution No. 87-86-4), § 490-800-100, filed 6/22/87; 87-02-019 (Resolution No. 86-81-3), § 490-800-100, filed 12/31/86. Statutory Authority: RCW 28C.10.010 through 28C.10.220. 86-15-075 (Order 86-78-3, Resolution No. 86-78-3), § 490-800-100, filed 7/23/86.] Repealed by 91-01-056, filed 12/13/90, effective 12/13/90. Statutory Authority: Chapter 28C.10 RCW. Later promulgation, see WAC 490-100-100.
- 490-800-105 Application for license to operate as agent of an out-of-state private vocational school. [Statutory Authority: Chapter 28C.10 RCW. 87-02-019 (Resolution No. 86-81-3), § 490-800-105, filed 12/31/86. Statutory Authority: RCW 28C.10.010 through 28C.10.220. 86-15-075 (Order 86-78-3, Resolution No. 86-78-3), § 490-800-105, filed 7/23/86.] Repealed by 91-01-056, filed 12/13/90, effective 12/13/90. Statutory Authority: Chapter 28C.10 RCW. Later promulgation, see WAC 490-100-105.
- 490-800-110 Notice of actions by governmental entities or accrediting commissions—Change of circumstances. [Statutory Authority: Chapter 28C.10 RCW. 87-02-019 (Resolution No. 86-81-3), § 490-800-110, filed 12/31/86. Statutory Authority: RCW 28C.10.010 through 28C.10.220. 86-15-075 (Order 86-78-3, Resolution No. 86-78-3), § 490-800-110, filed 7/23/86.] Repealed by 91-01-056, filed 12/13/90, effective 12/13/90. Statutory Authority: Chapter 28C.10 RCW. Later promulgation, see WAC 490-100-110.
- 490-800-120 Fees. [Statutory Authority: Chapter 28C.10 RCW. 87-02-019 (Resolution No. 86-81-3), § 490-800-120, filed 12/31/86. Statutory Authority: RCW 28C.10.010 through 28C.10.220. 86-15-075 (Order 86-78-3, Resolution No. 86-78-3), § 490-800-120, filed 7/23/86.] Repealed by 91-01-056, filed 12/13/90, effective 12/13/90. Statutory Authority: Chapter 28C.10 RCW. Later promulgation, see WAC 490-100-120.
- 490-800-130 Financial standards. [Statutory Authority: Chapter 28C.10 RCW. 87-14-007 (Resolution No. 87-86-4), § 490-800-130, filed 6/22/87; 87-02-019 (Resolution No. 86-81-3), § 490-800-130, filed 12/31/86. Statutory Authority: RCW 28C.10.010 through 28C.10.220. 86-15-075 (Order 86-78-3, Resolution No. 86-78-3), § 490-800-130, filed 7/23/86.] Repealed by 91-01-056, filed 12/13/90, effective 12/13/90. Statutory Authority: Chapter 28C.10 RCW. Later promulgation, see WAC 490-100-130.
- 490-800-140 Program standards. [Statutory Authority: Chapter 28C.10 RCW. 87-02-019 (Resolution No. 86-81-3), § 490-800-140, filed 12/31/86. Statutory Authority: RCW 28C.10.010 through 28C.10.220. 86-15-075 (Order 86-78-3, Resolution No. 86-78-3), § 490-800-140, filed 7/23/86.] Repealed by 91-01-056, filed 12/13/90, effective 12/13/90. Statutory Authority: Chapter 28C.10 RCW. Later promulgation, see WAC 490-100-140.
- 490-800-150 Staff qualifications. [Statutory Authority: Chapter 28C.10 RCW. 87-02-019 (Resolution No. 86-81-3), § 490-800-150, filed 12/31/86. Statutory Authority: RCW 28C.10.010 through 28C.10.220. 86-15-075 (Order 86-78-3, Resolution No. 86-78-3), § 490-800-150, filed 7/23/86.] Repealed by 91-01-056, filed 12/13/90, effective 12/13/90. Statutory Authority: Chapter 28C.10 RCW. Later promulgation, see WAC 490-100-150.
- 490-800-160 Facilities. [Statutory Authority: Chapter 28C.10 RCW. 87-02-019 (Resolution No. 86-81-3), § 490-800-160, filed 12/31/86. Statutory Authority: RCW 28C.10.010 through 28C.10.220. 86-15-075 (Order 86-78-3, Resolution No. 86-78-3), § 490-800-160, filed 7/23/86.] Repealed by 91-01-056, filed 12/13/90, effective 12/13/90. Statutory Authority: Chapter 28C.10 RCW. Later promulgation, see WAC 490-100-160.
- 490-800-170 Equipment and materials. [Statutory Authority: Chapter 28C.10 RCW. 87-02-019 (Resolution No. 86-81-3), § 490-800-170, filed 12/31/86. Statutory Authority: RCW 28C.10.010 through 28C.10.220. 86-15-075 (Order 86-78-3, Resolution No. 86-78-3), § 490-800-170, filed 7/23/86.] Repealed by 91-01-056, filed 12/13/90, effective 12/13/90. Statutory Authority: Chapter 28C.10 RCW. Later promulgation, see WAC 490-100-170.
- 490-800-180 Tuition recovery fund. [Statutory Authority: Chapter 28C.10 RCW. 87-14-007 (Resolution No. 87-86-4), § 490-800-180, filed 6/22/87; 87-02-019 (Resolution No. 86-81-3), § 490-800-180, filed 12/31/86. Statutory Authority: RCW 28C.10.010 through 28C.10.220. 86-15-075 (Order 86-78-3, Resolution No. 86-78-3), § 490-800-180, filed 7/23/86.] Repealed by 91-01-056, filed 12/13/90, effective 12/13/90. Statutory Authority: Chapter 28C.10 RCW. Later promulgation, see WAC 490-100-180.
- 490-800-190 Prohibitions. [Statutory Authority: Chapter 28C.10 RCW. 87-02-019 (Resolution No. 86-81-3), § 490-800-190, filed 12/31/86. Statutory Authority: RCW 28C.10.010 through 28C.10.220. 86-15-075 (Order 86-78-3, Resolution No. 86-78-3), § 490-800-190, filed 7/23/86.] Repealed by 91-01-056, filed 12/13/90, effective 12/13/90. Statutory Authority: Chapter 28C.10 RCW. Later promulgation, see WAC 490-100-190.
- 490-800-200 Complaints. [Statutory Authority: Chapter 28C.10 RCW. 87-02-019 (Resolution No. 86-81-3), § 490-800-200, filed 12/31/86. Statutory Authority: RCW 28C.10.010 through 28C.10.220. 86-15-075 (Order 86-78-3, Resolution No. 86-78-3), § 490-800-200, filed 7/23/86.] Repealed by 91-01-056, filed 12/13/90, effective 12/13/90. Statutory Authority: Chapter 28C.10 RCW. Later promulgation, see WAC 490-100-200.
- 490-800-205 Appeals. [Statutory Authority: Chapter 28C.10 RCW. 87-02-019 (Resolution No. 86-81-3), § 490-800-205, filed 12/31/86.] Repealed by 91-01-056, filed 12/13/90, effective 12/13/90. Statutory Authority: Chapter 28C.10 RCW. Later promulgation, see WAC 490-100-205.

- 490-800-208 Hearings. [Statutory Authority: Chapter 28C.10 RCW. 87-02-019 (Resolution No. 86-81-3), § 490-800-208, filed 12/31/86.] Repealed by 91-01-056, filed 12/13/90, effective 12/13/90. Statutory Authority: Chapter 28C.10 RCW. Later promulgation, see WAC 490-100-208.
- 490-800-210 Record retention. [Statutory Authority: Chapter 28C.10 RCW. 87-02-019 (Resolution No. 86-81-3), § 490-800-210, filed 12/31/86. Statutory Authority: RCW 28C.10.010 through 28C.10.220. 86-15-075 (Order 86-78-3, Resolution No. 86-78-3), § 490-800-210, filed 7/23/86.] Repealed by 91-01-056, filed 12/13/90, effective 12/13/90. Statutory Authority: Chapter 28C.10 RCW. Later promulgation, see WAC 490-100-210.
- 490-800-220 School closing/change of status. [Statutory Authority: Chapter 28C.10 RCW. 87-02-019 (Resolution No. 86-81-3), § 490-800-220, filed 12/31/86. Statutory Authority: RCW 28C.10.010 through 28C.10.220. 86-15-075 (Order 86-78-3, Resolution No. 86-78-3), § 490-800-220, filed 7/23/86.] Repealed by 91-01-056, filed 12/13/90, effective 12/13/90. Statutory Authority: Chapter 28C.10 RCW. Later promulgation, see WAC 490-100-220.
- 490-800-230 Declaratory rulings. [Statutory Authority: Chapter 28C.10 RCW. 87-02-019 (Resolution No. 86-81-3), § 490-800-230, filed 12/31/86. Statutory Authority: RCW 28C.10.010 through 28C.10.220. 86-15-075 (Order 86-78-3, Resolution No. 86-78-3), § 490-800-230, filed 7/23/86.] Repealed by 91-01-056, filed 12/13/90, effective 12/13/90. Statutory Authority: Chapter 28C.10 RCW. Later promulgation, see WAC 490-100-230.
- 490-800-240 Declaratory rulings—Forms. [Statutory Authority: RCW 28C.10.010 through 28C.10.220. 86-15-075 (Order 86-78-3, Resolution No. 86-78-3), § 490-800-240, filed 7/23/86.] Repealed by 91-01-056, filed 12/13/90, effective 12/13/90. Statutory Authority: Chapter 28C.10 RCW. Later promulgation, see WAC 490-100-240.
- 490-800-250 Degree-granting private vocational schools—Applicable rules. [Statutory Authority: Chapter 28C.10 RCW. 87-14-007 (Resolution No. 87-86-4), § 490-800-250, filed 6/22/87; 87-02-019 (Resolution No. 86-81-3), § 490-800-250, filed 12/31/86.] Repealed by 91-01-056, filed 12/13/90, effective 12/13/90. Statutory Authority: Chapter 28C.10 RCW. Later promulgation, see WAC 490-100-250.

WAC 490-800-255 Readoption/recodification. This chapter is readopted and recodified under the same section numbers but under a new chapter, chapter 490-100 WAC. Chapter 490-800 WAC is repealed.

[Statutory Authority: Chapter 28C.10 RCW. 91-01-056, § 490-800-255, filed 12/13/90, effective 12/13/90.]