

LIMITED MENTAL HEALTH LICENSING AND TRAINING REQUIREMENTS

429.075 Limited mental health license.

An assisted living facility that serves three or more mental health residents must obtain a limited mental health license.

Limited Mental Health Requirements:

- a facility must hold a standard license as an assisted living facility,
- must not have any current uncorrected deficiencies or violations,
 - facilities applying for a limited mental health license which have uncorrected deficiencies or violations found during the facility's last survey, complaint investigation, or monitoring visit will be surveyed prior to the issuance of a limited mental health license to determine if such deficiencies or violations have been corrected,
- within 6 months after receiving a limited mental health license, the facility administrator and the staff of the facility who are in direct contact with mental health residents must complete at least 6 hours of training provided or approved by the Department of Children and Family Services
- there are no additional licensure application fees for a limited mental health license.

The application for standard licensure includes:

- Proof of financial ability to operate
- Proof of general liability insurance coverage
- Local zoning approval
- Satisfactory fire safety inspection from the State Fire Marshal
- Satisfactory sanitation report from the county health department
- Compliance with level 2 background screening for the owner, administrator and, chief financial officer
- Nonrefundable application fee (\$371 and \$62 per private pay bed)
- Controlling interest, board members and management company disclosure
- Community Residential Home Affidavit of Compliance (if zoned single or multi-family)
- Satisfactory visual inspection of the facility by the Agency

Survey requirements specific to a limited mental health facility:

- The facility must maintain a standard license with no uncorrected deficiencies,
- The admission and discharge log is up to date,
- The individual meets the definition of mental health resident,
- The resident has an appropriately completed community living support plan on file within 30 days of admission,
- The community living support plan is available for inspection at the time of survey and is updated annually,
- A cooperative agreement with a local community mental health center is in place
- The facility assists with activities in the community living support plan,
- Inappropriate residents are be discharged,

- Opportunities are provided for case manager contact,
- Staff must observe and document the resident's behavior and functioning,
- The administrator, manager and direct care staff have training within 6 months of employment.

Administrator Requirements:

- Compliance with level 2 background screening,
- Be at least 21 years of age, have a high school diploma or general equivalency diploma
- Completion of core training.

Core training requirements consist of a minimum of 26 hours of training plus a competency test. Core training must be successfully completed within 3 months after becoming an administrator.

Core Training Topics:

State law and rules relating to ALFs,
 Resident rights,
 Identifying and reporting abuse, neglect and exploitation,
 Special needs of elderly persons, persons with mental illness and persons with developmental disabilities,
 Nutrition and food services,
 Medication management, record keeping and techniques for assisting residents with self-administered medication,
 Firesafety requirements and,
 Alzheimer's Disease.