Kansas Administrative Regulations

Department of Health and Environment

Article 4.—Maternal and Child Health—Detention Centers and Secure Care Centers for Children and Youth.

28-4-353a. Staff development.

(a) Each person having contact with juveniles shall demonstrate emotional maturity, sound judgment, and a sound knowledge of the developmental needs of children.

(b) Center director qualifications.

(1) Each center director shall demonstrate the following skills and abilities:

(A) Thorough knowledge of the Kansas code for the care of children and the Kansas juvenile offender code;

(B) considerable knowledge of principles and techniques applicable to the care and rehabilitation of juveniles and to the growth, development, needs and unique problems of children;

(C) considerable knowledge of the principles, practices, methods and techniques of administration and management;

(D) ability to train, supervise, plan, direct and evaluate the work of others, as documented by experience, training or a combination of both;

(E) ability to establish and maintain effective working relationships with others; and

(F) ability to establish and maintain effective working relationships with the courts, law enforcement agencies, schools and community organizations.

(2) Each detention center director shall have at least a bachelor's degree in social work, human development and family life, psychology, education or criminal justice, with a minimum of 15 semester hours in courses related to child or adolescent development or juvenile delinquency, and shall have a minimum of three years of administrative or supervisory experience within a child care or juvenile justice agency.

(3) Each detention center director shall demonstrate thorough knowledge of the methods and techniques used in dealing with juvenile offenders in an institutional or detention setting.

(4) Each secure care center director shall have at least a master's degree in social work or a related field, or shall have a bachelor's degree in social work, human development and family life, psychology or education and a minimum of three years of supervisory experience within a child care agency.

(5) Each secure care center director shall demonstrate thorough knowledge of the methods and techniques used in dealing with juveniles in a residential setting;

(c) Each facility manager shall have at least a bachelor's degree and have three years of supervisory experience in a child care or juvenile justice agency serving youth of the same age and shall demonstrate thorough knowledge of the methods and techniques used in dealing with juvenile offenders in an institutional or detention setting. The facility manager may be the same person as the program manager if the qualifications for program manager required by K.A.R. 28-4-353a(d) are met.

(d) Each program manager shall have at least a bachelor's degree in social work or human development and family life, and shall have one year of supervisory experience in a child care or juvenile justice agency serving youth of the same age. The program manager may be the same person as the facility manager.

(e) Youth care staff and alternate youth care staff shall, before employment:

(1) Be twenty-one years of age or older;

(2) have a high school diploma or its equivalent; and

(3) have a minimum of:

(A) Three semester hours of college-level study in adolescent development, psychology or a related subject;

(B) forty-five clock hours in documented training in child care or child development; or

(C) one year of experience as a child care worker or house parent in a facility serving youth of the same age.

(f) Professional staff and consultants shall meet all Kansas qualification and licensing requirements for their profession.

(g) Food service staff shall:

(1) Comply with Kansas health standards as enumerated in K.A.R. 28-36-22;

(2) have knowledge of the nutritional needs of children and youth;

(3) understand quantity food preparation and service; and

(4) practice sanitary food handling and storage methods.

(h) Staff professional development. Professional development shall consist of organized, evaluated activity designed to achieve specific learning objectives. Professional development may occur through workshops, seminars, staff meetings or through closely supervised on-the-job training.

(1) Each center shall have written policies and procedures governing orientation and ongoing inservice training. Each employee shall receive orientation training before being independently assigned a particular job.

(2) Each youth care staff member shall receive at least eight hours of orientation training before assuming supervisory responsibility of juveniles and an additional 32 hours of orientation training before assuming independent responsibility for supervision of juveniles. There shall be written documentation of orientation training. Orientation training shall include, but not be limited to:

(A) Accident and injury prevention;

(B) child abuse, neglect and exploitation reporting;

(C) crisis management and intervention;

(D) emergency and safety procedures to follow in the event of an emergency, bomb threat, fire, tornado, riot or flood;

(E) facility policies and procedures;

(F) first aid including rescue breathing;

(G) health, sanitation and safety measures;

(H) job duties and responsibilities;

(I) juvenile rights;

(J) observation of symptoms of illness and communicable diseases;

(K) policies regarding behavior management, use of restraints and crises intervention.

(L) problem solving;

(M) report writing;

(N) security procedures; and

(O) suicide prevention.

(3) Each director, facility manager, program manager and each person having contact with juveniles shall complete a minimum of 40 clock hours of inservice training per year. Inservice training shall include, but not be limited to:

(A) Accident and injury prevention;

(B) child abuse symptoms and reporting;

(C) child care practices;

(D) child psychosocial growth and development;

(E) first aid including rescue breathing;

(F) juvenile court process;

(G) licensing regulations;

(H) observations of symptoms of illness and communicable diseases;

(I) suicide prevention; and

(J) use of restraints.

(4) Each program manager shall attend at least one training event per year away from the center in addition to the inservice training conducted at the center.

(Authorized by and implementing K.S.A. 65-508; effective Aug. 23, 1993.)

***** Authenticated Kansas Administrative Regulation *****