

2955.0080 STAFFING REQUIREMENTS.

Subpart 1. **Highest requirement.** If the staffing requirements of this part conflict with the staffing requirements of applicable rules governing a program's licensure or accreditation, the highest staffing requirement is the prevailing requirement.

Subp. 2. **Administrative director required.** The program must employ or have under contract an administrative director who meets the requirements under part 2955.0090, subpart 2.

Subp. 3. **Responsible staff person.** Where appropriate, the administrative director must, during all hours of operation, designate a staff member who is present in the program as responsible for the program.

Subp. 4. **Clinical supervisor required; duties.** The program must employ or have under contract a clinical supervisor who meets the requirements under part 2955.0090, subpart 3. For each client in the program, a clinical supervisor must provide at least two hours per month of clinical supervisory service. The clinical supervisor must establish a staff evaluation and supervision procedure that identifies the performance and competence of each treatment staff person and ensures that each staff person received the guidance and support needed to provide treatment services in the areas in which the person practices. At least four hours per month must be devoted to the clinical supervision of each staff person providing treatment services. Clinical supervision of staff may be provided in individual or group sessions. The clinical supervisor must document all clinical supervisory activities in the appropriate location.

Subp. 5. **Sex offender treatment staff required.** The program must employ or have under contract staff who are responsible for and qualified to deliver sex offender treatment services in the program. These sex offender treatment staff include: the clinical supervisor who meets the qualifications in part 2955.0090, subpart 3; the sex offender therapist who meets the qualifications in part 2955.0090, subpart 4; and the sex offender counselor who meets the qualifications in part 2955.0090, subpart 5.

Subp. 6. **One person occupying more than one position.** One person may be simultaneously employed as the administrative director, clinical supervisor, or sex offender therapist if the individual meets the qualifications for those positions. If a sex offender therapist is simultaneously an administrative director or clinical supervisor, that individual is considered less than a full-time equivalent sex offender therapist as a proportion of the work hours performed in the other positions.

Subp. 7. **Ratio of sex offender treatment staff to clients.** The program must have sufficient sex offender treatment staff to provide the required program services, implement individual treatment plans, and maintain the safety and security of the program. The number of work hours performed by the sex offender treatment staff may be averaged weekly and

combined in different ways, depending on program needs, to achieve a minimum ratio of one full-time equivalent position for each ten clients in the primary phases of treatment and one full-time equivalent position for each 20 clients in the transition and reentry phases of treatment.

Subp. 8. **Staffing plan.** The program must develop and implement a staffing plan that identifies the assignments of program, security, and sex offender treatment staff so that the staff level is adequate to implement the programming and maintain the safety and security of the program.

Subp. 9. **Staff orientation, development, and training.** The program must have a written staff orientation, development, and training plan for each sex offender treatment staff person. The program shall require that each sex offender treatment staff person complete the amount of course work or training specified in this part. The education must augment job-related knowledge, understanding, and skills to update or enhance the treatment staff's ability to deliver clinical services for the treatment of sexually offending behavior and be documented in the staff person's orientation, development, and training plan.

A. A staff member who works an average of half time or more in a year must complete at least 40 hours per biennium of course work or training.

B. A staff member who works an average of less than half time in a year shall complete at least 26 hours per biennium of course work or training.

Subp. 10. **Examiners conducting psychophysiological assessments of deception.** A program that uses psychophysiological assessments of deception as part of its services must employ or contract with an examiner to conduct the procedure who meets the requirements under part 2955.0090, subpart 6.

Subp. 11. **Examiners conducting psychophysiological assessments of sexual response.** A program that uses psychophysiological assessments of sexual response as part of its services must employ or contract with an examiner to conduct the procedure who meets the requirements under part 2955.0090, subpart 7.

Statutory Authority: *MS s 241.67*

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