

**9555.9720 SAFETY REQUIREMENTS.**

Subpart 1. **First aid kit.** The center shall have a first aid kit that contains a first aid manual, sterile bandages and band-aids, sterile compresses, scissors, an ice bag or cold pack, an oral or topical thermometer, liquid soap, adhesive tape, and money for phone calls. The first aid kit and manual must be accessible to the staff in the center and must be taken on field trips.

Subp. 2. **Telephone and posted numbers.** A center shall have a noncoin operated telephone that is readily accessible. A list of emergency numbers must be posted next to the telephone. When an area has a 911 number, the emergency number listed must be 911. In areas of the state without a 911 number, the numbers listed must be those of the local fire department, police department, emergency transportation, and poison control center. In a hospital or nursing home, the emergency care team number must be posted.

Subp. 3. **Emergency phone numbers for participants.** For each participant, the emergency phone numbers of the caregiver, the persons to be called if the caregiver cannot be reached, and the participant's physician must be readily available at the center. These numbers must also be available in vehicles provided by the center to transport participants.

Subp. 4. **Records of incidents.** The center shall maintain records of all incidents involving participants, including illnesses; accidents requiring first aid; incidents requiring emergency medical or psychiatric care; incidents requiring a police report to be made; and incidents when a complaint has been filed under Minnesota Statutes, section 626.557, Reporting of Maltreatment of Vulnerable Adults. The record shall include the participant's name, the date and time of the incident, a description of the incident, the center's action in response to the incident, and indication that the incident was reported to the participant's caregiver.

Subp. 5. **Hazardous objects, materials, or equipment.** Chemicals that are poisonous when swallowed or inhaled or that are damaging to eyes or skin must be stored in an area not accessible to the participants. Use of scissors, knives, matches, razor blades, and other potentially hazardous materials by participants shall be allowed only under supervision.

Subp. 6. **Emergency equipment.** The center shall have a flashlight and a portable radio or television set that do not require electricity and can be used if a power failure occurs.

Subp. 7. **Equipment and furniture.** Equipment and furniture must be in good repair and without sharp points, splinters, and paint that contains lead.

Subp. 8. **Areas used by participants.** The areas used by participants must be free from debris, loose plaster, peeling paint, and litter. Rugs must have a nonskid backing.

Subp. 9. **Emergencies caused by fire and weather.** The center shall have written plans for emergencies caused by fire, blizzards, and tornadoes. The plans must be posted in a visible place and be on file in the center. The plans must include items A to I:

- A. the responsibilities each staff person will assume in case of emergency;
- B. identification of primary and secondary exits;
- C. identification of building evacuation routes;
- D. identification of an emergency shelter area within the center;
- E. instructions for evacuating or rescuing participants;
- F. instructions for calling the fire department and emergency phone numbers;
- G. procedures for the quarterly fire drill;
- H. instructions on location and use of fire extinguishers; and
- I. instructions on closing off the fire area.

The fire escape plan must be rehearsed at least four times each year and the dates of rehearsals must be recorded in the file of emergency plans.

Subp. 10. **Medical emergencies.** The center shall have written procedures governing medical emergencies and an identified source of emergency medical care and transportation that is made known to all staff members and volunteers.

Subp. 11. **Pets.** If the center allows pets, the center must ensure that:

- A. prospective participants are notified that pets may be present in the center;
- B. all dogs and cats brought into the center have current rabies shots and tags;
- C. pets and pet cages are excluded from food storage, preparation, and serving areas; and
- D. a record of annual examinations for communicable disease and parasites by a licensed veterinarian is maintained for all pets that reside in or regularly visit the center.

**Statutory Authority:** *MS s 245A.09*

**History:** *11 SR 2165; 18 SR 2748; 30 SR 1216*

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