

5122-26-04 **Policy and procedure manual.**

- (A) Each ~~agency~~ provider shall develop a written manual of policies and procedures regarding all services and activities of the ~~agency~~provider.
- (B) The policy and procedure manual shall be available for review by staff, persons served and their family and significant others.

Effective: 04/01/2016

Five Year Review (FYR) Dates: 06/29/2015 and 04/01/2021

CERTIFIED ELECTRONICALLY

Certification

12/17/2015

Date

Promulgated Under: 119.03
Statutory Authority: 5119.36
Rule Amplifies: 5119.36
Prior Effective Dates: 1/1/91