

**WAC 110-145-2680 Duties and qualifications for care coordinators in GCFs.**

(1) Licensees must have at least one care coordinator in GCFs who coordinates services for individual children and youth in care, except for:

- (a) Interim facilities;
- (b) GRCs; and

(c) Children and youth whose care and services are coordinated by DDCS.

(2) Licensees may require more than one care coordinator as outlined in WAC 110-145-2820.

(3) Care coordinators must have one of the following:

(a) A bachelor's degree from an accredited college or university and at least one year of full-time experience that can be applied to or transferable to the demographic of children and youth in the licensee's care. Lived experience may count toward meeting six months of the experience requirement;

(b) An associate degree or have completed 90 quarter credits or 60 semester credits from an accredited college or university and at least two years of full-time experience that can be applied to or transferable to the demographic of children and youth in the licensee's care. Lived experience may count toward meeting one year of the experience requirement; or

(c) At least three years of full-time experience that can be applied to or transferable to the demographic of children and youth in the licensee's care. Lived experience may count toward meeting one year of the experience requirement.

(4) Care coordinators must maintain training, experience, knowledge, and demonstrated skills in each area they will be coordinating.

(5) Agencies may use care coordinators employed by or provided by another agency if:

(a) The care coordinator meets the experience and education requirements in this section;

(b) There is a written agreement between the agencies describing the scope of services to be provided by the care coordinator; and

(c) Approved by LD.

(6) Care coordinators must meet additional duties and qualifications detailed in any written and signed agreement between the agency and any government or tribal entity, if applicable. If the requirements of this section differ from the terms in a written and signed agreement, they must comply with the most stringent requirement.

(7) Licensees must notify the LD licenser within 48 hours if the care coordinator position is vacated or the care coordinator has circumstances that prevent them from carrying out their job duties and responsibilities with a plan for how the care coordinator duties will be accomplished until the:

(a) Vacancy is filled; or

(b) Care coordinator can resume their duties.

[Statutory Authority: RCW 74.15.030. WSR 26-08-021, s 110-145-2680, filed 3/23/26, effective 5/1/26.]