

WAC 388-107-0565 Resident roster and complete contact information. (1) The enhanced services facility must:

(a) Create and regularly maintain a current resident roster containing the name and room number of each resident; and

(b) Immediately provide a written copy upon an in-person request from any long-term care ombuds.

(2) The enhanced services facility must:

(a) Create and regularly maintain current, accurate, and complete contact information for all residents including the following resident information:

(i) Name;

(ii) Room number;

(iii) Phone number, if available;

(iv) Email address, if available; and

(v) If the resident has a representative, the representative's:

(A) Name;

(B) Relationship to the resident;

(C) Phone number;

(D) Email address, if available; and

(E) Mailing address, if available.

(b) Record and update the complete contact information required by this section upon receipt of new or updated contact information from the resident or resident representative; and

(c) Upon the written request of any long-term care ombuds that includes reference to RCW 70.97.205 and the relevant legal functions and duties of long-term care ombuds, provide a copy of the complete contact information required by this section within 48 hours, or within a reasonable time if agreed to by the requesting long-term care ombuds, by electronic copy to the secure email address or facsimile number provided in the written request.

[Statutory Authority: RCW 18.20.090, 18.51.070, 70.97.230, 70.128.040, chapters 70.129, 74.42, and 74.39 RCW. WSR 26-05-046, s 388-107-0565, filed 2/12/26, effective 3/15/26.]