

10A NCAC 13F .0606 is proposed for readoption with substantive changes as follows:

10A NCAC 13F .0606 STAFFING CHART STAFFING FOR FACILITIES WITH A CENSUS OF SEVEN TO TWELVE RESIDENTS

The following chart specifies the required aide, supervisory and management staffing for each eight hour shift in facilities with a capacity or census of 21 or more residents according to Rules .0601, .0603, .0602, .0604 and .0605 of this Subchapter.

Bed Count	Position Type	First Shift	Second Shift	Third Shift
21-30	Aide	16	16	8
	Supervisor	Not Required	Not Required	Not Required
	Administrator/SIC	In the building, or within 500 feet and immediately available.		
31-40	Aide	16	16	16
	Supervisor	8*	8*	In the building, or within 500 feet and immediately available.**
	Administrator	On call		
41-50	Aide	20	20	16
	Supervisor	8*	8*	In the building, or within 500 feet and immediately available.**
	Administrator	On call		
51-60	Aide	24	24	16
	Supervisor	8*	8*	In the building, or within 500 feet and immediately available.**
	Administrator	On call		
61-70	Aide	28	28	24
	Supervisor	8*	8*	4 hours within the facility/4 hours within 500 feet and immediately available.**
	Administrator	On call		
71-80	Aide	32	32	24
	Supervisor	8	8	4 hours within the facility/4 hours within 500 feet and immediately available.**
	Administrator	On call		
81-90	Aide	36	36	24
	Supervisor	8	8	4 hours within the facility/4 hours within 500 feet and immediately available.**
	Administrator	5 days/week: Minimum of 40 hours. When not in facility, on call.		
91-100	Aide	40	40	32
	Supervisor	8	8	8**
	Administrator	5 days/week: Minimum of 40 hours. When not in facility, on call.		
101-110	Aide	44	44	32
	Supervisor	8	8	8**
	Administrator	5 days/week: Minimum of 40 hours. When not in facility, on call.		

111-120	Aide	48	48	32
	Supervisor	8	8	8**
	Administrator	5 days/week: Minimum of 40 hours. When not in facility, on call.		
121-130	Aide	52	52	40
	Supervisor	8	8	8
	Administrator	5 days/week: Minimum of 40 hours. When not in facility, on call.		
131-140	Aide	56	56	40
	Supervisor	8	8	8
	Administrator	5 days/week: Minimum of 40 hours. When not in facility, on call.		
141-150	Aide	60	60	40
	Supervisor	8	8	8
	Administrator	5 days/week: Minimum of 40 hours. When not in facility, on call.		
151-160	Aide	64	64	48
	Supervisor	16	16	8
	Administrator	5 days/week: Minimum of 40 hours. When not in facility, on call.		
161-170	Aide	68	68	48
	Supervisor	16	16	8
	Administrator	5 days/week: Minimum of 40 hours. When not in facility, on call.		
171-180	Aide	72	72	48
	Supervisor	16	16	8
	Administrator	5 days/week: Minimum of 40 hours. When not in facility, on call.		
181-190	Aide	76	76	56
	Supervisor	16	16	8
	Administrator	5 days/week: Minimum of 40 hours. When not in facility, on call.		
191-200	Aide	80	80	56
	Supervisor	16	16	8
	Administrator	5 days/week: Minimum of 40 hours. When not in facility, on call.		
201-210	Aide	84	84	56
	Supervisor	16	16	8
	Administrator	5 days/week: Minimum of 40 hours. When not in facility, on call.		
211-220	Aide	88	88	64
	Supervisor	16	16	16
	Administrator	5 days/week: Minimum of 40 hours. When not in facility, on call.		
221-230	Aide	92	92	64
	Supervisor	16	16	16
	Administrator	5 days/week: Minimum of 40 hours. When not in facility, on call.		
231-240	Aide	96	96	64
	Supervisor	24	24	16
	Administrator	5 days/week: Minimum of 40 hours. When not in facility, on call.		

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2 *Supervisor may conduct up to four hours of aide duty.

3 ** Supervisor' time on duty in the facility may be counted as required aide duty if the facility is sprinklered.

4 (a) In a facility with a census of greater than six but less than 13 residents, there shall be an administrator or manager
5 in the facility or within 500 feet of the facility with a means of two-way telecommunication at all times.6 (b) When the administrator or manager is not on-duty, there shall be at least one staff member on-duty on the first
7 and second shifts and at least one staff member available within the building, who need not be on-duty, on third shift.

8 There shall be a call system connecting the bedroom of the available staff member, who may be asleep on the third

1 shift, with each resident's bedroom. If there are residents in the facility who are disoriented or known to have
 2 wandering behavior, there shall be at least one staff member on-duty and awake at all times.

3 (c) When the administrator or manager is on duty on the first or second shifts and available within the facility on third
 4 shift, another staff member (i.e., co-administrator, manager or aide) shall be in the building or within 500 feet of the
 5 facility with a means of two-way telecommunication at all times.

6 (d) The administrator shall prepare a plan of operation for each licensed facility specifying the staff involved, their
 7 regularly assigned duties and the amount of time estimated to be spent for each duty. There shall be a current plan of
 8 operation on file in the facility, available for review by the Division of Health Service Regulation and the county
 9 department of social services.

10 (e) Each facility shall assign at least one staff member per shift to provide personal care services and supervision of
 11 residents as needed by the residents. The staff member so assigned shall not perform food service duties during the
 12 shift of rendering care services and supervision. The staff member so assigned shall not perform housekeeping duties
 13 during the shift of rendering care services and supervision, except:

14 (1) between the hours of 7:00 a.m. and 9:00 p.m., and then only when the housekeeping duties are
 15 incidental to the rendering of care services; and

16 (2) between the hours of 9:00 p.m. and 7:00 a.m. and then only to the extent that the housekeeping
 17 duties do not hinder the assigned staff's duties of care or immediate response to residents, nor
 18 impede the assigned staff member's ability to monitor the residents.

19 (f) There shall be additional staff to provide daily housekeeping and food service duties.

20 (g) A cluster of facilities, each with capacity or census of 12 or fewer residents, shall comply with the following
 21 staffing:

22 (1) When there is a cluster of up to six licensed facilities located adjacently, there shall be at least one
 23 administrator or manager who lives within 500 feet of each of the facilities with a means of two-
 24 way telecommunication at all times.

25 (2) The administrator or manager on-duty shall be directly responsible for assuring that all required
 26 daily duties are carried out in each facility.

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 28 *History Note: Authority G.S. 131D-2.16; 131D-4.3; 131D-4.5; 143B-165;*
 29 *Temporary Adoption Eff. January 1, 2000;*
 30 *Eff. July 1, ~~2000~~ 2000;*
 31 *Readopted Eff. September 1, 2024.*