

OPERATION POLICY AND PROCEDURES

Kansas Department for Aging and Disability Services
Community Services and Programs
Behavioral Health Services/SUD

Waiver of Licensure Standards

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Policy: A licensee may request exemption from a required standard by submitting a waiver request to the Kansas Department for Aging and Disability Services/Behavioral Health Services (KDADS/BHS) (See Standard R03-807 A).

Purpose: To provide a process for Standard waiver when a Standard does not apply to a specific Program.

Procedure:

1. A licensee may submit a waiver request to the KDADS/BHS Central Office indicating:
 - a. The specific standard,
 - b. Time frame for the which the licensee is requesting exemption (either for the current licensing period or permanent), and
 - c. The rationale of the need for the waiver (See Standard R03-807 A)
2. KDADS/BHS shall approve or deny waiver requests within thirty (30) calendar days of the receipt of the provider's request. (See Standard R03-807 B)
3. KDADS/BHS shall maintain a copy of the waiver request. (See Standard R03-807 C)
4. The provider shall maintain a copy of the waiver request in the Program's Policy and Procedure Manual. (See Standard R03-807 C)

Approved by:

Behavioral Health Director

Date

Community Services and Programs
Commissioner

Date

KDADS Legal Counsel

Date