**Section 404.51 Residential Case Management Supervisors**

a) Each child care institution or a maternity center may establish a residential case management supervisor position.

b) The duties of residential case management supervisors shall include but are not limited to:

1) Set up and maintain case files in accordance with proper standards.

2) Develop treatment plans.

3) Conduct treatment plan reviews.

4) Conduct admissions and discharges.

5) Serve as liaison with social workers, family members and other parties.

6) Conduct and document monthly wellness checks.

7) Coordinate arrangements for all medical care.

8) Assist with supervision of residents, as needed.

9) Provide after care services on a scheduled basis and as needed.

c) All persons employed as residential case management supervisors are required to be in full compliance with 89 Ill. Adm. Code 412 and all other applicable requirements in Department laws and regulations. In addition, a person must possess the following qualifications to work as a residential case management supervisor:

1) Bachelor’s degree in social work or human/social services with 1 year of experience in a residential care setting; or

2) Bachelor’s degree that has been approved as academically equivalent to a social work or human services related degree with 1 year of experience in a residential care setting.

(Source: Added at 46 Ill. Reg. 15266, effective August 26, 2022)