



Course Title: Laws Unlocked: Mastering RCFE Regulatory Foundations

Training Vendor: Adsylo Academy

Course Developer / Instructor: Geraldine Adaya

Residential Care Facility for the Elderly (RCFE)

Training Type: Initial Certification Training Program (ICTP)

Delivery Method: Self-Paced Online Instruction/ LMS

Regulatory Basis: Title 22 CCR, Division 6, Chapter 8 and Health & Safety Code §1569

Total Course Hours: 4 Hours

Course Description

This 4-hour self-paced course provides foundational instruction on the laws and regulations governing Residential Care Facilities for the Elderly (RCFE) in California. The course introduces Title 22, Division 6, Chapter 8 regulations and applicable Health and Safety Code provisions. Instruction focuses on the purpose of licensure, regulatory oversight, administrator responsibility, licensing requirements, enforcement authority, and the appropriate use of regulatory resources to support compliant facility operations. This course is instructional in nature and does not provide legal advice, compliance guarantees, or licensure approval.

Course Objectives

Upon completion of this course, participants will be able to:

1. Identify the regulatory framework governing Residential Care Facilities for the Elderly
2. Describe the roles of the California Department of Social Services, Community Care Licensing Division, and Administrator Certification Bureau
3. Distinguish between statutes, regulations, and licensing guidance applicable to RCFE facilities
4. Recognize administrator responsibilities under Title 22 regulations
5. Locate applicable RCFE regulatory sections for reference and operational understanding

Teaching Methods

Teaching methods for this self-paced course include:

- Recorded instructional lectures
- Guided review of Title 22 and Health & Safety Code excerpts
- Structured outline-based instruction
- Scenario-based explanations
- Embedded knowledge checks

Handouts / Course Materials

Participants will be provided with the following materials:

- PowerPoint presentation (printable for note-taking)
- RCFE Title 22 regulatory reference excerpts
- Health & Safety Code summary handout
- Course outline for reference

Method of Evaluating Participants (Self-Paced LMS)

Participant learning and engagement in this self-paced course will be evaluated using the following methods:

1. Embedded Knowledge Checks
 - a. Knowledge checks are integrated throughout the course content
 - b. Questions assess participant understanding of regulatory concepts presented in each section
 - c. Knowledge checks include objective question formats (e.g., true/false)
 - d. Knowledge checks are used to reinforce learning and confirm content engagement
2. End-of-Course Assessment
 - a. Participants complete an end-of-course assessment covering key regulatory concepts
 - b. Assessment questions are based on course objectives and instructional content
 - c. Assessment is designed to evaluate comprehension of applicable laws and regulations
3. Course Completion Verification
 - a. Participants must complete all instructional segments
 - b. Participants must complete required knowledge checks and the end-of-course assessment
 - c. Course completion is recorded through the learning management system
4. Participant Engagement Monitoring (LMS-Based)
 - a. Learning management system tracks participant progress through instructional segments
 - b. LMS records time spent in course content
 - c. LMS confirms completion of required instructional components

Method of Course Evaluation by Participants

At the conclusion of the course, participants will complete an evaluation addressing:

- Instructor knowledge of the subject matter
- Quality of instruction provided
- Attainment of learning objectives
- Opportunity for participants to ask questions

Records Maintained

The following records will be maintained by the training vendor in accordance with Title 22 requirements:

- Course outlines and descriptions
- Course schedules and instructional materials
- Instructor qualifications
- Participant completion records
- Course evaluations

Compliance Statement

This course is provided for educational purposes only.

Completion of this course does not guarantee licensure, certification, compliance, or regulatory approval, and does not replace official guidance, regulations, or determinations issued by the California Department of Social Services.

Make-Up Policy (RCFE ICTP – Self-Paced)

Participants enrolled in this self-paced RCFE Initial Certification Training Program (ICTP) course may complete missed modules, incomplete coursework, or required instructional components within the approved course access period.

Participants who do not complete all required instructional content, embedded knowledge checks, or end-of-course assessment within the designated timeframe may resume and complete outstanding requirements prior to course access expiration.

No additional fees are charged for make-up completion within the approved access period. Certificates of completion and course credit are issued only after all required instructional and participation requirements have been successfully completed.

HOOR 1 - RCFE REGULATORY FRAMEWORK

Segment 1: RCFE Program Overview (15 minutes)

Refs: Title 22 CCR §§87100–87101; Health & Safety Code §1569 .

1) Purpose of RCFE Licensure

- a. Protection of resident health, safety, and personal rights
 - i. Safeguarding residents from abuse, neglect, and exploitation through regulatory requirements
 - ii. Supporting resident dignity, autonomy, and quality of life within a licensed care setting
 - iii. Establishing expectations for safe and respectful care environments
- b. Establishment of minimum standards for care and supervision
 - i. Defining baseline care and supervision requirements applicable to all RCFE facilities
 - ii. Setting standards related to staffing, services, and resident support
 - iii. Promoting consistency in care practices across licensed facilities
- c. Licensing as a condition for lawful operation
 - i. Requirement for facilities to obtain a valid RCFE license prior to operation
 - ii. Prohibition against operating without licensure or outside licensed authority
 - iii. Recognition that licensure establishes legal authorization to provide residential care
- d. Relationship between licensure and regulatory oversight
 - i. Ongoing monitoring of licensed facilities through inspections and evaluations
 - ii. Use of licensure as the basis for regulatory review and enforcement actions
 - iii. Administrator responsibility for maintaining compliance with licensing requirements

Segment 2: Regulatory Oversight Structure (15 minutes)

Refs: Health & Safety Code §§1569–1569.69; Title 22 CCR §§87101, 87730–87731

- 1) California Department of Social Services (CDSS)
 - a. State authority for RCFE regulation
 - i. Designated state agency responsible for oversight of Residential Care Facilities for the Elderly
 - ii. Authority derived from Health & Safety Code §1569
 - iii. Overall responsibility for administration of RCFE regulatory programs
 - b. Policy and program oversight
 - i. Development and adoption of regulations governing RCFE operations
 - ii. Establishment of statewide standards for care and supervision
 - iii. Oversight of licensing and enforcement activities conducted by delegated divisions
- 2) Community Care Licensing Division (CCLD)
 - a. Licensing inspections
 - i. Conducts initial licensing inspections prior to facility operation
 - ii. Performs routine compliance inspections of licensed RCFE facilities
 - iii. Conducts complaint investigations as authorized by regulation
 - b. Compliance monitoring
 - i. Reviews facility operations for compliance with Title 22 requirements
 - ii. Identifies deficiencies when regulatory requirements are not met
 - iii. Initiates enforcement actions when warranted by regulation
- 3) Administrator Certification Bureau (ACB)
 - a. Administrator certification oversight
 - i. Oversees certification requirements for RCFE administrators
 - ii. Establishes standards for administrator qualification and training
 - iii. Maintains administrator certification records
 - b. ICTP approval and monitoring
 - i. Reviews and approves Initial Certification Training Programs (ICTP)
 - ii. Monitors approved vendors for compliance with training requirements
 - iii. Ensures ICTP courses align with regulatory standards
- 4) Knowledge Check True / False
 1. The California Department of Social Services directly issues RCFE administrator certificates and approves individual administrators for licensure.
Answer: False
Explanation: Administrator certification is overseen by the Administrator Certification Bureau, not CDSS directly.
 2. Title 22 regulations are adopted to implement the statutory authority established in the Health & Safety Code for RCFE regulation.
Answer: True
 3. Each RCFE is required to have a designated administrator who is responsible for oversight of facility operations under Title 22 regulations.
Answer: True

Segment 3: Statutes vs. Regulations (15 minutes)

Refs: Health & Safety Code §§1569–1569.69

1) Health & Safety Code

- a. Legislative authority
 - i. Health & Safety Code enacted by the California Legislature
 - ii. Establishes statutory authority for the regulation of Residential Care Facilities for the Elderly
 - iii. Provides the legal foundation for licensure, oversight, and enforcement
- b. Purpose and scope
 - i. Establishes legislative intent to protect the health and safety of elderly residents
 - ii. Authorizes the California Department of Social Services to regulate RCFE facilities
 - iii. Sets broad requirements related to licensure, administration, and enforcement

2) Title 22 Regulations

- a. Implementation of statutory authority
 - i. Regulations adopted pursuant to Health & Safety Code authority
 - ii. Translate statutory requirements into enforceable regulatory standards
 - iii. Provide detailed rules governing RCFE operations
- b. Operational requirements
 - i. Establish requirements for care and supervision
 - ii. Define administrative and operational responsibilities
 - iii. Identify standards subject to licensing inspection and enforcement

3) Relationship Between Statutes and Regulations

- a. Hierarchical relationship
 - i. Health & Safety Code serves as the controlling statutory authority
 - ii. Title 22 regulations operate within the scope authorized by statute
- b. Practical application
 - i. Statutes establish the legal framework for RCFE regulation
 - ii. Regulations guide day-to-day facility operations
 - iii. Administrators reference both statutes and regulations when making operational decisions
- c. Administrator responsibility
 - i. Responsibility to understand applicable statutory and regulatory requirements
 - ii. Use of regulations as an operational reference tool
 - iii. Awareness that regulations are enforceable under statutory authority

Segment 4: Administrator Accountability (15 minutes)

Refs: Title 22 CCR §87564

- 1) Administrator Designation
 - a. Requirement for a designated RCFE administrator
 - i. Each RCFE must have an administrator designated on licensing records
 - ii. Administrator serves as the individual responsible for facility oversight
 - iii. Designation establishes accountability for regulatory compliance
 - b. Administrator role within facility operations
 - i. Oversight of daily facility management
 - ii. Coordination of staff, services, and resident care
 - iii. Liaison with licensing authorities
- 2) Responsibility for Regulatory Compliance
 - a. Oversight of facility operations
 - i. Responsibility for understanding applicable RCFE regulations
 - ii. Awareness of regulatory requirements related to care and supervision
 - iii. Monitoring facility practices for alignment with regulations
 - b. Accountability to licensing authorities
 - i. Administrator identified as responsible party during inspections
 - ii. Obligation to respond to licensing inquiries and requests
 - iii. Responsibility to maintain compliance with licensing conditions
- 3) Illustrative Case Study (Video-Based)
 - a. Purpose of the case study
 - i. Illustrates the role of administrator accountability in facility operations
 - ii. Reinforces the importance of regulatory awareness
 - iii. Supports understanding of administrator responsibilities
 - b. Case study overview
 - i. Illustrative Case Study (Video-Based)
 - Scenario demonstrating administrator oversight in routine RCFE operations.
 - ii. Identification of administrator oversight responsibilities involved
 - iii. Reference to applicable regulatory areas without enforcement outcomes
 - c. Instructional focus
 - i. Highlights administrator responsibility for monitoring compliance
 - ii. Demonstrates how regulatory knowledge informs administrative decisions
 - iii. Emphasizes the administrator's role in maintaining licensed operations

Note: The case study is illustrative and instructional only and does not represent an enforcement action, determination, or outcome.

HOOR 2 - DEFINITIONS & LICENSING

Segment 5: RCFE Definitions (15 minutes)

Refs: Title 22 CCR §87101

- 1) Importance of Regulatory Definitions
 - a. Purpose of regulatory definitions
 - i. Definitions establish the meaning of terms used throughout Title 22 regulations
 - ii. Definitions promote consistent understanding and application of regulatory requirements
 - iii. Definitions reduce ambiguity in interpretation of regulatory language
 - b. Role of definitions in facility operations
 - i. Definitions clarify the scope of services permitted in an RCFE
 - ii. Definitions assist administrators in identifying applicable requirements
 - iii. Definitions support informed administrative decision-making
- 2) Key RCFE Definitions
 - a. Resident
 - i. Individual who resides in a Residential Care Facility for the Elderly
 - ii. Recipient of care and supervision as defined by regulation
 - b. Care and supervision
 - i. Assistance with activities of daily living as permitted by regulation
 - ii. Observation of resident functioning and well-being
 - iii. Support provided to maintain a safe and supportive living environment
 - c. Facility responsibility
 - i. Obligation of the licensee and administrator to meet regulatory requirements
 - ii. Responsibility for ensuring services align with regulatory definitions
 - iii. Accountability for facility operations under licensure
- 3) Application of Definitions in Practice
 - a. Use of definitions in regulatory interpretation
 - i. Definitions inform how regulations are applied during inspections
 - ii. Definitions guide understanding of licensing requirements
 - b. Administrator awareness
 - i. Importance of familiarity with regulatory definitions
 - ii. Use of definitions as a reference in daily operations

Segment 6: Licensing Requirements (15 minutes)

Refs: Title 22 CCR §§87105–87115; Health & Safety Code §1569

- 1) License Requirement
 - a. Requirement to obtain a license
 - i. RCFE facilities are required to obtain a valid license prior to operating
 - ii. Licensure establishes authorization to provide residential care services to elderly adults
 - iii. Operation without a license is not permitted under applicable law
 - b. Purpose of licensure
 - i. Licensure serves as the foundation for regulatory oversight
 - ii. Licensure allows the Department to monitor facility operations
 - iii. Licensure establishes accountability for compliance with applicable regulations
- 2) Scope of Licensed Authority
 - a. Operation within licensed capacity
 - i. Facilities are required to operate within the terms and conditions of their license
 - ii. Licensed capacity limits the number of residents permitted

- b. Services within licensed scope
 - i. Services provided must align with what is authorized under RCFE regulations
 - ii. Services outside licensed authority are not permitted
- 3) License Posting Requirements
 - a. Visibility of license
 - i. License must be posted in a visible location within the facility
 - ii. Posting promotes transparency for residents, families, and visitors
 - b. Accuracy of posted information
 - i. Posted license must reflect current licensure status
 - ii. Changes in licensure status must be reflected as required
- 4) Representation of Licensure
 - a. Prohibition against misrepresentation
 - i. Facilities may not represent themselves as licensed if they are not
 - ii. Facilities may not imply approval, endorsement, or authorization beyond licensure
 - b. Administrator responsibility
 - i. Administrator is responsible for ensuring accurate representation of licensure
 - ii. Oversight of facility communications and public information

Segment 7: Applications & Plans of Operation (15 minutes)

Refs: Title 22 CCR §§87218–87223; Health & Safety Code §1569

- 1) License Application Process
 - a. Purpose of the license application
 - i. Serves as the formal request to operate a Residential Care Facility for the Elderly
 - ii. Provides required information for regulatory review
 - iii. Establishes the basis for the Department’s licensing evaluation
 - b. Submission of application materials
 - i. Completion of required application forms as specified in regulation
 - ii. Submission of information related to ownership, administration, and facility operations
 - iii. Submission of application materials initiates the licensing review process
 - c. Scope of application review
 - i. Review is conducted for regulatory completeness
 - ii. Review assesses whether required information has been provided
 - iii. Review is conducted in accordance with Title 22 requirements
- 2) Plan of Operation
 - a. Purpose of the plan of operation
 - i. Describes how the facility proposes to operate on a day-to-day basis
 - ii. Identifies services to be provided to residents
 - iii. Describes staffing patterns and operational procedures
 - b. Content addressed in the plan of operation
 - i. Description of care and supervision practices
 - ii. Description of facility policies and procedures
 - iii. Description of administrative oversight
 - c. Role of the plan of operation in regulatory review
 - i. Provides context for how the facility intends to meet regulatory requirements
 - ii. Serves as a reference during the licensing evaluation process
 - iii. Does not constitute approval or authorization to operate

- 3) Department Review Authority
 - a. Authority to review license applications
 - i. The Department reviews applications pursuant to Title 22 authority
 - ii. Review may include evaluation of submitted documents and information
 - iii. Review is conducted in accordance with applicable regulations
 - b. Requests for additional information
 - i. The Department may request additional information as permitted by regulation
 - ii. Requests support completion of the regulatory review process
 - c. Relationship between application review and licensure
 - i. Submission of an application does not authorize facility operation
 - ii. Licensure is granted only after regulatory requirements are met
 - iii. Facilities must receive a license prior to admitting residents

Segment 8: False Claims & Advertising (15 minutes)

Refs: Title 22 CCR §87112; Health & Safety Code §1569

- 1) Prohibited Representations
 - a. Misrepresentation of services
 - i. Facilities may not claim to provide services that are not authorized under RCFE regulations
 - ii. Service descriptions must accurately reflect the care and supervision actually offered
 - iii. Representations must align with the facility's licensed scope of care
 - iv. Overstating or exaggerating services is not permitted
 - b. Misrepresentation of licensure
 - i. Facilities may not represent themselves as licensed if they are not
 - ii. Facilities may not imply approval, endorsement, or authorization beyond licensure
 - iii. Use of terms suggesting certification or special approval beyond licensure is not permitted
 - iv. Licensure status must be presented accurately and consistently
- 2) Advertising Limitations
 - a. Accuracy and truthfulness in advertising
 - i. Advertising content must be truthful and not misleading
 - ii. Statements must be based on services actually provided
 - iii. Advertising must not create unrealistic expectations
 - b. Scope of advertising materials
 - i. Applies to print advertising, digital media, and verbal communications
 - ii. Includes websites, brochures, social media, and public statements
 - iii. Applies to communications by staff, administrators, and representatives
 - c. Relationship between advertising and regulatory oversight
 - i. Advertising may be reviewed during licensing inspections
 - ii. Accuracy of representations may be evaluated as part of regulatory monitoring
- 3) Administrator Responsibility
 - a. Oversight of facility communications
 - i. Administrator is responsible for awareness of how the facility is represented publicly
 - ii. Administrator oversees consistency between advertised services and actual operations
 - iii. Administrator ensures representations align with regulatory requirements
 - b. Internal review practices
 - i. Importance of reviewing marketing materials for accuracy
 - ii. Use of regulatory references when evaluating advertising content
 - iii. Awareness that responsibility for representations rests with facility leadership
- 4) Illustrative Examples (Non-Enforcement, Instructional)
 - a. Examples of acceptable representations
 - i. Describing services using regulatory language
 - ii. Accurately stating licensure status

- b. Examples of prohibited representations
 - i. Claims of services not authorized by regulation
 - ii. Statements implying special approval or endorsement

Note: Examples are illustrative only and do not represent enforcement actions or determinations.

Knowledge Check: True / False

- 1. An RCFE facility is required to obtain a valid license prior to operating and providing residential care services.

Answer: True

- 2. Submission of a license application and plan of operation authorizes an RCFE to begin operating.

Answer: False

- 3. RCFE advertising and public representations must accurately reflect the facility's licensure status and services actually provided.

Answer: True

HOOR 3 - ENFORCEMENT & ADMINISTRATIVE ACTIONS

Segment 9: Regulatory Enforcement Framework (15 minutes)

Refs: Health & Safety Code §§1569.50–1569.58; Title 22 CCR §§87730–87731

1) Purpose of Regulatory Enforcement

- a. Role of enforcement within the RCFE regulatory system
 - i. Enforcement supports adherence to statutory and regulatory requirements
 - ii. Enforcement functions as part of ongoing regulatory oversight
 - iii. Enforcement authority exists to address regulatory noncompliance
- b. Enforcement as a regulatory tool
 - i. Used to identify and address regulatory concerns
 - ii. Operates within limits established by statute and regulation
 - iii. Is separate from civil or criminal legal proceedings

2) Statutory and Regulatory Authority

- a. Statutory authority for enforcement
 - i. Health & Safety Code authorizes enforcement actions related to RCFE licensure
 - ii. Statute establishes the Department's enforcement powers
- b. Regulatory implementation
 - i. Title 22 regulations implement statutory enforcement authority
 - ii. Regulations identify administrative tools available to the Department

3) Relationship Between Licensure and Enforcement

- a. Enforcement tied to licensed operation
 - i. Enforcement authority applies to licensed RCFE facilities
 - ii. Licensure establishes jurisdiction for enforcement
- b. Administrator awareness
 - i. Importance of understanding enforcement structure
 - ii. Awareness supports informed administrative oversight

4) Illustrative Case Study (Video-Based)

- a. Instructional purpose
 - i. Illustrates how enforcement fits into the regulatory framework
 - ii. Reinforces conceptual understanding
 - iii. Does not depict enforcement outcomes
- b. Scenario focus
 - i. Routine RCFE operational situation
 - ii. Identification of oversight considerations
 - iii. Administrator awareness emphasized

Illustrative only; no enforcement determination or outcome is presented.

Segment 10: Types of Administrative Actions (15 minutes)

Refs: Health & Safety Code §1569.50; Title 22 CCR §87730

- 1) Purpose of Administrative Actions
 - a. Role within the regulatory system
 - i. Administrative actions are regulatory tools used to address noncompliance
 - ii. Actions support the Department's oversight responsibilities
 - iii. Administrative actions are authorized by statute and regulation
 - b. Regulatory context
 - i. Administrative actions are part of the enforcement framework
 - ii. Actions are applied in accordance with established legal authority
 - iii. Administrative actions are regulatory in nature
- 2) Distinction Between Administrative Actions and Other Legal Actions
 - a. Administrative versus civil actions
 - i. Administrative actions are regulatory proceedings
 - ii. Civil actions are handled through the court system
 - b. Administrative versus criminal actions
 - i. Administrative actions are separate from criminal proceedings
 - ii. Criminal matters are addressed by appropriate law enforcement agencies
 - c. Importance of understanding distinctions
 - i. Supports accurate understanding of regulatory authority
 - ii. Prevents confusion regarding enforcement processes
- 3) Categories of Administrative Actions
 - a. Notices and citations
 - i. Written documentation identifying regulatory concerns
 - ii. Reference applicable statutory or regulatory sections
 - iii. Serve as formal communication from the licensing authority
 - iv. Do not constitute civil or criminal findings
 - b. Civil penalties
 - i. Monetary penalties authorized by statute
 - ii. Assessed in accordance with regulatory provisions
 - iii. Penalties are part of the administrative enforcement process
 - iv. Penalties are imposed pursuant to statutory authority
 - c. License-related actions
 - i. Actions that affect license status as permitted by regulation
 - ii. May include conditions, limitations, or other license actions
 - iii. Actions are taken in accordance with applicable law
- 4) Relationship Between Administrative Actions and Facility Operations
 - a. Impact on licensed operation
 - i. Administrative actions relate to regulatory oversight of licensed operations
 - ii. Actions are associated with the authority to operate
 - b. Administrator and licensee awareness
 - i. Importance of understanding types of administrative actions
 - ii. Awareness supports informed oversight responsibilities
- 5) Instructional Emphasis
 - a. Educational focus
 - i. Segment provides an overview of administrative action types
 - ii. Content is instructional and informational
 - b. Limitations of instruction
 - i. Does not provide guidance on responding to enforcement actions
 - ii. Does not replace official guidance or legal advice

Segment 11: Administrator and Licensee Rights & Responsibilities (15 minutes)

Refs: Health & Safety Code §1569.50; Title 22 CCR §§87730–87731

- 1) Responsibilities During Administrative or Enforcement Activities
 - a. Role as designated facility representative
 - i. Administrator or licensee serves as the primary point of contact with the licensing authority
 - ii. Responsible for receiving official regulatory communications
 - iii. Acts on behalf of the licensed operation during regulatory interactions
 - b. Regulatory awareness
 - i. Importance of understanding enforcement-related regulatory processes
 - ii. Awareness of applicable timelines and procedural requirements
 - iii. Responsibility to remain informed of regulatory communications
- 2) Rights of Administrators and Licensees
 - a. Right to notice
 - i. Right to receive written notice of administrative actions
 - ii. Notices include reference to applicable statutory or regulatory authority
 - iii. Notices provide information regarding the nature of the administrative action
 - b. Right to due process
 - i. Administrative actions are subject to due process requirements
 - ii. Due process rights are exercised in accordance with law
 - iii. Regulatory procedures provide structure for administrative review
- 3) Balance of Rights and Responsibilities
 - a. Regulatory framework
 - i. Rights and responsibilities exist within the regulatory system
 - ii. Oversight activities are conducted pursuant to statutory authority
 - b. Importance of awareness
 - i. Understanding both rights and responsibilities supports informed participation
 - ii. Awareness promotes appropriate engagement with regulatory processes
- 4) Instructional Emphasis
 - a. Educational scope
 - i. Segment provides an overview of rights and responsibilities
 - ii. Content is informational and instructional
 - b. Limitations of instruction
 - i. Does not provide guidance on responding to enforcement actions
 - ii. Does not replace official guidance or legal advice

Segment 12: Appeals & Administrative Review (15 minutes)

Refs: Health & Safety Code §1569.50; Title 22 CCR §87730

- 1) Purpose of the Appeals and Administrative Review Process
 - a. Function of administrative review
 - i. Provides a formal mechanism for review of certain administrative actions
 - ii. Supports procedural fairness within the regulatory enforcement framework
 - iii. Ensures administrative actions are reviewed in accordance with applicable law
 - b. Role within regulatory oversight
 - i. Appeals process is part of the overall enforcement structure
 - ii. Allows review of administrative actions as authorized by statute
 - iii. Operates within limits established by law and regulation
- 2) Scope of Appeal Rights
 - a. Actions subject to appeal
 - i. Only specific administrative actions are eligible for appeal
 - ii. Eligibility is determined by statutory and regulatory provisions
 - iii. Appeal rights vary depending on the type of administrative action

- b. Limitations of appeal rights
 - i. Not all administrative actions may be appealed
 - ii. Appeals must comply with established procedures
 - iii. Appeals must be initiated within required timeframes
- 3) Appeals Process Overview
- a. Initiation of an appeal
 - i. Appeals are initiated by submitting a request in accordance with regulation
 - ii. Requests must follow prescribed formats and timelines
 - iii. Initiation of an appeal does not alter regulatory authority
 - b. Administrative review procedures
 - i. Review is conducted by the designated reviewing authority
 - ii. Review is based on applicable statutes and regulations
 - iii. Review procedures follow established administrative processes
 - c. Outcomes of administrative review
 - i. Outcomes are determined pursuant to statutory and regulatory authority
 - ii. Outcomes may affirm, modify, or otherwise address the administrative action
 - iii. Review outcomes do not replace ongoing regulatory requirements
- 4) Administrator and Licensee Awareness
- a. Importance of understanding the appeals process
 - i. Awareness supports informed participation in regulatory procedures
 - ii. Understanding scope and limitations of appeal rights
 - iii. Awareness helps distinguish appeals from other regulatory processes
 - b. Relationship to ongoing regulatory obligations
 - i. Appeals process does not suspend regulatory responsibilities
 - ii. Compliance obligations continue during administrative review
 - iii. Regulatory authority remains in effect throughout the appeals process
- 5) Instructional Emphasis
- a. Educational scope
 - i. Segment provides an overview of appeals and administrative review concepts
 - ii. Content is informational and instructional in nature
 - iii. Supports general understanding of regulatory processes
 - b. Limitations of instruction
 - i. Does not provide guidance on how to file an appeal
 - ii. Does not interpret legal outcomes
 - iii. Does not replace official guidance or legal advice

Knowledge Check: True / False

1. Administrative actions are regulatory tools authorized by statute and regulation and are separate from criminal court proceedings.
Answer: True
2. Administrators and licensees may disregard regulatory timelines during enforcement activities if an appeal is being considered.
Answer: False
Explanation: Regulatory timelines and responsibilities continue to apply unless otherwise specified by law. Considering or pursuing an appeal does not remove ongoing regulatory obligations.
3. All administrative actions taken by the licensing authority are automatically subject to appeal.
Answer: False
Explanation: Only certain administrative actions are eligible for appeal, as specified by statute and regulation. Not all actions may be appealed.

HOOR 4 - LAWS, REGULATIONS, POLICIES & PROCEDURAL STANDARDS (FOUNDATIONS)

Segment 13: Health & Safety Code: Purpose and Authority (15 minutes)

Refs: Health & Safety Code §1569

- 1) Purpose of the Health & Safety Code
 - a. Legislative intent
 - i. Establishes the statutory framework for regulation of residential care programs
 - ii. Authorizes the State to regulate licensed care settings through law
 - iii. Reflects legislative intent to protect individuals receiving care
 - b. Public policy objectives
 - i. Supports health, safety, and personal well-being of individuals in care settings
 - ii. Establishes statewide consistency in regulatory oversight
 - iii. Provides a legal foundation for accountability
- 2) Scope of Statutory Authority
 - a. Authority granted by statute
 - i. Authorizes licensure of residential care programs
 - ii. Permits oversight, monitoring, and enforcement activities
 - iii. Establishes conditions under which care may be lawfully provided
 - b. Limits of statutory authority
 - i. Authority is limited to what is enacted by the Legislature
 - ii. Implementation must occur through adopted regulations
 - iii. Statute does not provide operational detail without regulation
- 3) Relationship Between Statute and Regulation
 - a. Role of statute
 - i. Establishes legal authority for regulation
 - ii. Defines broad regulatory goals and boundaries
 - iii. Serves as the foundation for regulatory development
 - b. Role of regulation
 - i. Regulations are adopted to implement statutory authority
 - ii. Provide detailed requirements within statutory limits
 - iii. Cannot exceed or conflict with statutory authority
- 4) Applicability to Licensed Care Facilities
 - a. General applicability
 - i. Statutory provisions apply to licensed residential care operations
 - ii. Establish baseline legal expectations for operation
 - iii. Apply regardless of facility size or service model
 - b. Relationship to oversight and enforcement
 - i. Supports licensing and monitoring functions
 - ii. Provides legal basis for administrative actions
 - iii. Serves as reference authority during regulatory review

Segment 14: Overview of Title 22 Regulatory Structure (15 minutes)

Core of Knowledge Mapping:

Overview of Title 22, CCR, Division 6, Chapter 8, Articles 1–15

Refs: Title 22 CCR, Division 6

1) Purpose of Title 22 Regulations

- a. Function within the regulatory system
 - i. Implements statutory authority established in the Health & Safety Code
 - ii. Translates legislative intent into enforceable regulatory standards
 - iii. Establishes a uniform regulatory framework for licensed care programs
- b. Relationship to statutory law
 - i. Regulations are adopted pursuant to legislative authorization
 - ii. Regulatory provisions must remain consistent with statutory limits
 - iii. Statutes and regulations operate together as a single legal framework

2) Structural Organization of Title 22

- a. Division-level organization
 - i. Title 22 is organized into divisions based on program and regulatory function
 - ii. Division 6 governs community care licensing programs
 - iii. Each division contains regulations specific to the regulated setting
- b. Chapter-level organization
 - i. Chapters organize regulations by broad subject area
 - ii. Chapter 8 contains regulations applicable to residential care settings
 - iii. Chapters provide a framework for grouping related regulatory requirements
- c. Article-level organization
 - i. Articles further subdivide chapters into specific regulatory topics
 - ii. Articles 1–15 address different categories of regulatory requirements
 - iii. Article organization supports clarity and regulatory navigation

3) Types of Regulatory Content Found in Articles 1–15 (Overview Only)

- a. Licensing and certification–related provisions
 - i. Establish general requirements for licensure and continued authorization to operate
 - ii. Identify categories of licenses and regulated program types
 - iii. Define conditions under which licensure is required by law
- b. Administrative roles and responsibilities
 - i. Identify responsibilities assigned to licensees and administrators
 - ii. Establish accountability for adherence to applicable laws and regulations
 - iii. Define expectations for administrative oversight
- c. Oversight and enforcement provisions
 - i. Describe the authority of the licensing agency to monitor licensed operations
 - ii. Identify the existence of enforcement and administrative action mechanisms
 - iii. Establish the regulatory framework under which oversight occurs
- d. Individual protections and procedural topics (identified only)
 - i. Personal rights
 - ii. Confidentiality
 - iii. Complaint procedures

These topics are identified to illustrate the scope of Articles 1–15.

Detailed regulatory requirements for these areas are addressed in later segments of the 8-hour Laws & Regulations core.

4) Using Title 22 as a Regulatory Reference

- a. Navigational awareness
 - i. Understanding the structure of Title 22 supports efficient reference use
 - ii. Familiarity with divisions, chapters, and articles aids regulatory literacy
 - iii. Structural awareness supports accurate citation and review

- b. Instructional limitations
 - i. Segment does not interpret regulatory requirements
 - ii. Segment does not provide operational or procedural instruction
 - iii. Segment does not replace official guidance or determinations

Segment 15: Licensing Concepts: Scope, Non-Transferability, and Certification (15 minutes)

Core of Knowledge Mapping:

Licensing process · Non-transferability of license · Certification process

Refs: Title 22 CCR, Division 6; Health & Safety Code §1569

1) Purpose of Licensure

- a. Role of licensure within the regulatory framework
 - i. Establishes authorization to operate a regulated care program
 - ii. Serves as a condition for lawful operation
 - iii. Supports regulatory oversight and accountability
- b. Relationship to statutory authority
 - i. Licensure requirements derive from statutory authority
 - ii. Regulatory requirements implement statutory intent
 - iii. Licensure operates within the limits established by law

2) Scope and Limitations of Licensure

- a. Scope of authorization
 - i. Licensure authorizes operation only as defined by regulation
 - ii. Authorization is limited to approved program type and conditions
 - iii. Licensure does not extend beyond the licensed operation
- b. Limitations of licensure
 - i. Licensure does not exempt operations from regulatory oversight
 - ii. Licensure does not replace compliance with applicable laws
 - iii. Licensure is subject to ongoing monitoring and review

3) Non-Transferability of Licenses

- a. Principle of non-transferability
 - i. Licenses are issued to a specific operator and location
 - ii. Licenses may not be transferred to another individual or entity
 - iii. Changes in ownership or operation may require regulatory action
- b. Regulatory significance
 - i. Supports accountability of licensed operators
 - ii. Ensures regulatory review of operational changes
 - iii. Maintains integrity of the licensing system

4) Administrator Certification Concepts (Overview Only)

- a. Purpose of administrator certification
 - i. Establishes minimum qualifications for administrative oversight
 - ii. Supports competency within regulated care programs
 - iii. Operates alongside licensure requirements
- b. Relationship to licensure
 - i. Certification is distinct from facility licensure
 - ii. Certification does not confer licensure authority
 - iii. Both operate within the broader regulatory framework

Administrator certification processes are addressed in greater detail in later segments.

Segment 16: Regulatory Agencies & Oversight Roles (15 minutes)

Core of Knowledge Mapping:

Agencies · Forms · Oversight structure

Refs: Health & Safety Code §1569; Title 22 CCR, Division 6

1) Purpose of Regulatory Oversight

- a. Role of oversight in regulated care programs
 - i. Supports implementation of statutory and regulatory requirements
 - ii. Provides a mechanism for monitoring licensed operations
 - iii. Promotes consistency in the application of regulatory standards
- b. Relationship between oversight and licensure
 - i. Oversight authority is linked to the issuance of licensure
 - ii. Oversight activities occur within statutory authority
 - iii. Oversight is an ongoing component of licensed operation

2) Primary Regulatory Agencies

- a. Licensing authority
 - i. Administers licensure programs for regulated care facilities
 - ii. Conducts monitoring and regulatory review activities
 - iii. Implements regulations adopted under statutory authority
- b. Certification and program oversight bodies
 - i. Oversee certification and training requirements applicable to administrators
 - ii. Monitor approved training and certification programs
 - iii. Operate within a defined regulatory scope

3) Role of Regulatory Forms and Documentation (Overview Only)

- a. Purpose of regulatory forms
 - i. Used to document information required by regulation
 - ii. Support licensure, oversight, and administrative processes
 - iii. Serve as official records within the regulatory system
- b. Relationship to oversight activities
 - i. Forms support communication between licensees and regulatory agencies
 - ii. Documentation assists in regulatory review and monitoring
 - iii. Records support regulatory accountability
- c. Instructional limitations regarding forms
 - i. Segment does not provide instructions for completing forms
 - ii. Does not address submission timelines or methods
 - iii. Forms are identified for awareness only

4) Instructional Framing and Limitations

- a. Educational scope
 - i. Introduces regulatory agencies and oversight roles at a conceptual level
 - ii. Supports foundational understanding of regulatory structure
 - iii. Prepares learners for later substantive regulatory topics
- b. Limitations of instruction
 - i. Does not provide operational or compliance guidance
 - ii. Does not replace official regulatory guidance
 - iii. Does not guarantee regulatory outcomes

Knowledge Check: True / False

1. Title 22 regulations are organized into divisions, chapters, and articles to support consistent reference and application of regulatory requirements.

Answer: True

2. Licensure authorizes operation only within the scope defined by regulation and is not transferable to another individual or entity without regulatory authorization.

Answer: True

3. Regulatory oversight agencies operate within authority granted by statute and conduct monitoring activities as part of ongoing oversight of licensed operations.

Answer: True