



**DEPARTMENT OF HEALTH AND HUMAN SERVICES
Licensure and Regulatory Services
255 Rockville Pike, Suite 100
Rockville, Maryland 20850-2368
240-777-3986 Fax: 240-777-3088**

ANNUAL PROGRAM STATEMENT RENEWAL REQUIREMENTS

Montgomery County Code, Chapter 23A-9(d) requires a **Program Statement** for re-licensure of group homes, and must include the following items: If any of the items have changed, please attach the changes or amendments. If not, please indicate below:

Check if items are unchanged:

- the program purpose, goals and objectives;
- the means to accomplish the goals and objectives;
- the needs and capabilities of the population to be served;
- the proposed budget, resources, and procedures to meet those needs;
- the proposed operating methods and procedures for medication management, transportation, social and recreational services, 24 hour supervision, personal care services, and food service;
- client admission and retention criteria;
- qualifications and experience of the applicant and the personnel operating the group home;

Signature: _____

Date: _____