

## Chapter PW-MH 60

## MENTAL HYGIENE

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**PW-MH 60.01 Traffic and conduct on Wisconsin Diagnostic Center Property.** (1) **DEFINITIONS.** Unless the context otherwise requires:

(a) "Department" is the Wisconsin State Department of Public Welfare.

(b) "Diagnostic Center" is the Wisconsin Diagnostic Center.

(c) "Superintendent" is the superintendent of the diagnostic center.

(2) **POLICE OFFICERS.** Such persons as shall be authorized by the superintendent shall be constituted police officers and shall have the power to enforce these rules and regulations, and for the purposes thereof shall police the diagnostic center property. Such officers shall have all the powers provided in section 46.05 (2), Wis. Stats., 1957. Said police officers shall be identified by an appropriate shield or badge, bearing the words, "Police, Wisconsin Diagnostic Center", and bearing a number, which badge shall be conspicuously worn when enforcing these regulations.

(3) **MOTOR VEHICLE REGULATIONS.** Except those exempted under subsections (4) (b) 4, 5 and 6, (d), (e) and (f), no person shall operate an automobile on the diagnostic center grounds at the rear of the diagnostic center nor on the easterly driveway leading to said grounds unless the vehicle has affixed to its bumper an identification tag, decal or other identification lawfully issued under subsection (4) (c).

(4) **PARKING.** (a) Parking of motor vehicles is prohibited at all times on the diagnostic center grounds at the rear of the diagnostic center building, and on the easterly driveway leading to said grounds except to persons designated in subsections (b), (d) and (e); and the superintendent or his designated representative shall designate and mark the areas for the purposes specified in subsections (d) and (e) and is authorized to establish, designate and reserve parking spaces in the remaining areas available therefor on said grounds and driveway for the persons and groups specified in subsection (b).

(b) The persons included under paragraphs 1, 2 and 3 may park automobiles identified in the manner provided in subsection (c) and

persons included under paragraphs 4, 5 and 6 may park automobiles without such identification, in the parking areas designated as provided in subsection (a) :

1. The superintendent.
2. Such officials and employes of the center as the superintendent may specify.
3. The Director of the Division of Mental Hygiene and such employes of the Division as the superintendent may specify.
4. Members of the State Board of Public Welfare and the Director of the Department; and any other members of the Department staff doing official business at the center and having the superintendent's permission to park.
5. Persons not connected with but on business with the center.
6. Other persons as designated by the superintendent.

(c) To facilitate the administration of subsection (b) 1, 2 and 3, the superintendent or his representative shall procure identification tags, decals or other identification designed to be affixed to the rear bumper of the vehicle and he shall issue such marker at cost to those eligible under subsection (b) 1, 2 and 3.

(d) Parking is prohibited at all times in areas which must be kept clear for the passage of fire apparatus. Said areas shall be designated by standard signs reading, "Fire Zone, No Parking at Any Time, Day or Night".

(e) Parking is prohibited at all times in areas which must be kept clear for vehicles to load and unload. Such areas shall be designated by standard signs reading, "Loading Zone, 30 Minute Limit, Day or Night".

(f) For the purposes of going to or leaving their place of employment, officers and employes of the naval armory located adjacent to the diagnostic center may operate their automobiles over the diagnostic center grounds and the easterly driveway leading thereto provided that such operation shall be subject to the provisions of this rule and regulations hereunder.

(g) On the driveway on the westerly side of the diagnostic center property (such driveway existing by virtue of a reservation by the regents of the University of Wisconsin of an easement for driveway purposes, in a quit claim deed, dated June 17, 1953, in which said regents conveyed the diagnostic center property to the State of Wisconsin—State Department of Public Welfare—such driveway to be used jointly by the parties) there is prohibited:

1. The parking of any vehicle as defined by sec. 340.01 (73), Wis. Stats.
2. The placing or use of any obstruction whatever which prevents the passage of any vehicle on or over the driveway.
3. The operation of any vehicle in excess of 15 miles per hour.

(h) Any motor vehicle parked in violation of this subsection may be towed off the premises and stored at the owner's expense.

(5) TRAFFIC REGULATIONS. (a) As a safety measure, there is hereby established a maximum speed limit of 15 miles per hour for motor vehicle traffic on the area at the rear of the diagnostic center and the easterly driveway leading to said grounds.

(b) All trucking on the diagnostic center grounds is prohibited, except for purposes of delivery to the center or for center construction projects.

(6) **SEVERABILITY.** The provisions of this rule are severable. If any provision of this rule is invalid, or if the application thereof to any person or circumstance is invalid, such invalidity shall not affect other provisions or applications which can be given effect without the invalid provision or application.

(7) **PENALTY.** The penalty for violating any of these rules and regulations shall be as provided in section 946.73, Wis. Stats.

**History:** Cr. Register, February, 1959, No. 38, eff. 3-1-59.

**PW-MH 60.02 Traffic and conduct on Mendota State Hospital property.** (1) **DEFINITIONS.** Unless the context otherwise requires:

(a) "Department" is the Wisconsin State Department of Public Welfare.

(b) "Hospital" is the Mendota State Hospital.

(c) "Superintendent" is the Superintendent of the Mendota State Hospital.

(d) "Road" or "driveway" includes courts, circles, drives and lanes.

(2) **POLICE OFFICERS.** Such persons as shall be authorized by the hospital superintendent as to the hospital property shall be constituted police officers and shall have the power to enforce these rules and regulations, and for the purposes thereof shall police the properties under their respective jurisdictions. Such officers shall have all the powers provided in section 46.05 (2), Wis. Stats., except where such powers are specifically limited or modified by the department. Said police officers shall be identified by an appropriate shield or badge bearing the words "Police, Mendota State Hospital", and bearing a number, which badge shall be conspicuously worn when enforcing these regulations. Such officers may warn motor vehicle operators regarding defective equipment and require the owners to have the defects repaired.

(3) **MOTOR VEHICLE REGULATIONS.** (a) 1. No person not holding a valid and current operator's license issued under chapter 343, Wis. Stats., shall operate any motor vehicle on any roadway, driveway or parking lot of the hospital unless exempt under the provisions of section 343.05 (2) Wis. Stats., from the requirement that he hold such a license in order to operate a motor vehicle on the highways of this state, and no person shall operate a motor vehicle on said grounds except on what clearly appears to be driveways, roadways or parking lots.

2. No person shall operate any motor vehicle on any driveway, roadway or parking lot of the hospital unless the same has been properly registered as provided by chapter 341, Wis. Stats., unless exempt under an applicable provision of section 341.05, Wis. Stats., from the requirement that the vehicle be registered in order that it may be operated on the highways of this state.

(b) All provisions of chapter 346, Wis. Stats., entitled "Rules of the Road", which are applicable to highways as defined in section 340.01 (22), Wis. Stats., are hereby adopted for the regulation of traffic on the roadways and driveways under the control of the superintendent except as follows:

1. Provisions of chapter 346, Wis. Stats., which are in conflict with any specific provision of these regulations.

2. Penalty provisions of chapter 346, Wis. Stats.

3. Sections 346.61 through 346.74, Wis. Stats.

(4) PARKING. (a) Parking is prohibited at all times on the hospital grounds, roadways and driveways, except that the superintendent of the hospital or his designated representative (as to the hospital property) are authorized to establish necessary parking areas on the properties under his jurisdiction, including areas having parking spaces reserved for specified persons and areas as appropriate and safe for parking for specific groups at specific times, providing such areas are properly posted.

(b) Parking in any reserved parking area is prohibited to persons other than those specifically assigned to such area by the superintendent; and motor vehicles so assigned to any of the reserved parking areas shall be identified by an appropriate parking permit affixed to the rear bumper of vehicle so designated by the superintendent.

(c) Parking is prohibited at all times in areas which must be kept clear for the passage of fire apparatus. Said areas shall be designated by the proper superintendent by standard signs reading, "Fire Zone, No Parking At Any Time, Day or Night".

(d) Parking is prohibited at all times in areas which must be kept clear for vehicles to load and unload. Such areas shall be designated by the proper superintendent by standard signs reading, "Loading Zone, 30-Minute Limit, Day or Night".

(e) Parking is prohibited at all times as follows:

1. In a driveway.
2. In a firelane.
3. Across a line marking the outside limits of a parking stall.
4. Overtime in a zone having a maximum designated time limit for parking.
5. In a stall already occupied in whole or in part by another motor vehicle.
6. In any area designated as a "no parking" zone.
7. Within 4 feet of the outside limits of any loading or unloading dock or zone.

(f) Motor vehicles parked in a restricted parking area without a permit, or motor vehicles parked in a fire zone, loading zone or no parking zone, or in a parking area at time when parking therein is prohibited, and unlicensed or partially dismantled motor vehicles, may be towed off the premises and stored at the owner's expense.

(5) TRAFFIC REGULATIONS. (a) As a safety measure, the maximum speed on the following driveways and roadways on the hospital property shall be:

1. Ten miles per hour on all roadways at crosswalks or intersections with sidewalks and any place where patients are being escorted or walking in groups, and on roadways designated as "courts", "alleys", or "circles".
2. Fifteen miles per hour on Canteen Road, Goodland Road, Tower Road, Lake Road, and Garden Road.
3. Twenty-five miles per hour on Main Drive, Memorial Drive, Service Road, and North Road.

(b) On the hospital grounds, all vehicles shall come to a full and complete stop at the following intersections and places:

1. Main drive at entrance to Troy Drive.
2. Main Building Circle at intersection with Main Drive.

3. Lorenz Circle at intersection with Main Drive.
4. R. T. Road at intersection with Main Drive.
5. Main Drive at the "Y" intersections with Memorial Drive.
6. Building 6 Court at intersection with Memorial Drive.
7. Memorial Drive at intersection with Goodland Road.
8. Goodland Road at intersection with Memorial Drive.
9. Goodland Court at intersection with Memorial Drive.
10. Service Road at intersection with Memorial Drive.
11. North Road at intersection with Memorial Drive.
12. Nurses' Dorm Road at intersection with Service Road.
13. Service Building Alley at intersection with East Main Court.
14. Service Building Alley at intersection with Laundry Court.
15. Tower Road at intersection with Service Road.
16. Warehouse Lane at intersection with Troy Drive.
17. On the hospital grounds all vehicles on Tower Road shall yield the right of way at said road's intersection with North Road.

(c) All trucking on the hospital driveways and grounds is prohibited, except for purposes of delivery to the hospital or for construction projects.

(d) The superintendent of the hospital shall cause to be installed standard "Stop" signs at the places specified in subsection (b) and "Yield Right of Way" signs at the place specified in subsection 17.

(e) The superintendent of the hospital shall cause properly placed signs specifying the maximum speeds allowed on roadways and driveways as specified in subsection (a).

(f) No operator of a motor vehicle may overtake and pass another moving motor vehicle upon the right.

(6) CONSERVATION OF INSTITUTION LANDS. (a) The dumping of any waste, trash, debris or other rubbish on any hospital property is prohibited, except only as may be specifically authorized by the superintendent.

(b) The removal of any shrubs, vegetation, wood, timber, rocks, stone, earth, or other products or materials from the hospital property is prohibited, except as authorized by the superintendent.

(c) The removal, destruction or molestation of any bird, animal and fish life within the boundaries of the hospital property is prohibited, except in cases wherein this provision conflicts with any order of the Wisconsin conservation commission, when such commission is empowered to act; and in such cases of conflict said commission order shall govern.

(d) The presence of dogs is prohibited at all times, except those possessed by employes housed on the grounds.

(e) It shall be unlawful to break, tear up, mar, destroy or deface any notice, tree, vine, shrub, flower or other vegetation, or dislocate any stones or disfigure natural conditions or destroy or damage in any way any other property, real or personal, within the boundaries of hospital property.

(7) CONDUCT ON HOSPITAL GROUNDS. (a) The lighting and use of fires on hospital grounds is prohibited except in such places as are set aside for this purpose and appropriately designated by standard signs. It shall be unlawful to throw away any cigarette, cigar, pipe ashes, or other burning material without first extinguishing them.

(b) All canvassing, peddling, or soliciting shall be prohibited on the grounds or in the buildings of the hospital except that the business manager, with the consent of the superintendent of the hospital, may authorize subscription, membership, and ticket sales solicitation by employe organizations and campaigns for charitable purposes at such times and in such manner as not to interfere with regular hospital business and functions. Food or beverage concessions operated by private parties are prohibited unless prior approval is granted by the business manager.

(c) As an anti-littering measure, the distribution of handbills, pamphlets, and other similar materials on the hospital grounds or in the buildings is prohibited, except that employe organizations may be granted permission for such distribution by the superintendent provided that the organization agrees in writing to collect all discarded materials from its distribution on the grounds and to distribute no unlawful materials.

(d) The erection, posting or attaching of signs in or on any building or grounds of the hospital is prohibited except on regular bulletin boards. (The superintendent is authorized to allow exceptions for temporary periods.)

(e) Smoking is prohibited in the hospital buildings except for such areas as are designated for that purpose by the superintendent.

(f) Walking upon the roof of hospital buildings is prohibited at all times except for construction and repair purposes and where emergency egress to a fire escape is necessary, unless such roof has been specifically constructed to be walked upon.

(g) The use of mobile public address systems for advertising or other purposes upon institution or hospital property is prohibited at all times. The use of stationary public address systems outside of all buildings is prohibited at all times except that the superintendent is authorized to permit the use of such equipment for special events.

(h) Carrying or using firearms on hospital property, except as required for police and military purposes, is prohibited unless otherwise authorized by the superintendent.

(i) Drunkenness or disorderly conduct of any kind is prohibited. The use or possession of intoxicating liquor or beer is prohibited in the hospital and on hospital property, except in the private quarters of employes, or as authorized by the superintendent.

(8) **PICNICKING ON HOSPITAL GROUNDS.** Picnicking is permitted on hospital grounds only to patients and employes of the hospital and their relatives and friends, and in such specific areas as are designated by the superintendent to be picnic grounds. The superintendent shall prescribe rules as to hours when picnics are permitted, the building and quenching of fires, the disposal of garbage and other refuse, and such other precautionary and safety measures as he deems necessary.

(9) **FISHING.** (a) It is recognized that the department does not have the authority to forbid or restrict the use of Lake Mendota and its shore line to the high water line, but the department does claim authority to forbid or restrict the use of the hospital grounds in that connection to said lake and its high water line.

(b) Any use of the hospital grounds for such ingress or egress is forbidden except for fishing. Ingress and egress shall be afforded for fishing purposes to said lake and its high water line, but only during

such hours and at such places, including parking areas in connection therewith, as shall be designated by the superintendent of the hospital; and no person shall have the use of the hospital grounds for such ingress and egress except at the places and during the hours so specified and posted.

(10) DUTIES OF HOSPITAL POLICE OFFICER AS TO PAROLEES. Police of the hospital have the same authority to arrest a parolee of the hospital on the hospital grounds for a law violation as they have to arrest any other person for a law violation on such grounds, but if the violator is a parolee the officer shall return the parolee to the proper ward in the hospital.

(11) EXCESSIVE NOISE PROHIBITED. No person on or in any hospital property shall cause or make any loud, excessive or unusual noise in the operation or use of any radio, television, phonograph, or other mechanical or electrical sound-making or reproducing device, instrument or machine, which loud, excessive or unusual noise shall disturb the comfort, quiet or repose of inmates or employes of the hospital.

(12) DEBRIS ON HOSPITAL GROUNDS, LAKE SHORE OR OTHER PROPERTY. No person shall throw or deposit, nor permit to be thrown or deposited, any type of debris or waste material on or along the hospital grounds lake shore or elsewhere on the hospital grounds.

(13) ADJACENT PUBLIC WAYS. No provision of this rule applies to adjacent public ways maintained and policed by the city of Madison, such as Troy Drive, Green Avenue, and Sauthoff Road, except for fresh pursuit from the hospital grounds.

(14) SEVERABILITY. The provisions of this rule are severable. If any provision of this rule is invalid, or if the application thereof to any person or circumstance is invalid, such invalidity shall not affect other provisions or applications which can be given effect without the invalid provision or application.

(15) PENALTY. The penalties for violating these rules and regulations shall be as provided in section 946.73, Wis. Stats.

(16) EFFECTIVE DATE. The rule contained herein shall take effect on November 1, 1959, as provided in section 227.026, Wis. Stats.

**History:** Cr. Register, October, 1959, No. 46, eff. 11-1-59.

**PW-MH 60.03 Traffic and Conduct on Southern Wisconsin Colony and Training School Property.** (1) DEFINITIONS. Unless the context otherwise requires: (a) "Department" shall be interpreted to mean the Wisconsin State Department of Public Welfare.

(b) "Colony" shall be interpreted to mean the Southern Wisconsin Colony and Training School located at Union Grove.

(c) "Superintendent" shall be interpreted to mean the superintendent of the Southern Wisconsin Colony and Training School.

(d) "Road" shall be interpreted to mean driveways, courts, circles, drives, and lanes.

(2) POLICE OFFICERS. (a) Such persons as shall be authorized by the superintendent as to the colony property shall be constituted colony police officers and shall have the power to enforce these rules and regulations, and for the purposes thereof shall police the properties under their respective jurisdictions. Such police officers shall have all the powers provided in section 46.05 (2), Wis. Stats., except

where such powers are specifically limited or modified by the superintendent or by the department. Said police officers shall be identified by an appropriate shield or badge bearing the words "Colony Police Officer" and bearing a number, and such badge shall be conspicuously worn when enforcing these rules and regulations. Such police officers may warn motor vehicle operators regarding defective equipment and require the owners to have the defects repaired.

(b) At the discretion of the superintendent other personnel of the colony may be appointed to enforce these rules and regulations. Such officers shall have all the powers provided in section 46.05 (2), Wis. Stats., except where such powers are specifically limited or modified by the superintendent or the department. Officers appointed under this subsection are not required to wear uniforms and consist of personnel performing their usual employment. Said officers shall carry an appropriate badge or shield bearing the words "Colony Police Officer" and bearing a number, and such badge shall be conspicuously shown when enforcing these regulations.

(3) MOTOR VEHICLE REGULATIONS. (a) 1. No person not holding a valid and current operator's license issued under chapter 343, Wis. Stats., shall operate any motor vehicle on any roadway, driveway, or parking lot of the colony unless exempt under the provisions of section 343.05 (2) Wis. Stats., from the requirement that he hold such a license in order to operate a motor vehicle on the highways of this state, and no person shall operate a motor vehicle on said grounds except on what clearly appears to be driveways, roadways, or parking lot.

2. No person shall operate any motor vehicle on any driveway, roadway, or parking lot of the colony unless the same has been properly registered as provided by chapter 341, Wis. Stats., unless exempt under an applicable provision of section 341.05, Wis. Stats., from the requirement that the vehicle be registered in order that it may be operated on the highways of this state.

(b) All provisions of chapter 346, Wis. Stats., entitled "Rules of the Road", which are applicable to highways as defined in section 340.01 (22), Wis. Stats., are hereby adopted for the regulation of traffic on the roadways and driveways under the control of the superintendent except as follows:

1. Provisions of chapter 346, Wis. Stats., which are in conflict with any specific provision of these regulations.
2. Penalty provisions of chapter 346, Wis. Stats.
3. Sections 346.61 through 346.74, Wis. Stats.

(4) PARKING. (a) Parking is prohibited at all times on the colony grounds, roadways, and driveways except that the superintendent of the colony is authorized to establish necessary parking areas on the properties under his jurisdiction, including areas having parking spaces reserved for specified persons and areas as appropriate and safe for parking for specific groups at specific times, providing such areas are properly posted.

(b) Parking in any reserved parking area is prohibited to persons other than those specifically assigned to such area by the superintendent; and motor vehicles so assigned to any of the reserved parking areas shall be identified by an appropriate parking permit affixed to the rear bumper of vehicle so designated by the superintendent.

(c) Parking is prohibited at all times in areas which must be kept clear for the passage of fire apparatus. Said areas shall be designated by the superintendent by standard signs reading, "Fire Zone, No Parking At Any Time, Day or Night".

(d) Parking is prohibited at all times in areas which must be kept clear for vehicles to load and unload. Such areas shall be designated by the superintendent by standard signs reading, "Loading Zone, No Parking, Day or Night".

(e) Parking is prohibited at all times as follows:

1. In a driveway or service road.
2. In a firelane.
3. Across a line marking the outside limits of a parking stall.
4. Overtime in a zone having a maximum designated time limit for parking.
5. In a stall already occupied in whole or in part by another motor vehicle.
6. In any designated area posted as a "No Parking" zone.
7. Within 4 feet of the outside limits of any loading or unloading dock or zone.
8. Across any crosswalk.
9. Within 10 feet in any direction of a fire hydrant.

(f) Motor vehicles parked in a restricted parking area without a permit, or motor vehicles parked in a fire zone, loading zone or no parking zone, or in a parking area at times when parking therein is prohibited, and unlicensed or partially dismantled motor vehicles, or abandoned vehicles, may be towed off the premises and stored at the owner's expense.

(5) TRAFFIC REGULATIONS. (a) As a safety measure, the maximum speed on the following driveways and roadways on the colony property shall be:

1. Fifteen miles per hour on all roadways, at crosswalks or intersections with sidewalks and any place where patients are being escorted or walking in groups, and on roadways designated as "courts", "circles", and "drives".
2. Twenty-five miles per hour on Elm Road from the Main Gate to the first intersection of Elm Road and Atherton Drive. Twenty-five miles per hour on Pine Road from the Rear Gate to the intersection of Pine Road and Elm Road.

(b) On the colony grounds, all vehicles shall come to a full and complete stop at the following intersections and places:

1. Elm Road and Highway C (2).
2. Elm Road and Atherton Drive (2).
3. Elm Road and Circle Drive (2).
4. Elm Road and Cottage 7 Drive (1).
5. Elm Road and Oak Street (1).
6. Elm Road and Pine Road (4).
7. Elm Road and Cherry Street (1).
8. Pine Road and Spruce Street (2).

(c) All trucking on the colony roads and grounds is prohibited, except for the purpose of delivery to the colony or for construction projects.

(d) The superintendent shall cause to be installed standard "Stop" signs at the places specified in subsection (5) (b).

(e) The superintendent shall cause properly placed signs specifying the maximum speeds allowed on roadways and driveways as specified in subsection (5) (a).

(f) No operator of a motor vehicle may overtake and pass another moving motor vehicle upon the right.

(6) CONSERVATION OF INSTITUTION LANDS. (a) The dumping of any waste, trash, debris, or other rubbish on any colony property is prohibited, except only as may be specifically authorized by the superintendent.

(b) The removal of any shrubs, vegetation, wood, timber, rocks, stone, earth, or other products from the colony property is prohibited except only as may be specifically authorized by the superintendent.

(c) The removal, destruction or molestation of any bird, animal, and fish life within the boundaries of the colony property is prohibited, except as may be specifically authorized by the superintendent to protect colony property or in cases wherein this provision conflicts with any order of the Wisconsin Conservation Commission, when such commission is empowered to act; and in such cases of conflict said commission order shall govern.

(d) The presence of any dogs or cats is prohibited at all times, except those possessed by employees housed on the grounds as approved by the superintendent.

(e) It shall be unlawful to break, tear up, mar, destroy, or deface any notice, tree, vine, shrub, flower or other vegetation, or dislocate any stones or disfigure natural conditions or destroy or damage in any way any other property, real or personal, within the boundaries of colony property.

(7) CONDUCT ON COLONY GROUNDS. (a) The lighting and use of fires on the colony grounds is prohibited except in such places as are set aside for this purpose and appropriately designated by standard signs. It shall be unlawful to throw away any cigarette, cigar, pipe ashes, or other burning material without first extinguishing them.

(b) All canvassing, peddling, or soliciting shall be prohibited on the grounds or in the buildings of the colony except that the business manager, with the consent of the superintendent may authorize subscription, membership, and ticket sales solicitation by employee organizations and campaigns for charitable purposes at such times and in such manner as not to interfere with regular colony business and functions. Food or beverage concessions operated by private parties, employee groups, and organizations are prohibited unless operated as part of the soda bar and snack bar; unless part of a public event sponsored by an organization the proceeds of which are used for the benefit of patients.

(c) As an anti-littering measure, the distribution of handbills, pamphlets, and other similar materials on the colony grounds or in the buildings is prohibited, except that employee organizations may be granted permission for such distribution by the superintendent provided that the organization agrees in writing to distribute no unlawful material.

(d) The erection, posting, or attaching of signs in or on any building or grounds of the colony is prohibited except on regular bulletin boards. The superintendent is authorized to allow exceptions for temporary periods as may be required by circumstances.

(e) Smoking is prohibited in all buildings housing patients or patient activities except for such areas as are designated for that purpose by the superintendent.

(f) Walking upon the roofs of any colony building is prohibited at all times except for construction and repair purposes and where emergency egress to fire escape is necessary unless such roof has been specifically constructed to be walked upon.

(g) The use of mobile public address systems for advertising or other purposes upon colony property is prohibited at all times. The use of outdoor stationary public address systems is prohibited at all times except that the superintendent is authorized to permit the use of such equipment for special events.

(h) Carrying or using firearms on colony property, except as required for police and military purposes, is prohibited unless otherwise authorized by the superintendent.

(i) Drunkenness or disorderly conduct of any kind is prohibited. The use or possession of intoxicating liquor or beer is prohibited in the colony and on colony property, except in the private living quarters of employees.

(8) **PICNICKING ON COLONY GROUNDS.** Picnicking is permitted on colony grounds only to patients and employees of the colony and their relatives and friends, and in such specific areas as are designated by the superintendent to be picnic grounds. The superintendent shall prescribe rules as to hours when picnics are permitted, the building and quenching of fires, the disposal of garbage and other refuse, and such other precautionary and safety measures as he deems necessary.

(9) **DUTIES OF COLONY POLICE OFFICERS AS TO PAROLEES.** Police officers of the colony have the same authority to arrest a parolee of the colony on the colony grounds for a law violation as they have to arrest any other person for a law violation on such grounds, but if the violator is a parolee the police officer shall return the parolee to the proper cottage in the colony.

(10) **EXCESSIVE NOISE PROHIBITED.** No person on or in any hospital property shall cause or make any loud, excessive or unusual noise in the operation or use of any radio, television, phonograph, or other mechanical or electrical sound-making or reproducing device, instrument, machine, or vehicle which loud, excessive or unusual noise shall disturb the comfort, quiet, or repose of patients or employees of the colony.

(11) **HIGHWAYS.** No provision of this rule applies to any highway as defined by section 340.01 (22) Wis. Stats., which traverses, skirts, or intersects any portion of the colony property.

(12) **SEVERABILITY.** The provisions of this rule are severable. If any provision of this rule is invalid, or if the application thereof to any person or circumstance is invalid, such invalidity shall not affect other provisions or applications which can be given effect without the invalid provision or application.

(13) **PENALTY.** The penalties for violating these rules and regulations shall be provided in section 946.73, Wis. Stats.

**History:** Cr. Register, April, 1960, No. 52, eff. 5-1-60.

**PW-MH 60.04 Traffic and conduct on central Wisconsin colony and training school property. (1) DEFINITION.** Unless the context other-

wise requires: (a) "Department" is the Wisconsin State Department of Public Welfare.

(b) "Colony" is the Central Wisconsin Colony and Training School located in Madison.

(c) "Superintendent" is the superintendent of Central Wisconsin Colony and Training School.

(d) "Road" shall be interpreted to mean driveways, courts, circles, drives and lanes.

(e) "Client" shall be interpreted to mean an individual referred to the Development Evaluation Center for diagnostic evaluation services.

(2) POLICE OFFICERS. (a) Such persons as shall be authorized by the superintendent as to the colony property shall be constituted colony police officers and shall have the power to enforce these rules and regulations, and for the purposes thereof shall police the properties under their respective jurisdictions. Such police officers shall have all the powers provided in section 46.05 (2), Wis. Stats., except where such powers are specifically limited or modified by the superintendent or by the department. Said police officers shall be identified by an appropriate badge bearing the words "Central Wisconsin Colony—Security". The badge shall also bear a number and shall be conspicuously worn when enforcing these rules. Such police officers may warn motor vehicle operators regarding defective equipment and require the owners to have the defects repaired or proper equipment installed in order that the equipment will conform with the provisions of chapter 347, Wis. Stats.

(b) At the discretion of the superintendent, other personnel of the colony may be appointed to enforce these rules. Said officers shall carry an appropriate badge bearing the words "Central Wisconsin Colony—Security". The badge shall also bear a number and shall be conspicuously shown when enforcing these rules.

(3) MOTOR VEHICLE REGULATIONS. (a) 1. No person not holding a valid and current operator's license issued under chapter 343, Wis. Stats., shall operate any motor vehicle on any roadway, driveway, or parking lot of the colony unless exempt under the provisions of section 343.05 (2) Wis. Stats., from the requirement that he hold such a license in order to operate a motor vehicle on said grounds except on what clearly appears to be driveways, roadways, or parking lots.

2. No person shall operate any motor vehicle on any driveway, roadway, or parking lot of the colony unless the same has been properly registered as provided by chapter 341, Wis. Stats., unless exempt under an applicable provision of section 341.05, Wis. Stats., from the requirement that the vehicle be registered in order that it may be operated on the highways of the state.

(b) All provisions of chapter 346, Wis. Stats., entitled "Rules of the Road" which are applicable to highways as defined in section 340.01 (22), Wis. Stats., are hereby adopted for the regulation of traffic on the roadways and driveways under the control of the superintendent except as follows:

1. Provisions of chapter 346, Wis. Stats., which are in conflict with any specific provision of these regulations.

2. Penalty provisions of chapter 346, Wis. Stats.

3. Sections 346.61 through 346.74, Wis. Stats.

(4) PARKING. (a) Parking is prohibited at all times on the colony grounds, roadways, and driveways except that the superintendent of the colony is authorized to establish necessary parking areas on the properties under his jurisdiction, including areas having parking spaces reserved for specified persons and areas as appropriate and safe for parking for specific groups at specific times, providing such areas are properly posted.

(b) Parking in any reserved parking area is prohibited to persons other than those specifically assigned to such area by the superintendent; and motor vehicles so assigned to any of the reserved parking areas shall be identified by an appropriate parking permit affixed to the rear bumper of vehicle so designated by the superintendent.

(c) Parking is prohibited at times designated by the superintendent to facilitate snow removal. Alternate sides of the parking lots may upon notice be reserved to permit unimpeded movement of snow removal equipment.

(d) Parking is prohibited at all times in areas which must be kept clear for the passage of fire apparatus. Said areas shall be designated by the superintendent by standard signs reading "No Parking Between Signs".

(e) Parking is prohibited at all times in areas which must be kept clear for vehicles to load and unload. Such areas shall be designated by the superintendent by standard signs reading "No Parking Between Signs".

(f) Parking is further prohibited at all times as follows:

1. In a driveway or service road
2. In a firelane
3. Across a line marking the outside limits of a parking stall
4. Overtime in a zone having a maximum designated time limit for parking
5. In a stall already occupied in whole or in part by another motor vehicle
6. In any designated area posted as a "No Parking" zone
7. Within four feet of the outside limits of any loading or unloading dock or zone
8. Across any crosswalk
9. Within 10 feet in any direction of a fire hydrant

(g) Motor vehicles are prohibited from backing into the designated parking stalls.

(h) Motor vehicles parked in a restricted parking area without a permit, or motor vehicles parked in fire zone, loading zone or no parking zone, or in a parking area at times when parking therein is prohibited, and unlicensed or partially dismantled motor vehicles, or abandoned vehicles, may be towed off the premises and stored at the owner's expense.

(5) TRAFFIC REGULATION. (a) As a safety measure, the maximum speed on the driveways and roadways on the colony property shall be fifteen miles per hour and the superintendent will cause properly placed signs specifying this maximum speed.

(b) On the colony grounds, all vehicles shall come to a full and complete stop at the following intersections and places:

1. On Marvin Blvd. at Knutson Drive
2. On West Road at the Murphy Drive intersection
3. On Murphy Drive at the Green Ave. intersection

(c) The superintendent shall cause to be installed a standard "Stop" sign at the places specified in subsection (5) (b).

(d) All vehicles shall come to a full and complete stop on East Road at Murphy Drive when pedestrians are crossing East Road. This area will be marked by a standard sign reading "Stop For Pedestrians In Crosswalk".

(e) The vehicular traffic on the residences road is limited to that of a private road and the entrance at Murphy Drive will be marked by a standard sign reading "Private Road".

(f) All vehicles leaving the residences road will yield to traffic on Murphy Drive and a standard sign reading "Yield" shall be installed at this junction.

(g) All trucking on the colony roads and grounds is prohibited, except for the purpose of delivery to the colony or for construction projects. Trucks are prohibited from entering the colony at the Marvin Blvd. and Knutson Drive entrance except in emergency situations. The entrance to the colony at Marvin Blvd. shall display a standard sign reading "No Trucks Allowed".

(h) No operator of a motor vehicle may overtake and pass another moving motor vehicle upon the right.

(6) PEDESTRIAN CROSSING AT AN UNCONTROLLED INTERSECTION OR CROSSWALK. (a) At an intersection or crosswalk where traffic is controlled by neither traffic control signals nor a police officer, the operator of a vehicle shall yield the right of way to a pedestrian who is crossing the road within a marked or unmarked crosswalk.

(b) Whenever any vehicle is stopped at an intersection or crosswalk to permit a pedestrian to cross the roadway, the operator of any other vehicle approaching from the rear shall not overtake and pass such stopped vehicle.

(7) CONSERVATION OF INSTITUTION LANDS. (a) The dumping of any waste, trash, debris, or other rubbish on any colony property is prohibited, except only as may be specifically authorized by the superintendent.

(b) The removal of any shrubs, vegetation, wood, timber, rocks, stone, earth or other products from the colony property is prohibited except only as may be specifically authorized by the superintendent.

(c) The removal, destruction or molestation of any bird or animal within the boundaries of the colony property is prohibited, except as may be specifically authorized by the superintendent to protect colony property or in cases wherein this provision conflicts with any order of the Wisconsin conservation commission, when such commission is empowered to act; and in such cases of conflict said commission order shall govern.

(d) The presence of any dogs or cats is prohibited at all times, except those possessed by resident employees as approved by the superintendent.

(e) It shall be unlawful to break, tear up, mar, destroy, or deface any sign, notice, tree, vine shrub, flower or other vegetation, or dislocate any stones or disfigure natural conditions or destroy or damage in any other way, property, real or personal, within the boundaries of colony property.

(8) CONDUCT ON COLONY GROUNDS. (a) The lighting and use of fires on the colony grounds is prohibited except in such places as are set

aside for this purpose and appropriately designated by standard signs. It shall be unlawful to throw away any cigarettes, cigar, pipe ashes, or other burning material without first extinguishing them.

(b) All canvassing, peddling, or soliciting shall be prohibited on the grounds or in the buildings of the colony except that the business manager, with the consent of the superintendent may authorize subscriptions, memberships, and ticket sales solicitation by employee organizations and campaigns for charitable purposes at such times and in such manner as not to interfere with regular colony business and functions. Food or beverage concessions operated by private parties, employee groups and organizations are prohibited unless prior approval is granted in writing by the business manager.

(c) As an anti-littering measure, the distribution of handbills, pamphlets and other similar materials on the colony grounds or in the buildings is prohibited, except that employee organizations may be granted permission for such distribution by the superintendent provided that the organization agrees in writing to distribute no unlawful material.

(d) The erection, posting, or attaching of signs in or on any buildings or grounds of the colony is prohibited except on regular bulletin boards. The superintendent is authorized to allow exceptions for temporary periods as may be required by circumstances.

(e) Smoking is prohibited in all buildings housing patients or patient activities except for such areas as are designated for that purpose by the superintendent.

(f) Walking on the roofs of the colony buildings is prohibited at all times except for construction and repair purposes.

(g) The use of mobile public address systems for advertising or other purposes upon colony property is prohibited at all times. The use of outdoor stationary public address systems is prohibited at all times except that the superintendent is authorized to permit the use of such equipment for special events.

(h) Carrying or using firearms on colony property, except as required for police and military purposes, is prohibited unless otherwise authorized by the superintendent.

(i) Drunkenness or disorderly conduct of any kind is prohibited. The use or possession of intoxicating liquor or beer is prohibited in the colony and on colony property, except in the private living quarters of resident employees.

(9) **PICNICKING ON COLONY GROUNDS.** Picnicking is permitted on colony grounds only to patients and employees of the colony and their relatives and friends, and in such specific areas as are designated by the superintendent to be picnic grounds. The superintendent shall prescribe rules as to hours when picnics are permitted, the building and quenching of fires, the disposal of garbage and other refuse, and such other precautionary and safety measures as he deems necessary.

(10) **EXCESSIVE NOISE PROHIBITED.** No person on or in any colony property shall cause or make any loud, excessive or unusual noise in the operation or use of any radio, television, phonograph or other mechanical or electrical sound-making or reproducing device, instrument, machine or vehicle which loud, excessive or unusual noise shall disturb the comfort, quiet, or repose of patients or employees of the colony.

(11) **DUTIES OF COLONY POLICE OFFICERS AS TO DEVELOPMENT EVALUATION CENTER CLIENTS.** These rules apply to Development Evaluation Center clients except that clients found in violation of these rules shall be returned to the proper quarters in the colony and the disposition of the violation will be determined by the coordinator of the Development Evaluation Center and by the superintendent.

(12) **ADJACENT PUBLIC WAYS.** No provision of this rule applies to any highway as defined by section 340.01 (22) Wis. Stats., which traverses, skirts, or intersects any portion of the colony property.

(13) **SEVERABILITY.** The provisions of this rule are severable. If any provision of this rule is invalid, or if the application thereof to any person or circumstance is invalid, such invalidity shall not affect other provisions or applications which can be given effect without the invalid provision or application.

(14) **PENALTY.** The penalties for violating these rules and regulations shall be provided in section 946.73 Wis. Stats.

**History:** Cr. Register, May, 1964, No. 101, eff. 6-1-64.

**PW-MH 60.05 Traffic, parking, and conduct on northern Wisconsin colony and training school property.** (1) **DEFINITION.** Unless the context otherwise requires: (a) "Department" is the Wisconsin State Department of Public Welfare.

(b) "Colony" is the Northern Wisconsin Colony and Training School and leased lands located at Chippewa Falls.

(c) "Superintendent" is the superintendent of the Northern Wisconsin Colony and Training School or his designated representative, the director of management services.

(d) "Road" shall be interpreted to mean streets, avenues, driveways, courts, circles, drives, and lanes.

(e) "Resident" shall be any person admitted to the Northern Colony who has not received a permanent discharge.

(f) "Residential area" shall be interpreted to mean the private residences of administrative staff.

(g) "Outpatient" shall be interpreted to mean an individual referred to the colony for diagnostic evaluation and/or treatment.

(2) **POLICE OFFICERS.** (a) Such persons as shall be authorized by the superintendent as to the colony property shall be constituted colony police officers and shall have the power to enforce these rules and regulations, and for the purposes thereof shall police the properties under their respective jurisdiction. Such police officers shall have all the powers provided in section 46.05 (2), Wis. Stats., except where such powers are specifically limited or modified by the superintendent or by the department. Said police officers shall wear the prescribed uniform and shall be identified by an appropriate badge bearing the words "Police—Northern Colony" and an assigned number. The badge shall be conspicuously worn while on duty. Said police officers may warn motor vehicle operators regarding defective equipment and require the owners to have the defects repaired or proper equipment installed in order that the equipment will conform with the provisions of chapter 347, Wis. Stats.

(b) At the discretion of the superintendent, other personnel of the colony may be appointed to enforce these regulations. Said officers shall carry an appropriate badge bearing the words "Northern Col-

ony—Security” and an assigned number, and such badge shall be conspicuously shown when enforcing these regulations. Officers appointed under this section are not required to wear uniforms and shall be personnel performing their usual employment.

(3) MOTOR VEHICLE REGULATIONS. (a) 1. No person not holding a valid and current operator's license issued under chapter 343, Wis. Stats., shall operate any motor vehicle on any road or parking lot of the colony unless exempt under the provisions of section 343.05 (2), Wis. Stats., from the requirement that he hold such a license in order to operate a motor vehicle on the highways of this state, and no person shall operate a motor vehicle on said grounds except on what clearly appears to be a road or a parking lot.

2. Motor vehicles operated in the performance of maintenance duties are exempt from subsection (3) (a) (1).

3. No person shall operate any motor vehicle on any road or parking lot of the colony unless the same has been properly registered as provided by chapter 341, Wis. Stats., unless exempt under an applicable provision of section 341.05, Wis. Stats., from the requirement that the vehicle be registered in order that it may be operated on the highways of this state.

(b) All provisions of chapter 346, Wis. Stats., entitled “Rule of the Road” which are applicable to highways as defined in section 340.01 (22) Wis. Stats., are hereby adopted for the regulation of traffic on the roads under the control of the superintendent except as follows:

1. Provisions of chapter 346, Wis. Stats., which are in conflict with any specific provision of these regulations

2. Penalty provisions of chapter 346, Wis. Stats.

(4) PARKING. (a) Parking is prohibited at all times on the colony grounds and roads except that the superintendent of the colony is authorized to establish necessary parking areas on the properties under his jurisdiction, including areas having parking spaces reserved for specified personnel and areas which are appropriate and safe for parking for specific groups at specific times, providing such areas are properly posted; motor vehicles so assigned to any of the reserved parking areas may be identified by an appropriate parking permit affixed to the rear window of vehicle so designated by the superintendent.

(b) Parking in any reserved parking area is prohibited to persons other than those specifically assigned to such area by the superintendent.

(c) Parking is prohibited at times and places designated by the superintendent to facilitate snow removal. Alternate areas of the parking lots may upon notice, be reserved to permit unimpeded movement of snow removal equipment.

(d) Parking is prohibited at all times in areas which must be kept clear for the passage of fire apparatus. Said areas shall be designated by the superintendent by standard signs reading “No Parking Between Signs”.

(e) Parking is prohibited at all times in areas which must be kept clear for vehicles to load and unload. Such areas shall be designated by the superintendent by standard signs reading “Loading Zone, No Parking”.

(f) Parking is further prohibited at all times as follows:

1. In a driveway or service road other than a residential driveway.
2. Across a line marking the outside limits of a parking stall.
3. Overtime in a zone having a maximum designated time limit for parking.
4. In a stall already occupied in whole or in part by another vehicle.
5. In any designated area posted as a "No Parking" zone.
6. Within 4 feet of the outside limits of any loading or unloading dock or zone.
7. Across any crosswalk.

(g) Since the various parking lots on the colony grounds provide for forward-facing parking, the superintendent is authorized to prohibit the backing of motor vehicles into the designated parking stalls.

(h) Motor vehicles parked in a restricted parking area without a permit, or motor vehicles parked in a fire zone, loading zone or no parking zone, or in a parking area at times when parking therein is prohibited, and unlicensed or partially dismantled motor vehicles, or abandoned vehicles, may be towed off the premises and stored at the owner's expense.

(i) The superintendent is authorized to issue permits for parking on roads to personnel on specific assignments.

(5) TRAFFIC REGULATIONS. (a) As a safety measure the maximum speed on the roads on the colony property shall be 20 miles per hour except that the maximum speed shall be 15 miles per hour at crosswalks or intersections with sidewalks or any place where residents are on or near the road.

(b) On the colony grounds, all vehicles shall come to a full and complete stop at the following intersections and places:

1. Forest Avenue at Highway J (1)
2. Douglas Avenue at Forest Avenue (1)
3. Douglas Avenue at Fourth Street (1)
4. Fourth Street at Highway J (1)
5. Fourth Street at Douglas Avenue for incoming traffic proceeding west on Douglas Avenue only (1). Right turn no stop.
6. North First Street at Forest Avenue (1)
7. Third Street at Douglas Avenue (2)
8. Third Street at Forest Avenue (1)
9. Exits from parking lots: #1, (2); #2 (2); #3 (3); #4 (1); #10 (2) and #11 (2)
10. Second Street at Highway J (1)
11. North First Street at Douglas Avenue (1)

(c) On the colony grounds all vehicles shall yield the right of way at the following intersections and places:

1. Eau Claire Avenue at Third Street (2)
2. Eau Claire Avenue at Fourth Street (1)
3. Columbia Avenue at South First Street, westbound only (1)
4. Barron Avenue at South First Street, westbound only (1)
5. Forest Circle at Forest Avenue (1)
6. Forest Avenue at Fourth Street (1)
7. Fourth Street Service Drives (3)

(d) The superintendent shall cause to be installed standard "Stop" and "Yield" signs at the places specified in subsections 5 (b) and (c).

(e) The superintendent is authorized to establish one-way traffic where conditions warrant.

(f) All trucking on the colony roads and grounds is prohibited, except for the purpose of delivery to or pickup from the colony or for construction projects.

(6) CONSERVATION OF INSTITUTION LANDS. (a) The dumping of any waste, trash, debris, or other rubbish on any colony property is prohibited, except only as may be specifically authorized by the superintendent.

(b) The removal of any shrubs, vegetation, wood, timber, rocks, stone, earth, or other products or material from the colony property is prohibited except only as may be specifically authorized by the superintendent.

(c) The removal, destruction, or molestation of any bird or animal within the boundaries of the colony property is prohibited, except as may be specifically authorized by the superintendent to protect colony property or in cases wherein this provision conflicts with any order of the Wisconsin conservation commission, when such commission is empowered to act; and in such cases of conflict said commission order shall govern.

(d) The presence of any dogs or cats is prohibited at all times, except those possessed by resident employees as approved by the superintendent.

(e) It shall be unlawful to break, tear up, mar, destroy, or deface any sign, notice, tree, vine, shrub, flower or other vegetation, or dislocate any stones or disfigure natural conditions or destroy or damage in any way other property, real or personal, within the boundaries of colony property.

(7) CONDUCT ON COLONY GROUNDS. (a) The lighting and use of fires on the colony grounds is prohibited except in such places as are set aside for this purpose. It shall be unlawful to throw away any cigarettes, cigars, pipe ashes, or other burning material without first extinguishing them.

(b) All canvassing, peddling, or soliciting shall be prohibited on the grounds or in the buildings of the colony except that the superintendent may authorize subscriptions, membership, and ticket sales solicitation by employee organizations and campaigns for charitable purposes at such times and in such manner as not to interfere with regular colony business and functions. Food or beverage concessions operated by private parties, employees' groups and organizations are prohibited unless prior approval is granted in writing by the business manager.

(c) As an anti-littering measure, the distribution of handbills, pamphlets, and other similar materials on the colony grounds or in the buildings is prohibited, except that employee organizations may be granted permission for such distribution by the superintendent provided that the organization agrees in writing to distribute no unlawful material.

(d) The erection, posting, or attaching of signs in or on any buildings or grounds of the colony is prohibited except on regular bulle-

tin boards. The superintendent is authorized to allow exceptions for temporary periods as may be required by circumstances.

(e) Smoking is prohibited in all buildings housing residents or resident activities except for such areas as are designated for that purpose by the superintendent.

(f) Walking on the roofs of the colony buildings is prohibited at all times except for construction and repair purposes.

(g) The use of mobile public address systems for advertising or other purposes upon colony property is prohibited at all times. The use of outdoor stationary public address systems is prohibited at all times except that the superintendent is authorized to permit the use of such equipment for special events.

(h) Carrying or using firearms on colony property, except as required for police and military purposes, is prohibited unless otherwise authorized by the superintendent.

(i) Drunkenness or disorderly conduct of any kind is prohibited. The use or possession of intoxicating liquor or beer is prohibited in the colony and on colony property, except in the private living quarters of employees.

(j) No person on or in any colony property shall cause or make any loud, excessive or unusual noise in the operation or use of any radio, television, phonograph, or other mechanical or electrical sound-making or reproducing device, instrument, machine, or vehicle which loud, excessive or unusual noise shall disturb the comfort, quiet, or repose of residents or employees residing on the colony grounds.

(8) **PICNICKING ON COLONY GROUNDS.** Picnicking is permitted on colony grounds only to residents and employees of the colony and their relatives and friends, and in such specific areas as are designated by the superintendent to be picnic grounds. The superintendent shall prescribe rules as to hours when picnics are permitted, the building and quenching of fires, the disposal of garbage and other refuse, and such other precautionary and safety measures as he deems necessary.

(9) **DUTIES OF COLONY POLICE OFFICERS AS TO OUTPATIENT CLIENTS.** Police officers of the colony have the same authority to arrest a client on the colony grounds for a law violation as they have to arrest any other person for a law violation on such grounds, but if the violator is a client, the police officer shall return the client to the proper quarters in the colony.

(10) **ADJACENT PUBLIC WAYS.** No provision of this rule applies to any highway as defined by section 340.01 (22), Wis. Stats., which traverses, skirts, or intersects any portion of the colony property.

(11) **SEVERABILITY.** The provisions of this rule are severable. If any provision of this rule is invalid, or if the application thereof to any person or circumstance is invalid, such invalidity shall not affect other provisions or applications which can be given effect without the invalid provision or application.

(12) **PENALTY.** The penalties for violating these rules and regulations shall be provided in section 946.73, Wis. Stats.

**History:** Cr. Register, May, 1964, No. 101, eff. 6-1-64.

**PW-MH 60.10 Minimum standards for community mental health clinics qualifying for state aid. (1) PROGRAM CONTENT.** A community

mental health clinic is a medical facility established to help prevent mental and emotional illness in the community and to diagnose and treat the mental and emotional illnesses of children and adults. In order to qualify for continuing state aid, each clinic must develop its range of services to cover the functions specified in section 51.36 (4), Wis. Stats.

(2) **TIME COVERAGE.** The clinic shall be open for service not less than 35 hours per week.

(3) **STAFF.** (a) In order to perform the services required, the clinical staff team must include a psychiatrist, clinical psychologist, and psychiatric social worker, together with secretarial assistance.

(b) During the clinic's initial 4 years after approval, the following minimum standards of staff coverage will apply:

1. Full-time receptionist or secretary.
2. Full-time psychiatric social worker.
3. Half-time clinical psychologist.
4. Psychiatrist, equivalent of one full day per week.

(c) For continuing approval after 4 years, the following standards of staff coverage will apply:

1. Full-time receptionist or secretary.
2. Full-time psychiatric social worker.
3. Full-time clinical psychologist.
4. Not less than half-time psychiatrist.

(d) The foregoing standards may, in certain situations, be satisfied by combinations of persons for each listed position.

(e) After final approval, a clinic shall report to the state department of public welfare whenever its staff coverage falls below applicable minimum standards. Six months from the time of such report, there shall be a review of the clinic's efforts to fill necessary vacancies, and if at the end of one year such standards are not met, the clinic will no longer be eligible for state aid, except that the director of the state department of public welfare may in his discretion approve continuing eligibility on a temporary or emergency basis.

(4) **PROFESSIONAL QUALIFICATIONS.** (a) Minimum professional standards are herein prescribed for the positions listed, and state aid will not be available for professional personnel who do not meet the qualifications. The positions of staff psychiatrist and staff psychiatric social worker may be filled only in those situations where professional supervision in the respective disciplines is assured by the clinic staff.

1. *Psychiatrist, director*

a. A physician licensed to practice medicine and surgery in Wisconsin.

b. His credentials shall meet the formal requirements for eligibility for examination as a specialist in psychiatry as established by the American Board of Psychiatry and Neurology.

c. He shall have had at least 6 months of supervised work in a child psychiatry training program or equivalent experience in a child guidance program.

2. *Psychiatrist, staff*

a. A physician licensed to practice medicine and surgery in Wisconsin.

b. His credentials shall include completion of the formal training requirements as established by the American Board of Psychiatry and Neurology.

3. *Psychologist, supervisory (chief)*

a. A doctoral degree in psychology from an accredited college or university, with specialization in clinical psychology.

b. One year of post-doctoral experience in a setting providing services to children which utilizes a team approach of psychiatry, psychiatric social work and clinical psychology.

4. *Psychologist, staff*

a. A master's degree in psychology from an accredited college or university, with specialization in clinical psychology.

b. Two years of supervised experience in a setting providing a team approach of psychiatry, psychiatric social work and clinical psychology, preferably one year of which shall be in work with children.

5. *Psychiatric social worker, chief*

a. A master's degree from an accredited school of social work.

b. At least 2 years of supervised experience in a psychiatric setting following the master's training and an additional year of supervisory, consultative or administrative experience in social work.

6. *Psychiatric social worker, staff*

a. A master's degree from an accredited school of social work.

(b) For clinic personnel employed by clinics operating on August 23, 1959, the state department of public welfare shall, at the time of the original application for state aid, give consideration to the substitution of training and experience of personnel who do not meet the minimum as stated in 4 (a).

(c) When a clinic is uncertain about the eligibility for reimbursement of a prospective employe, the department of public welfare is responsible for evaluating the qualifications of the applicant and for determining whether or not they meet the intent of the standards.

(5) **PHYSICAL FACILITIES.** The board of directors and the director of the clinic shall be responsible for planning on a continuing basis for physical facilities which provide an adequate setting for professional work in carrying out the clinical program.

*Recommended:*

The clinic should have adequate space, light, ventilation, heat, plumbing and furnishings.

(a) The clinic should be located geographically where no undue hardship will be experienced in reaching it; i.e., it should be convenient to both public and private transportation; it should be situated within a setting which will not preclude its use by local residents, including accessibility to schools and other related community agencies.

(b) The clinic should have a waiting room.

(c) The secretary and/or receptionist should have space which is in or adjacent to the waiting room. There should be space for clinic records kept in locked files with appropriate safeguards for maintaining confidentiality.

(d) Professional staff. Each staff person should have an office which provides the patient with privacy to the degree that the patient

should not be seen or heard by other staff or patients during an interview. The furnishings of each office should be appropriate to its functions.

(e) **Play therapy room.** A separate play therapy room may be desirable dependent upon the number of professional persons engaged in this activity. It will also depend upon the size of the professional offices and the needs of the professional personnel.

Minimum play therapy room furnishings:

1. Storage space for play equipment.
2. Work-play space either in the form of a table and/or on top of storage cabinets.
3. Running water and sink with drain available.
4. Selected play equipment.

(f) **Conference room.** A separate conference room should be provided for staff and board meetings and for various teaching and consultative functions.

(6) **CLINIC RECORDS.** A case record shall be maintained on each patient accepted for evaluation or treatment. The clinic staff, with approval of the board of directors, shall determine the type and method of maintaining such case records consistent with the needs of the clinic and professional standards.

(7) **STATISTICAL REPORTS.** In addition to such special reports as the state department of public welfare may require, or the clinics may wish to submit, the following report shall be filed with the department: Annual report of clinic activity to clinic board and the community in accordance with section 51.36 (7) (d), Wis. Stats. 1959.

(8) **PERSONNEL.** Specific personnel practices and policies shall be determined by the clinic board in consultation with the director of the clinic and shall include such items as employment procedures, work hours, vacation, sick leave, insurance, termination and retirement. These shall be in written form and be made known to those responsible for the clinic program.

*Recommended:*

The details of personnel practices and policies should be consistent with those of the community in which the clinic is located. In situations where policies are not established, the clinic may adopt or adapt standards set forth under state civil service.

**History:** Cr. Register, September, 1960, No. 57, eff. 10-1-60.