



DEPARTMENT OF HEALTH AND HUMAN SERVICES  
Licensure and Regulatory Services  
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**ANNUAL PROGRAM STATEMENT REQUIREMENTS FOR NEW HOMES**

Montgomery County Code, Chapter 23A-9(d) requires a **Program Statement** for new group homes and must describe the following items below. Please check each box and **return each attachment with your application.**

- program purpose, goals and objectives;
- means to accomplish the goals and objectives;
- needs and capabilities of the population to be served;
- proposed budget, resources, and procedures to meet those needs;
- 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; and
- emergency preparedness

Signature: \_\_\_\_\_

Date: \_\_\_\_\_