



STATE OF WASHINGTON
DEPARTMENT OF EARLY LEARNING

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February 4, 2008

TO: DEL Licensing Staff

FROM: Jone Bosworth, JD
Director

SUBJECT: DESIGNATION OF AUTHORITY FOR SUMMARY SUSPENSION
APPROVALS TO SERVICE AREA MANAGERS (*SEE POLICY 10.2.2
SUMMARY SUSPENSION AND ITS COMPANION SUMMARY
SUSPENSION PROCEDURE*)

In accordance with the Department of Early Learning (DEL) Policy 10.2.2 Summary Suspension, "The Director or her/his designee(s) shall review and approve, deny, or request further documentation regarding the agency's recommendation to summarily suspend a child care facility's license."

In addition, in the companion 10.2.2 Summary Suspension Procedure, under the Approval section (9.), "Permission to proceed with a summary suspension will be granted by the agency Director, or designee."

This memorandum is to distinctly designate authority for summary suspension approvals by the Director to the Service Area Managers. In each instance where the Director's designee is referred to in Policy 10.2.2 Summary Suspension and its companion procedure, the Service Area Manager has been given the appropriate authority to carry out this action.

Should you have any questions about the content of this memorandum, please direct them to DEL Quality Division Licensing Program Administrator, Lisa.LaRue@del.wa.gov.

Thank you for your immediate attention and adherence to this memorandum.

cc: Amie Lapp Payne
Service Area Managers
Lisa LaRue

