



M. Jodi Rell  
Governor

State of Connecticut  
Department of Developmental Services

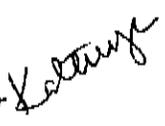
**DDS**

Peter H. O'Meara  
Commissioner

Kathryn du Pree  
Deputy Commissioner

*Memorandum*

**TO:** *DDS Executive Management Team  
Group Leaders  
Assistant Regional Directors*

**FROM:** *Kathryn du Pree, Deputy Commissioner* 

**DATE:** *June 10, 2009*

**SUBJECT:** **Revised DDS Policy and Procedure: *Water Safety***

Attached are minor technical revisions to the DDS policy and procedure

**I.E.PO 001 Minimum Standards for Water Safety**

**I.E.PR 001 Water Safety**

issued on June 10, 2009, and effective June 15, 2009. Also attached is a Water Safety Fact Sheet which may be used as a reference.

Please place the revised policy and procedure in your DDS Manual, Part 1 Service Delivery, Section E. Health and Safety. The procedure should be reviewed by Managers, Residential and Day Staff, IFS Resource Team Members, Case Managers, and Case Management Supervisors.

Highlights of the revisions to the policy and procedure include:

- *Staff to individual* ratios have been clarified throughout the policy and procedure.
- The language in the procedure that describes "Code 5" within the Aquatic Activity Screening Codes, section E.2.c., has also been revised.
- The DDS Water Safety Plan has been revised to include the required *staff to individual* ratio.

If you have any questions regarding the Water Safety Policy, please contact the DDS Aquatic Director in your region:

North Region: Elisa Marcoux at 860-331-2039 or [elisa.marcoux@ct.gov](mailto:elisa.marcoux@ct.gov)

South Region: Vicki Severin at 860-443-7818 or [victoria.severin@ct.gov](mailto:victoria.severin@ct.gov)

West Region: Linda Aquavia at 860-496-3013 or [linda.aquavia@ct.gov](mailto:linda.aquavia@ct.gov)

STS: Karen Kalenauskas at 203-586-2977 or [karen.kalenauskas@ct.gov](mailto:karen.kalenauskas@ct.gov)

**Attachments:**

Water Safety Policy I.E.PO.001

Water Safety Procedure: I.PR.E.001

Water Safety Plan

Water Safety Fact Sheet

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