**Section 5155.200 Procedure**

a) Rules may be proposed by the Advisory Board for Specialized Care for Children (Advisory Board) or the Director of the Division of Specialized Care for Children. However, rules shall be issued only by the Board of Trustees of the University of Illinois.

b) Any interested person may petition the Director of DSCC to make, amend or repeal a rule. The Director shall decide whether or not to recommend further action. A denial of a petition shall be made by the Director in writing and shall state the reasons for the denial.

1) The petition shall be addressed to:

Director

Division of Specialized Care for Children

P.O. Box 19481

Springfield, Illinois 62794-9481

2) The petition shall contain a clear statement of reasons for the proposed rule, amendment or repeal and the exact language of the new rule or amendment.

c) All rules promulgated by DSCC shall be in accordance with the procedures for issuing proposed rules and for their ultimate adoption in accordance with The Illinois Administrative Procedure Act [5 ILCS 100/1-1 et seq.].

d) Rules adopted by DSCC shall be available for public inspection during normal working hours at 2815 West Washington, Suite 300, Springfield, Illinois 62794-9481.

(Source: Amended at 20 Ill. Reg. 3918, effective February 14, 1996)