**Section 390.660 General Policies**

a) Financial Policies

1) The facility shall have policies and procedures, established in writing, that protect the financial interests of residents and, when large sums of money accrue to a resident, provide for counseling the resident or his correspondent concerning its use, and for appropriate protection of such money. These policies and procedures shall permit normalized and normalizing possession and use of money by residents for work payment and property administration as, for example, in performing cash and check transactions, and in buying clothes and other items.

2) The administrator, or the administrator's designee, shall not pay a resident's bills or make purchases for the resident unless requested in writing to do so by the resident, the resident's correspondent or by the private or public agency financially responsible for the resident's care. (See also Section 390.1640(c))

b) The facility shall allow daily visiting between 10 A.M. and 8 P.M.

c) Residents over the age of six years occupying any bedroom shall be of the same sex unless otherwise individually approved by the interdisciplinary team.

d) There shall be no resident traffic through a resident's room by residents to reach any other area of the building.

e) The facility shall provide for the registration and disposition of complaints without threat of discharge or other reprisal against any employee or resident.

(Source: Amended at 13 Ill. Reg. 6301, effective April 17, 1989)