

**SURVEY'S**

**BONUS TIP  
OF THE MONTH**

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**Providing Rules to Your Team**

**If a certain member of your team is responsible for ensuring one or more of the facility's systems meets the applicable rules, please make sure you provide them with the rules.**

# What Survey Sees:

- The Maintenance Director is responsible for conducting and documenting fire drills – but hasn't seen the rule.
- The Human Resources Manager or an office support person is responsible for staff training – but hasn't seen the rules.
- The Activities Director in an MCC is responsible for developing individualized activity plans – but hasn't seen the rule.

**This is a simple fix.**