

**Cottonwood, Inc.
Policies and Procedures**

SECTION: Personnel

SUBJECT: Qualification for Employment

EFFECTIVE DATE: January 1984

POLICY NO: 03-003

PAGE(S): 1 of 1

**Licensing Regulation
Reference 30-63-26**

Policy:

The qualifications of all staff members and providers of contractual or consultant services shall meet the standards of qualification established by the respective professional group or organization, by applicable legal requirements, and by such additional evidence of competence as may be required by the administration. When one person functions in more than one position, he/she shall meet the requirements of each position. Preference will be given to applicants who, possess a positive attitude, have the ability to work closely with others, demonstrate kindness through actions, and show enthusiasm about supporting adults with developmental disabilities.

Procedures:

Cottonwood, Inc. will comply with Kansas licensing standards, or other pertinent regulatory standards, in determining qualifications for all positions.