

Division:
Office:
Reviewer:
Date:

The following is a detailed summary of Chapter/WAC

Estimated Start Date:
Start Date:
Estimated Completion Date:
Completion Date:

Future Review Date:
Next Steps:

Current Status of Review:

Not Started	Due Today	Completed	Overdue
In Progress	On Hold	Cancelled	

1. Need – is there a need for this rule? Yes/No

- Is the rule necessary to comply with authorizing statute?
- Is the rule necessary to receive federal funding?
- What problem/condition is the rule intended to address? Explain:

2. Reasonable and Clear – is this rule clear, concise and reasonable? Yes/No

- Is the rule written and organized in a clear and concise manner and is easily understood?
- Does the rule establish different requirements for different licensees or stakeholders? For example, does it establish different requirements for the private and public sector or large and small businesses? If so, is this reasonable? Explain:

3. Authority and Intent – Does the rule have statutory authority or meet the legislative intent? Yes/No

- Is the statutory authority clear?
- Is the rule consistent with the legislative intent?

4. Stakeholder Coordination – How was the review coordinated? Internal/External/Both

- Was the review done:
 - Internally by DOH staff only?
 - With external stakeholders?
 - By DOH staff and external stakeholders?
- Document how the review was done and what tools or methods were used. For example, survey, meetings with stakeholders, LEAN, etc?

5. Streamlining Identified – Can this rule be streamlined? Or are there other streamlining opportunities available? Yes/No

- Are there opportunities to eliminate a rule or a portion of a rule based on:
 - Outdated information or processes?
 - Sunset of statutory language?
 - Conflicting or unnecessary information?
 - Redundancy with other state or federal regulations?
 - Legislative changes that have occurred since the rule was created?
 - The objective can be achieved without it?
- Can the rule be revised to make it easier to understand or reduce ambiguity?
- Are there other opportunities to streamline efforts? For example, update information on the web, eliminate internal review processes, etc.

6. Reporting Requirements – Yes/No

- Does the rule require individuals or entities to report information to the department?
- Have the reporting requirements been streamlined?

7. Achieved Intended Results – Yes/No

- Does the rule achieve the results originally intended?

8. Staff Conclusions – Repeal/Retain without changes/Amend

- Does the rule need to be repealed?
- Can the rule be retained without changes?
- Does the rule need to be amended?

Explain conclusion: