**Section 119.320 Cessation of operations**

a) When a provider decides to terminate operation of a program, it shall notify the following of its decision at least 60 days in advance of termination:

1) The Department;

2) Individuals who must be transferred or discharged;

3) The individual's guardian and members of the individual's family, when applicable;

4) Contractual staff; and

5) Subcontractors working with affected individuals.

b) The notice shall state the proposed date and reason for the program's termination.

c) The provider shall advise individuals on available alternatives and shall assist them in securing alternative services. If the provider is unable to find an alternative, the Department shall assure placement for those individuals funded by the Department. For residents of licensed long-term care facilities, the facility shall assure placement.

d) After termination of a program, funding shall be continued in the individual's new alternative by the State agency funding the individual in the terminating program.