RULES

OF

TENNESSEE DEPARTMENT OF HEALTH DIVISION OF FOOD AND GENERAL SANITATION

CHAPTER 1200-23-2 BED AND BREAKFAST ESTABLISHMENTS

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1200-23-2-.01 DEFINITIONS.

- (1) GENERAL As used in these rules, unless the context requires otherwise;
 - (a) Approved means being accepted by the Commissioner.
 - (b) Bed and Breakfast Establishment means a private home, inn, or other unique residential facility offering bed and breakfast accommodations and only one daily meal and having four (4) but not more than twelve (12) guest rooms furnished for pay, with guest staying not more than fourteen (14) days, and where the innkeeper resides on the premises or property or immediately adjacent to it. Guest rooms shall be established and maintained distinct and separate from the innkeeper's quarters.
 - (c) Commissioner means the Commissioner of the Department of Health, his duly appointed representative, and in the event of his absence or vacancy in the office of commissioner, the deputy commissioner.
 - (d) Contractor means person that enters into an agreement with another person to perform specific duties and acts as a representative of the permittee or permit applicant.
 - (e) Cross-Connection means ". . . any physical arrangement whereby a public water supply is connected, directly or indirectly, with any other water supply system, sewer, drain, conduit, pool, storage reservoir, plumbing fixture, or other waste or liquid of unknown or unsafe quality which may be capable of imparting contamination to the public water supply as result of backflow. Bypass arrangements, jumper connections, removable sections, swivel or changeover devices through which, or because of which, backflow could occur are considered to be crossconnections."
 - (f) Employee means the permit holder, individuals having supervisory or management duties or any other individual working in a Bed and Breakfast establishment.
 - (g) Equipment means stoves, ovens, ranges, hoods, slicers, mixers, meatblocks, tables, counters, refrigerators, sinks, dishwashing machines, steam tables, and similar items other than utensils, used in the operation of a food service establishment.
 - (h) Food means any raw, cooked, or processed edible substance, ice, beverage or ingredient used or intended for use or for sale in whole or in part for human consumption.
 - (i) Food Contact Surface means those surfaces of equipment and utensils with which food normally comes in contact, and those surfaces from which food may drain, drip, or splash back onto surfaces normally in contact with food.

- (j) Furnished for Pay to Transients or Travelers means offering sleeping accommodations by the day and/or night.
- (k) Hermetically sealed container means a container designed and intended to be secure against the entry of microorganisms and to maintain the commercial sterility of its content after processing.
- (1) Ice Machine means a self-serve machine in which ice is manufactured and ice is removed by the guests through use of an automatic dispensing device, such as a push lever or key.
- (m) Kitchenware means all multi-use utensils other than tableware.
- (n) Law means any provision of the State of Tennessee statutes and rules.
- (o) Linens means all sheets, pillowcases, towels, washcloths, and other reusable cloth items which come in personal contact with occupant.
- (p) Owner/Operator means the applicant, permittee, or other persons to be in charge of facilities.
- (q) Permit means a written license to operate a Bed and Breakfast establishment, issued by the Department, and shall be posted, along with the most current inspection sheet, in a conspicuous place.
- (r) Person means any individual, partnership, firm, corporation, agency, municipality, or state or political subdivisions.
- (s) Person In Charge means the individual present in a Bed and Breakfast establishment who is the apparent supervisor at the time of inspection, or if no individual is the apparent supervisor, then any employee present.
- (t) Potable Water means water that is safe for drinking.
- (u) Potentially Hazardous Food means any food that consists in whole or in part of milk or milk products, eggs, meat, poultry, fish, shellfish, edible crustacea, or other ingredients, including synthetic ingredients, in a form capable of supporting rapid and progressive growth of infectious or toxigenic microorganisms. The term does not include clean, whole, uncracked, odor-free shell eggs or foods which have a pH level of 4.6 or below or a water activity (aw) value of 0.85 or less.
- (v) Reconstituted means dehydrated food products recombined with water or other liquids.
- (w) Regulatory Authority means the State and/or local enforcement authority or authorities having jurisdiction over the Bed and Breakfast establishment.
- (x) Safe Materials means articles manufactured from or composed of materials that may not reasonably be expected to result, directly or indirectly, in their becoming a component or otherwise affecting the characteristics of any food. If materials used are food additives or color additives as defined in section 201(s) or (t) of the Federal Food, Drug, and Cosmetic Act of 1938 they are "safe" only if they are used in conformity with regulations established pursuant to section 409 or section 706 of the Act. Other materials are "safe" only if, as used, they are not food additives or color additives as defined in section 201(s) or (t) of the Federal Food, Drug, and Cosmetic Act and are used in conformity with all applicable regulations of the Food and Drug Administration.

- (y) Sanitation means effective bactericidal treatment by a process that provides enough accumulative heat or concentration of chemicals for enough time to reduce the bacterial count, including pathogens, to a safe level on utensils and equipment.
- (z) Sealed means free of cracks or other openings that permit the entry or passage of moisture.
- (aa) Sewage means human excreta, all water carried waste, and household wastes from residences, buildings, or commercial and industrial establishments.
- (bb) Shall denotes a mandatory requirement.
- (cc) Single Service Articles means cups, containers, lids, closures, plates, knives, forks, spoons, stirrers, paddles, straws, napkins, wrapping materials, toothpicks and similar articles intended for one-time, one-person use and then discarded.
- (dd) Solid Waste means refuse, garbage, trash, rubbish, and any other item or items which could cause an unsanitary condition or undesirable health and safety conditions.
- (ee) Tableware means multi-use eating and drinking utensils.
- (ff) Utensils means any implement used in the storage, preparation, transportation, or service of food

Authority: T.C.A. §§68-14-503 and 4-5-202. **Administrative History:** Original rule filed July 3, 1991; effective August 17, 1991.

1200-23-2-.02 BED AND BREAKFAST ESTABLISHMENTS.

(1) SANITARY FACILITIES AND CONTROLS

- (a) Water Supply
 - Enough potable water from an approved source for the needs of the Bed and Breakfast establishment shall be provided. When a private water supply is used, it shall be under pressure and constructed, maintained and operated in accordance with regulations under the Non-Community Water System Regulations, Division of Water Supply, Department of Environment and Conservation.
 - 2. (i) Cold running water under pressure shall be provided to all equipment that uses water. Hot and cold running water under pressure shall be provided to all lavatories, bathing facilities, laundry facilities, and all water-using equipment where eating and drinking utensils are washed.
 - (ii) Within the food service operation, each lavatory shall be provided with hot and cold water tempered by means of a mixing valve or combination faucet. Any self-closing, slow-closing, or metering faucet used shall be designed to provide a flow of water for at least fifteen (15) seconds without the need to reactivate the faucet. Steam-mixing valves are prohibited.
 - 3. Ice used for any purpose shall be made from water which comes from an approved source and shall be used only if it has been manufactured and handled in a sanitary manner.
- (b) Self-service Ice Machines

- 1. Self-service ice provided for the Bed and Breakfast establishment guest shall be dispensed through use of sanitary ice machines or shall be prepackaged for individual Bed and Breakfast establishment guests from an approved source in all Bed and Breakfast establishments constructed after January 1, 1991, provided, however, that ice machines located in individual rooms shall not be prohibited. Self-service ice storage bins presently being used may be continued in use indefinitely, provided that the machines are maintained in good repair and capable of being properly cleaned. On or after January 1, 1991, when self-service ice storage bins are replaced, or additional ice machines are added, a sanitary ice-dispensing machine shall be installed.
- 2. Ice machines shall be easily cleanable, kept clean, and free of contaminants and rust.
- 3. Ice storage containers and scoops shall be smooth, constructed of impervious material designed to facilitate cleaning, and shall be stored, handled and used in a sanitary manner.
- 4. Tableware and Kitchenware such as multi-use ice buckets and glassware placed in individual guest rooms shall be washed, rinsed and sanitized each day.
- 5. In lieu of wash, rinsing and sanitizing ice buckets and glassware, single service utensils may be used. Ice buckets with plastic liners need only to be washed and rinsed.

(c) Plumbing

- 1. General. Plumbing shall be sized, installed and maintained according to law. There shall be no cross-connections between any safe water supply and any unsafe or questionable water supply, or any source of pollution through which the safe water supply might become contaminated.
- Non-potable System. A non-potable water system is permitted only for purposes such as air-conditioning and fire protection and only if the system is installed according to law and the non-potable water does not contact, directly or indirectly the potable water system or equipment or utensils that come in contact with food or drink. The piping of any non-potable water system shall be durably identified so that it is readily distinguishable from piping that carries potable water.
- 3. Backflow. The potable water system shall be installed to preclude the possibility of backflow. Devices to protect against backflow and backsiphonage shall be installed at all fixtures and equipment where an air gap at least twice the diameter of the water inlet is not provided between the water outlet from the fixture and the fixtures flood-level rim and wherever else backflow or backsiphonage may occur. A hose shall not be attached to a faucet unless a backflow prevention device is installed.

(d) Sewage

All sewage, including liquid waste, shall be disposed of by a public sewerage system or by a sewage disposal system constructed and operated according to law.

(e) Insect and Rodent Control

1. General. Effective measures intended to control the presence of rodents, flies, roaches, and other insects on the premises shall be utilized. The premises shall be kept in such condition as to prevent the harborage or feeding of insects, rodents or other vermin.

Openings. Openings to the outside shall be effectively protected against the entrance of rodents and shall be protected against entrance of insects by tight-fitting doors and windows. Screen or storm doors shall be self-closing, and screens for windows, doors, skylights, transoms, and other openings to the outside shall be tight fitting and free of breaks. Screening materials shall not be less than sixteen mesh to the inch.

In absence of storm or screen doors, any door leading from the kitchen area or food store room to the outside shall be self-closing.

In kitchens that cannot be closed off from the remaining facility, all exit doors leading to the outside must be self-closing and all open windows shall be screened.

(f) Garbage and Refuse

- All containers used in guest rooms, lobbies and hallways for storage of garbage and refuse shall be constructed of durable metal or other approved types of materials, which do not leak, do not absorb liquids, shall not support combustion or melt under intense heat. Such containers shall be thoroughly cleaned on the inside and outside each time they are emptied unless liners are used.
- 2. All outside refuse or garbage storage containers shall be constructed of durable metal or other approved types of materials, which do not leak and do not absorb liquids, and shall be provided with tight-fitting lids or covers and shall, unless kept in a special vermin-proof room or enclosure, be kept covered when stored. Each container shall be cleaned at such frequency as to prevent a nuisance or odor. Liquid waste resulting from the cleaning of containers shall be disposed of in an approved manner.
- 3. The rooms, enclosures, areas and containers shall be adequate for storage of all refuse or garbage accumulating on the premises in accordance with these rules. Adequate cleaning facilities shall be provided and each storage room, enclosure or container shall be thoroughly cleaned after the emptying or removal of refuse or garbage Areas surrounding these rooms, enclosures and containers shall be kept clean and orderly.
- 4. All garbage and refuse shall, prior to disposal, be kept in durable, rust-resistant, non-absorbent, watertight, rodent-proof standard garbage containers which shall be kept covered when filled or stored or not in continuous use. All solid waste shall be disposed of with sufficient frequency and in such a manner as to prevent insect breeding and public health nuisances.
- 5. All outside premises shall be maintained free of litter and unnecessary articles.

(g) Poisonous or Toxic Materials

- General. Only such poisonous and toxic materials as are required to maintain sanitary
 conditions and for sanitization purposes may be used or stored in Bed and Breakfast
 establishments. Such materials shall be properly stored and identified and shall be used
 only in such manner and under such conditions as shall not constitute a hazard to
 employees or guests.
- 2. Containers of poisonous or toxic materials including insecticides and rodenticides, shall be prominently and distinctly labeled for easy identification of contents.
- Poisonous or toxic materials shall be stored in cabinets or shelves that are used for no other purpose and in a place other than an area where linens or other articles which come in personal contact with guests are stored. Bactericides and cleaning compounds shall

not be stored in the same cabinet or shelf or area of a room as are insecticides, rodenticides, or other poisonous or toxic materials.

4. Bactericides, cleaning compounds or other compounds shall not be used in a way that leaves a toxic residue, nor in a way that constitutes a hazard to employees or guests. Poisonous or toxic materials or cleaning compounds shall be used only in full compliance with their labeling.

(h) Personnel

- 1. Employee health. No person while affected with any disease in a communicable form, or while a carrier of such disease, or while afflicted with boils, infected wounds, or sores shall work in any area of a Bed and Breakfast establishment in any capacity in which there is a likelihood of such a person contaminating bedding and other surfaces with pathogenic organisms, or transmitting disease to other individuals, and no person known or suspected of being affected with any such disease or condition shall be employed in such an area or capacity. When there is reason to suspect that any employee has contracted any disease in communicable form or has become a carrier of such a disease, the employee shall be (i) removed from the Bed and Breakfast establishment; or (ii) his service be restricted to some area of the establishment where there would be no danger of transmitting disease.
- 2. Personal cleanliness. Employees, other than clerical employees, shall thoroughly wash their hands and the exposed portions of their arms with soap and warm water before starting work, during work as often as necessary to keep them clean and after smoking, eating/drinking or using the toilet. Employees shall keep their fingernails clean. Employees shall maintain a high degree of personal cleanliness, and conform to other good hygienic practices.

(i) Fire Safety

- 1. General. Fire and electrical hazards are prohibited.
- 2. Alarm systems. Battery operated or directly wired smoke detectors shall be installed in each sleeping room and on each guest floor of all Bed and Breakfast establishments. All smoke detectors shall be approved and maintained according to law.
- 3. Evacuation plan and fire prevention equipment notices.
 - (i) All Bed and Breakfast establishments shall post and maintain in a conspicuous place in each guest sleeping room a diagram calling attention to and advising such guest of fire escape routes and fire prevention equipment installed in the building. Any printed matter shall be in typeface of at least twelve point. Such diagram shall include, but not be limited to the following:
 - (I) The locations of the nearest fire escapes or exits from such room;
 - (II) The locations of the nearest fire extinguishers from such rooms;
 - (III) If the building has a fire warning system which is activated by pulling a lever in case of fire, the locations of the nearest such levers from such rooms;
 - (IV) The extent to which the building has been equipped with smoke alarm or fire detection devices; and

- (V) The extent to which a sprinkler system has been installed in the building.
- (ii) A notice shall be placed in a conspicuous location so as to be readily visible to guests as they check in the facility upon arrival. Such notice shall include but not be limited to the following:
 - (I) Whether the building has a fire warning system which is activated by pulling a lever in case of fire;
 - (II) The extent to which the building has been equipped with smoke alarms or fire detection devices; and
 - (III) The extent to which a sprinkler system has been installed in the building.

(iii) Fire Extinguishers

An approved type fire extinguisher shall be placed on each guest floor at a convenient location outside guest rooms.

(iv) Storage of Flammables

Gasoline, paints or other flammables shall be stored in a well-ventilated building or area away from guest sleeping rooms.

(i) General Construction

- 1. Floors in establishment shall be kept clean and in good repair. The walls and ceilings of rooms and areas shall be kept clean and in good repair.
- 2. Toilet, Handwashing, Laundry, and Bathing Facilities
 - (i) Establishments shall be provided with approved, adequate, sanitary toilet, handwashing, and bathing facilities. These facilities, and laundry facilities used in conjunction with guest rooms, shall be kept clean and in good repair.
 - (ii) All lavatories and baths shall be supplied with hot and cold running water. Each guest shall be provided individual soap and clean individual bath cloths and towels.
 - (iii) Clean towels and bath cloths shall be stored and handled in a sanitary manner.
 - (iv) Anti-slip tubs, adequate slip strips, appliques, or slip-proof mats shall be provided in each bathing facility and shall be kept clean and in good repair.

In establishments constructed after January 1, 1991 all toilets, handwashing and bathing facilities shall be provided in each guest room.

3. Telephone Service

Telephone service shall be accessible to guests and staff in the event of emergencies.

4. Lighting

- (i) Natural and artificial lighting for general cleaning purposes and safety of quests shall be at least ten (10) footcandles in guest rooms, stairways, hallways, closets and storage areas.
- (ii) Lighting in reading areas of guest rooms shall be thirty (30) footcandles.

5. Ventilation

Sleeping and toilet rooms shall have sufficient ventilation to keep them free from steam condensation, excessive heat vapors, smoke, fumes or noxious odors.

6. Windows and Doors

All windows and doors shall be kept clean and maintained in good repair. All doors shall be constructed and equipped with in-room security devices, such as locks, chains, or similar devices. All open windows shall require screening.

7. Beds, Linen, Furniture

- (i) Furniture, mattresses, curtains, draperies, etc., shall be kept clean and in good repair.
- (ii) Clean bed linens in good repair shall be provided for each guest, and shall be changed between guest. When a guest is present multiple days, linens shall be changed as often as necessary or every fifth day.
- (iii) Clean linens shall be stored and handled in a sanitary manner and separate from soiled linen.
- (iv) Linens shall be thoroughly washed in a detergent solution containing a sanitizer equivalent to at least 50 parts per million available chlorine. Single-service articles shall be made from non-toxic materials. Single-service articles placed in sleeping rooms shall be individually wrapped or dispensed in a sanitary manner. Single-service articles shall be used only once.

8. Storage Areas and Closets

All closets shall be kept clean and in good repair.

Authority: T.C.A. §§69-14-503 and 4-5-202. Administrative History: Original rule filed July 3, 1991; effective August 17, 1991.

1200-23-2-.03 FOOD SERVICE AND SANITATION.

(1) FOOD SERVICE UTENSILS AND EQUIPMENT.

- (a) Multi-use equipment and utensils shall be constructed and repaired with safe materials, including finishing materials; they shall be corrosion resistant and non-absorbent; and they shall be smooth, easily cleanable, and durable under conditions of normal use. Single-service articles shall be made from clean, sanitary and safe materials. Equipment, utensils, and single-service articles shall not impart odors, color, or taste, nor contribute to the contamination of food.
- (b) Multi-use eating and drinking utensils shall be thoroughly cleaned after each use, and the facilities needed for the operations of washing, rinsing, and sanitizing, shall be used for such cleaning. Food service utensils and equipment shall be air dried only.

- (c) Pots, pans, and other utensils used in the preparation or service and storage of food/drink shall be thoroughly washed, rinsed and sanitized after each use. Cooking surfaces of equipment shall be cleaned at least once each day. Non-food contact surfaces of equipment shall be cleaned at such intervals as to keep them in a clean and sanitary condition.
- (d) No polish or other substance containing poisonous materials shall be used in a manner that would leave a toxic residue on such surfaces that may constitute a hazard to employees, patrons or other persons.
- (e) Wiping cloths used in the kitchen shall be kept clean. When in use, wiping cloths shall be stored in a container with the proper sanitizing solution.
- (f) Containers and clean utensils shall be covered and stored, in tight, clean cabinets, or otherwise stored in such a manner as to prevent contamination. Utensils shall be handled in such a manner as to prevent contamination.
- (g) Single service utensils shall be purchased only in sanitary containers, shall be stored therein in a clean, dry place until used, and shall be handled in a sanitary manner.
- (h) 1. Acceptable facilities such as a sink with no fewer than three (3) compartments large enough to accommodate the largest utensil(s) and/or automatic dishwashers, commercially rated, for washing/rinsing/sanitizing equipment and utensils shall be located in each establishment.
 - 2. All facilities constructed or extensively remodeled after January 1, 1991 shall have three (3) compartment sinks with drain boards or movable dish tables or commercial automatic dishwasher.
 - 3. Facilities existing prior to January 1, 1991 with a two compartment sink may use a suitable auxiliary container for sanitizing. Domestic dish machines in these facilities shall be acceptable provided the temperature at the utensil surface is 160°F at the end of each complete cycle. If the temperature does not reach 160°F utensils may be sanitized in a suitable container. When domestic machines are replaced, they shall be replaced with a commercial or commercially rated dish machine.
- (i) Acceptable food storage facilities including residential kitchen cabinets, shall be kept clean and free of vermin.

(2) Food Supplies

- (a) General. Food shall be in sound condition, free from spoilage, filth, or other contamination and shall be safe for human consumption. Food shall be obtained from sources that comply with all laws relating to food and food labeling. The use of food in hermetically sealed containers that was not prepared in a food processing establishment is prohibited.
- (b) Food Protection. Foods shall be protected from contamination while being stored, prepared, served, and during transportation. Perishable foods shall be stored at such temperatures as will protect against spoilage. Potentially hazardous food shall be maintained at safe temperatures (45°F, or below, or 140°F, or above) except during necessary period of preparation and service. Frozen foods shall be kept at such temperatures as to remain frozen, except when being thawed for preparation or use. Potentially hazardous food shall be thawed:
 - 1. In refrigerated units at a temperature not to exceed 45°F; or

- 2. Under potable running water of a temperature of 70°F or below, with sufficient water velocity to agitate and float off loose food particles into the overflow; or
- 3. In a microwave oven only when the food will be immediately transferred to conventional cooking facilities as part of a continuous cooking process or when the entire, uninterrupted cooking process takes place in the microwave oven; or
- 4. As part of the conventional cooking process.
- (c) An indicating thermometer shall be located in each refrigerator and freezer. Raw fruits and vegetables shall be washed thoroughly before use. Stuffings, poultry, stuffed meats and poultry, and pork and pork products shall be thoroughly cooked to an internal temperature of 165°F before being served. Salads made of meat, poultry, potatoes, fish, shellfish, or eggs, and other potentially hazardous prepared foods, shall be prepared, preferably from chilled products, with a minimum of manual contact. Portions of food once served to an individual shall not be served again. Rare roast beef may be cooked, held and served at a temperature of 130°F.
- (d) Live pets shall have current and required inoculations and shall not be allowed in any room or area in which food is prepared, stored, or served. Live pets, unless caged and restricted from the immediate eating area, shall not be allowed in the food service operation. No birds or turtles shall be permitted in food preparation areas.
- (e) Refrigeration facilities, hot food storage facilities, and effective insulated facilities shall be provided as needed to assure the maintenance of all foods at required temperatures during storage, preparation, and service.
- (f) Containers of food shall be stored a minimum of six (6) inches above the floor, on clean racks, shelves, or other clean surfaces, in such a manner as to be protected from splash and other contamination.
- (g) Food Service Persons. Persons, while preparing or serving food or washing equipment or utensils, shall wear clean outer garments, maintain a high degree of personal cleanliness, and conform to hygienic practices. They shall wash their hands thoroughly before starting work and as often as necessary to remove soil and contamination. After visiting a toilet room, persons shall wash their hands thoroughly in a lavatory and in no case in the kitchen sink.
 - 1. Lavatories shall be at least the number required by law, shall be installed according to law, and shall be located to permit convenient use by all employees in food preparation areas and utensil washing areas.
 - 2. Lavatories shall be accessible to employees at all times.
 - Lavatories shall also be located in or immediately adjacent to toilet rooms or vestibules.
 Sinks used for food preparation or for washing equipment or utensils shall not be used for handwashing.
 - 4. Facilities existing prior to January 1, 1991 shall install the required number of lavatories by January 1, 1992.
- (3) No person while infected with a disease in a communicable form, or while a carrier of such a disease, or while afflicted with boils, infected wounds, sores, or an acute respiratory infection, shall work in any capacity in which there is a likelihood of that person contaminating food or food-contact surfaces with pathogenic organisms. If there is reason to suspect that any person has contacted any disease in a communicable form or has become a carrier of such disease, the permittee shall notify the local health department immediately.

Authority: T.C.A. §§68-14-503 and 4-5-202. Administrative History: Original rule filed July 3, 1991; effective August 17, 1991.

1200-23-2-.04 GENERAL PROVISIONS.

(1) Severability

If any provision of this section, or the application thereof to any person or circumstance, is held invalid, the remainder of these rules, or the application of such provision to other persons or circumstances, shall not be affected thereby.

(2) Review of Plans

- (a) Submission of Plans. Whenever a Bed and Breakfast establishment is constructed or extensively remodeled and whenever an existing structure is converted to use as a Bed and Breakfast Establishment, at least one (1) set of properly prepared plans and specifications for such construction, remodeling, or conversion shall be submitted to the Commissioner for review and approval before construction, remodeling or conversion is begun. The plans and specifications shall indicate the proposed layout, arrangement, mechanical plans, and construction materials of work areas, sleeping areas and/or rooms and the type and model of proposed fixed equipment and facilities. The Commissioner shall approve the plans and specifications if they meet the requirements of these rules. No Bed and Breakfast establishment shall be constructed, extensively remodeled, or converted except in accordance with plans and specifications approved by the Commissioner.
- (b) Pre-Operational Inspection. After plans and specifications have been approved by the Commissioner, the Bed and Breakfast establishment shall not start operations until the Commissioner has made a pre-operational inspection and has determined compliance with the approved plans and specifications and with the requirements of these rules.

Authority: T.C.A. §§68-14-503 and 4-5-202. **Administrative History:** Original rule filed July 3, 1991; effective August 17, 1991.