COMMONWEALTH OF PENNSYLVANIA
DEPARTMENT OF PUBLIC WELFARE

CERTIFICATE OF COMPLIANCE

This Certificate is hereby granted to **MERCY BEHAVIORAL HEALTH**
(LEGAL ENTITY)

To operate **MUNHALL MANOR**
(NAME OF FACILITY OR AGENCY)

Located at **2514 MAIN STREET, MUNHALL, PA 15120**
(COMPLETE ADDRESS OF FACILITY OR AGENCY)

(ADDRESS OF SATELLITE SITE) (ADDRESS OF SATELLITE SITE)

(ADDRESS OF SATELLITE SITE) (ADDRESS OF SATELLITE SITE)

(ADDRESS OF SATELLITE SITE) (ADDRESS OF SATELLITE SITE)

To provide **Personal Care Homes**
(TYPE OF SERVICE(S) TO BE PROVIDED)

The total number of persons which may be cared for at one time may not exceed **17**
(MAXIMUM CAPACITY)
or the maximum capacity permitted by the Certificate of Occupancy, whichever is smaller.

Restrictions:

This certificate is granted in accordance with the Public Welfare Code of 1967, P.L. 31, as amended, and Regulations

55 Pa.Code Chapter 2600: Personal Care Homes
(MANUAL NUMBER AND TITLE OF REGULATIONS)

and shall remain in effect from **July 5, 2011** until **July 5, 2012**,
unless sooner revoked for non-compliance with applicable laws and regulations.

No: 434730

Robert E. Robinson
ISSUING OFFICER

DIRECTOR

NOTE: This certificate is issued for the above site(s) only and is not transferable and should be posted in a conspicuous place in the facility.

PW 628 – 01/11

COMMONWEALTH OF PENNSYLVANIA
DEPARTMENT OF PUBLIC WELFARE
PO BOX 2675
HARRISBURG, PENNSYLVANIA 17105-2675

ADULT RESIDENTIAL LICENSING

PHONE: (717) 783-3670
FAX: (717) 783-5662

JUL 07 2011

Mr. Richard J. Rach, Executive Director
Mercy Behavioral Health
1200 Reedsdale Street
Pittsburgh, Pennsylvania 15233

RE: Munhall Manor
2514 Main Street
Munhall, Pennsylvania 15120

Dear Mr. Rach:

As a result of the Department of Public Welfare's licensing inspection on May 23, 2011, of the above personal care home, the violations with 55 Pa.Code Ch. 2600 (relating to Personal Care Homes) specified on the enclosed Violation Report were found.

All violations specified on the enclosed Violation Report must be corrected by the dates specified on the Violation Report and continued compliance with 55 Pa.Code Ch. 2600 must be maintained. As soon as each violation is corrected, notify the Department's Regional Office of Adult Residential Licensing so that compliance can be verified.

A regular license is being issued based on the enclosed Violation Report. Your license is enclosed.

Sincerely,

Ronald Melusky
Acting Director

Enclosures
License
Violation Report

VIOLATION REPORT
PERSONAL CARE HOMES - 55 Pa.Code Chapter 2600

NAME AND ADDRESS OF PERSONAL CARE HOME MUNHALL MANOR, 2514 MAIN STREET MUNHALL, PA 15120	CURRENT LICENSE NUMBER 434730
INSPECTION DATES (Include all dates of the inspection) 05/23/2011	REGIONAL REPRESENTATIVE L. Flinner-Alman, N. Bradfield

PRINTED NAME AND TITLE OF LEGAL ENTITY REPRESENTATIVE SIGNING PLAN OF CORRECTION (Required on FIRST PAGE only unless multiple representatives produce the plan)

SIGNATURE OF LEGAL ENTITY	DATE	REGIONAL LICENSING APPROVAL OF PLAN OF CORRECTION	DATE
[signature]	6/20/11	[signature]	6/27/11

REGULATION 55 Pa.Code §2600	VIOLATION	DATE COMPLIANCE VERIFIED BY	PLAN OF CORRECTION (include a step-by-step plan to correct the specific violation, as well as a plan to assure the violation does not recur)	DATE COMPLIANCE VERIFIED BY
20b8 The home shall give the resident and the resident's designated person, an itemized account of financial transactions made on the resident's behalf on a quarterly basis.	Residents #1, 2, 3, 4, 5, 6, 7 and 8 do not receive quarterly statements of financial transactions. Western Region JUN 22 2011 Adult Residential Licensing	6/20/11	Quarterly Account Ballances Have been Attached to All Residents Currently Existing Financial Transaction Forms. A List of Months to complete These Quarterlies has been Posted in the Staff Office Along with our other important Date Lists (MA-SI's, Support Plans, etc.) Staff Have been Reminded to Give each resident a copy of the Acct. Ballance once completed. A Reminder will be posted & emailed the Month of each Quarterly Statement Due Date. A copy will also be sent to each residents payee.	

VIOLATION REPORT
PERSONAL CARE HOMES - 55 Pa.Code Chapter 2600

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25c2 (2) A fee schedule that lists the actual amount of allowable resident charges for each of the home's available services.	Resident #1's resident-home contract dated 07/12/10 does not specify the charges for room and board. Western Region Adult Residential Licensing	6/20/11	See attached plan of correction for 25c2 attached to pg.5 Page 2A - [signature] 6/27/11	[signature] 6/27/11

Due to staff error, this resident's Initial Admission Agreement (dated 7/12/10) was not fully completed, and lacked the following information ~~(as noted by violations 2-5):~~ signature of person completing the contract, amount charged in the event of resident absence, room and board charges, and information regarding party responsible for payment. [redacted] does have a current admission agreement for this year which is complete. As we can not go back and correct this info now due to its original time sensitive nature, we have added a Resident Orientation Checklist to our new resident admission packets for all future admissions. It outlines all of the information that we need to gather to properly create a new residents chart and insure that all proper documentation is included. It also includes a space for documentation completion date and name of staff completing, as well as a timeframe for staff reference to insure dating/completion requirements are met. This form will be reviewed with all staff and will be a requirement to complete upon any future admissions. A copy of this form has been attached for you to view.

The administrator or designee will review the contracts for all new admissions to ensure they are complete and contain all of the required information including signature of person completing the contract, charges for a bed hold during an absence and total charges for room and board, and person responsible for payment.
6/27/14

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82c Poisonous materials shall be kept locked and inaccessible to residents unless all of the residents living in the home are able to safely use or avoid poisonous materials.	A bottle of instant nail polish remover with a manufacturer's label indicating "In case of accidental ingestion give fluids liberally and consult with a local poison control center" was unlocked and accessible to residents in resident bedroom #2. None of the residents in the home have been assessed as capable of recognizing and using poisons safely. Western Region JUN 22 2011 Adult Residential Licensing	6/20/11 7/31/11	I greatly enjoys doing Nails & takes pride in appearance. is capable & competent to have nail polish remover in room. We have updated support plan & Assessment to reflect this in . hobbies/Activities, noting that is capable of having nail polish remover in Room. Staff will be instructed to monitor resident's room daily, in the course of their normal duties, to ensure that resident keeps poisonous items locked and inaccessible to other residents. Administrator or designee will monitor monthly [signature] 6-27-11.	[signature] 6/27/11

VIOLATION REPORT
PERSONAL CARE HOMES - 55 Pa.Code Chapter 2600

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85e Trash outside the home shall be kept in covered receptacles that prevent the penetration of insects and rodents.	The trash can located outside the home along the wall between the designated smoking area and the rear entrance has an eight-inch-by-eight-inch round hole in the side of the lid. Repeated Violations: 06/23/2010	6/20/11 7/31/11 7/31/11	THIS TRASH CAN has been REMOVED from the PREMISE. A NEW COVERED TRASH CAN has been ORDERED & will REPLACE the OLD ONE on the patio. The new trash can will have a covered lid. All staff will be educated on need to keep trash cans, both inside and outside of the home, covered at all times. Administrator or designee will monitor trash cans at least weekly to ensure they are kept covered.	Steps have been taken to correct violation; full compliance is not verifiable 6/27/11 [signature] Date Initials (DPW)

Western Region

Adult Residential Licensing

6/27/11

VIOLATION REPORT
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86b A bathroom that does not have an operable, outside window shall be equipped with an exhaust fan for ventilation.	The private bathrooms in resident bedrooms #2 and 5 do not have operable windows or ventilation fans. Western Region JUL 22 2011 Adult Residential Licensing	6/20/11	ALL DOWNSTAIRS RESTROOM FANS ARE CONTROLLED BY A SINGLE FAN AND A LIGHTSWITCH TO TURN THEM OFF & ON. THE SWITCH WAS TURNED OFF. IT HAS SINCE BEEN TURNED ON & A NOTE PLACED ON THE WALL ABOVE THE SWITCH INFORMING ALL THAT IT IS TO REMAIN ON. ~~THE FANS ARE OPERA~~ THE FANS ARE OPERABLE, AS TESTED BY PLACING A ~~PIECE~~ OF TOILET PAPER OVER THE VENT AND MAKING SURE IT STICKS, INSURING VENTILATION OUT OF THE BATHROOM.	[signature] 6/27/11

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95 Furniture and equipment shall be in good repair, clean and free of hazards.	The shower rod in the private bathroom in resident bedroom #2 is not securely assembled or securely attached to the wall. The metal baseboard heater in the private bathroom in resident bedroom #2 has metal wires protruding upwards from the inside and is in disrepair. Western Region JUN 29 2011 Adult Residential Licensing	6/20/11	THE SHOWER ROD IN ROOM 2 HAS BEEN REPLACED. SEE ATTACHED PHOTO FOR VERIFICATION. THE THERMOSTAT WIRE HAS BEEN FIXED & NO LONGER IS VISIBLE ON THE BASEBOARD HEATER IN ROOM 2's BATHROOM. SEE ATTACHED PHOTO FOR VERIFICATION.	6/27/11

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100a The exterior of the building and the building grounds or yard shall be in good repair and free of hazards.	There is a ten-inch-by-three-inch hole in the red fabric covering the top step on the exterior stairway leading to the parking lot. The hole in the fabric is located five inches from the edge of the top step, presenting a tripping hazard. Western Region JUN 22 2011 Adult Residential Licensing	6/20/11	THE CARPETING has been removed from the porch Area. See Attached Picture for verification. STAFF ARE CURRENTLY PRICING OUTDOOR CARPETING to have it replaced.	[signature] 6/27/11

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103g Food shall be stored in closed or sealed containers.	The kitchen freezer contained an opened and unsealed plastic bag of pork ribs. Repeated Violations: 06/23/2010	6/20/11 7/31/11	As with the Pg. 11 violation, our cook has been reminded that all food stored needs to be properly sealed, large ziploc freezer bags are available to use for proper freezer storage and insure that the package is properly sealed as well as having a place to label & date the product. These freezer bags are now stored in the kitchen along side the saran & Aluminum foil. Administrator or designee will check the kitchen's food storage to ensure all is properly stored, labeled and dated. Monitoring will take place weekly.	Steps have been taken to correct violation; full compliance is not verifiable 6/30/11 [illegible] Date Initials (DPW)

Western Region

Adult Residential Licensing

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126b Furnaces shall be cleaned according to the manufacturer's instructions. Documentation of the cleaning shall be kept.	The home does not have verification that the furnace was cleaned within the last year. Western Region Adult Residential Licensing	6/20/11 7/31/11	Boehmer Heating & Cooling were called & came to our site on 6/20/11 for inspection. Attached is a copy of the work order/ Receipt for verification. Administrator will ensure that the furnace cleaning/inspection will take place annually. [signature] 6-22-11	[signature] 6/27/11

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132b A fire safety inspection and fire drill conducted by a fire safety expert shall be completed annually. Documentation of this fire drill and fire safety inspection shall be kept.	The last fire drill observed by a fire safety expert was conducted on 03/31/10. The most recent fire safety inspection conducted by a fire safety expert was 03/31/10.	6/20/11	[redacted] Munhall Fire Chief, was contacted about coming to Munhall Manor for a drill observ. And safety check. They will be out Wednesday, June 22nd. As this Report needs to be Returned by that date, the verification of compliance will be faxed to DPW the following day. A reminder note has been added to the 2012 Drill Schedule to remind STAFF/PCHA to contact MR. Pisarcik & insure it is not overlooked next year. See attached schedule for verification.	6/27/11

Western Region

Adult Residential Licensing

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144d Smoking outside of the smoking room is prohibited.	At 1:35PM there were two residents smoking directly outside the exit door from the kitchen. This is not the designated smoking area.	6/20/11 7/31/11	All Residents have been reminded that the smoking area is on the patio beside the home. A "No Smoking" sign ~~is~~ has been placed on the steps outside of this door to assist Residents in Remembering that Smoking is NOT allowed in this area. A Reminder of The Smoking Rules will be added to all future Resident meetings. All staff will be educated on this requirement and will be instructed to monitor smoking daily, on each shift, to ensure smoking only takes place in designated areas. The administrator will monitor smoking at least monthly. jr 6/27/11	Steps have been taken to correct violation; full compliance is not verifiable 6/27/11 [initials] Date Initials (DPW)

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187d The home shall follow the directions of the prescriber.	Resident #1 is prescribed insulin on a sliding scale. On 05/08/11 at 11:45AM the resident's blood glucose level was 153 and the sliding scale required 10 units of insulin; however, the medication administration log indicates only 8 units of insulin were administered. On 05/13/11 at 08:00AM the resident's blood glucose level was 187 and the sliding scale required 10 units of insulin; however, the medication administration log indicates only 8 units of insulin were administered. Western Region JUN 22 2011 Adult Residential Licensing	6/20/11 7/31/11	Munhall Manor's Nurse has Reviewed proper INSULIN preparation, READING the sliding Scale & Administration with all staff as a refresher to insure that proper administration occurs. They were also informed that at any time they have questions about INSULIN or any other medication administration they can contact her via cell phone or barring that, contact our pharmacy's on-call pharmacist for clarification before administration. JEW 6/27/11 The administrator or nurse will monitor MAR at least weekly to ensure proper dosing of insulin is administered Documentation will be kept. JEW 6/27/11	Steps have been taken to correct violation; full compliance is not verifiable 6/27/11 (DPW Date Initials

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221c A current weekly activity calendar shall be posted in a conspicuous and public place in the home.	The home does not have a current weekly activity calendar posted in a public and conspicuous place in the home. Western Region JUN 22 2011 Adult Residential Licensing	6/20/11	Munhall's Activity director has created & posted a Site-specific Activities calendar for Munhall Manor. It will be posted on the Dining Room wall along side the menus. As the activities director creates the schedule, she will be responsible for posting the new schedule one week prior to the upcoming month. She will also send an email to all Munhall Staff containing the calendar. Should she be off or forget to post it, Staff posting the new menu will check to insure it has been posted. Should it not be, Staff will print & post the calendar.	On 6/27/11

VIOLATION REPORT
PERSONAL CARE HOMES - 55 Pa.Code Chapter 2600

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227c The support plan shall be revised within 30 days upon completion of the annual assessment or upon changes in the resident's needs as indicated on the current assessment.	An assessment was completed for resident #2 on 04/10/11. The most recent support plan for resident #2 was completed on 02/03/11. Western Region JUN 22 2011 Adult Residential Licensing	6/20/11	THE STAFF who updated [redacted] ASSESSMENT ON 4/10 DID SO IN RESPONSE to a CHANGE IN MEDICAL DIAGNOSIS AS STATED ON . MA-51 (COMPLETED 4/7.) As THERE WERE NO CHANGES IN the ASSESSMENT that required an update IN the SUPPORT PLAN, the STAFF ASSUMED SHE had CORRECTED EVERYTHING APPROPRIATELY. STAFF HAVE BEEN REMINDED that they are permitted to WRITE-IN changes TO AN ASSESSMENT OR SUPPORT PLAN AND SIGN/Date them IN ORDER to keep the two documents with the same date (instead of re-completing both)	6/27/11