



COMMONWEALTH OF PENNSYLVANIA  
DEPARTMENT OF PUBLIC WELFARE  
PO BOX 2675  
HARRISBURG, PENNSYLVANIA 17105-1675

ADULT RESIDENTIAL LICENSING

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

MAR 31 2012

Barbara A. Zemlock  
37 North Second Street  
12<sup>th</sup> Floor  
Harrisburg, Pennsylvania 17101-1601

Re: Tabor Manor  
6730 Tabor Avenue  
Philadelphia, Pennsylvania 19111

Dear Ms. Zemlock:

This is to acknowledge receipt of your request to appeal the Department's decision to impose a fine on behalf of Tabor Manor for your personal care home. Your request has been forwarded to the Department of Public Welfare, Bureau of Hearings and Appeals. You will be contacted regarding the date and time of the hearing.

Sincerely,

A handwritten signature in black ink, appearing to read "Ronald Melusky".

Ronald Melusky  
Director

cc: Connie Walsh, Office of General Counsel



17 North Second Street  
12th Floor  
Harrisburg, PA 17101-1601  
717-731-1970 Main  
717-731-1985 Fax  
www.postschell.com

Barbara A. Zemlock

bzemlock@postschell.com  
717-612-6030 Direct  
717-731-1985 Fax

February 28, 2012

Tracy Henry, Director  
Bureau of Hearings and Appeals  
2330 Vartan Way, 2nd Floor  
P.O. Box 2675  
Harrisburg, PA 17110

12 FEB 28 PM 12:31  
BUREAU OF HEARINGS AND APPEALS

**RE: Manor Personal Care, Inc. v.  
Department of Public Welfare**

Dear Director Henry:

Enclosed for filing is the original and four copies of a Notice of Appeal and Written Request for Hearing From Decision Dated February 16, 2012. A copy of the above referenced document is being provided to the parties of record in the manner indicated on the Certificate of Service. A check in the amount of \$500 will be delivered to Anita Schaffer, Department of Public Welfare, Bureau of Financial Operations, Financial Reporting and Payments Section. Please time stamp any extra copies and return them to the waiting messenger.

If you have any questions, please feel free to contact me.

Very truly yours,

Barbara A. Zemlock

RECEIVED

FEB 29 2012

Adult Residential Licensing

BAZ/cln  
Enclosures

cc: Office of Legal Counsel, Department of Public Welfare  
Anita Schaffer, Department of Public Welfare, Bureau of Financial Operations, Financial Reporting and Payments Section (w/check)  
Howard Lavin



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

**CERTIFIED – RETURN RECEIPT REQUESTED**  
**MAILING DATE: FEB 01 2012**

Mr. Howard Lavin, President  
 Manor Personal Care, Inc.  
 Tabor Manor  
 6730 Tabor Avenue  
 Philadelphia, Pennsylvania 19111

Dear Mr. Lavin:

As a result of the Department of Public Welfare's licensing inspection on January 24, 2012 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 was found.

Correction of these violations in accordance with the specified plan of correction is required. Failure to correct these violations may result in further licensing enforcement action.

Pursuant to 62 P.S. 1085-1087 and 55 Pa.Code §§ 2600.261-268 (relating to enforcement), the Department intends to assess a fine for the following violations unless fully corrected on or before the mandated correction date.

55 Pa.Code Chapter 2600 Section no.	Class of Violation	Census at Inspection X	Fine Per resident Per day	Calculated Fine = Per day	Mandated Correction Date (to avoid Fine)
183b	II	48	\$5	\$240	5 calendar days from mailing date of this letter

A fine will be assessed on a daily basis beginning with the date of this letter and will continue until the violation is fully corrected, and full compliance with the regulation has been achieved. If the violation is fully corrected, and full compliance with the regulation has been achieved, by the mandated correction date, no fine will be assessed. You must notify the Department's Regional Adult Residential Licensing office in writing as soon as each violation is fully corrected and submit written documentation of each correction. The Department will conduct an on-site inspection after the mandated correction date, and within 20 calendar days of the date of this letter. If one or more violations is not fully corrected and full compliance with the regulation has not been achieved, you will periodically receive invoices from the Department's Bureau of Financial Operations with payment instructions. The fines will continue to accumulate until the violation is fully corrected and full compliance with the regulation has been achieved.

Once you receive your invoice from the Bureau of Financial Operations, if you disagree with the amount of the penalty, you have the right to appeal through a hearing before the Bureau of Hearings and Appeals, Department of Public Welfare. If you decide to appeal, a written request to appeal the fine must be received, along with the assessed daily fine, not to exceed \$500, in accordance with 55 Pa.Code § 2600.263 (relating to appeal of penalty). All appeal requests must be sent to the address indicated on the invoice you will receive from the Bureau of Financial Operations.

Sincerely,



Ronald Melusky  
Director

Enclosure  
Violation Report

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

NAME AND ADDRESS OF PERSONAL CARE HOME TABOR MANOR, 6730 TABOR AVENUE PHILADELPHIA, PA 19111		CURRENT LICENSE NUMBER 116980	
INSPECTION DATES (Include all dates of the inspection) 01/24/2012		REGIONAL REPRESENTATIVE Patricia Adams, Amy Scharpf	
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

REGULATION 55 Pa.Code §2600	VIOLATION	DATE BY WHICH CORRECTION WILL BE COMPLETED	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
183b Prescription medications, OTC medications, CAM and syringes shall be kept in an area or container that is locked. This includes medications and syringes kept in the resident's room.	On 1/24/12, three red plastic containers approximately 12" by 8" with a 3" by 12" flip top opening were observed atop a cabinet in room #7. The containers were used for the storage of bio hazardous waste including used syringes and lancets. The room where the containers were located was unlocked and accessible to residents.  Repeated Violations: 07/29/2011 06/01/2011		The three plastic containers were immediately removed and placed in the home's locked medication room.  By 2/10/12 the home will develop procedures for the safe and secure storage of medications and syringes. All staff will be trained on this policy by 2/15/12.  Starting 2/1/12 the home's administrator will assign a staff member on each shift to do a sweep of the building. The staff person will be checking to make sure that all medications and syringes are being disposed of properly and are either in a locked area or container. Any medications or syringes found to be unsecure will immediately be either secured or disposed of properly. This staff person will document on a shift log their findings and any corrective action taken as necessary.  Starting 2/1/12 the home's administrator will do a sweep of the building to make sure that all medications and syringes are being disposed of properly and are either in a locked area or container every time they are on the property.	



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

**CERTIFIED MAIL – RETURN RECEIPT REQUESTED**  
**MAILING DATE: FEB 1 6 2012**

Mr. Howard Lavin, President  
 Manor Personal Care, Inc.  
 Tabor Manor  
 6730 Tabor Avenue  
 Philadelphia, Pennsylvania 19111

Dear Mr. Lavin:

On February 1, 2012, the Department of Public Welfare (Department) issued a notice of its intent to assess a fine for regulatory violations with 55 Pa.Code Ch. 2600 (relating to personal care homes) for the above personal care home.

Pursuant to 62 P.S. §§ 1085-1087 and 55 Pa.Code §§ 2600.261-268 (relating to enforcement), the Department hereby assesses a fine for the following uncorrected violations.

55 Pa.Code Chapter 2600 Section no.	Class of Violation	Census at Inspection	Fine Per resident X Per day	Calculated Fine = Per day	Initial Fine Assessment
183b	II	48	\$5	\$240	<u>\$1,920</u>

Total Fine Assessment for period February 2, 2012 through February 9, 2012 = \$1,920.

The enclosed Invoice for Personal Care Home Fine specifies the total amount of the fines for the period following the Department's notice of intent to assess a fine. The invoice is payable within 30 days from the mailing date of this letter. The fines will continue to accumulate and will be recalculated at the end of each month until all violations are fully corrected. You must notify the Department's Regional Adult Residential Licensing office in writing as soon as each violation is fully corrected and submit written documentation of each correction. Even if you pay the full amount of this invoice, fines will continue to accumulate for each violation until you have provided written notice of full correction and the Department has verified that the violations are fully corrected.

In accordance with §2600.268 (relating to notice of violations), the personal care home administrator shall immediately post this written notice in a conspicuous and public place in the home, if this notice includes a Class II violation

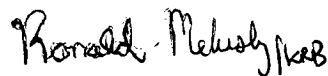
If you disagree with the decision to assess a fine, you have the right to appeal through hearing before the Bureau of Hearings and Appeals, Department of Public Welfare in accordance with 1 Pa.Code Part II, Chs. 31-35 and 62 P.S. §1086(f). If you decide to appeal, a written request for an appeal with a check made payable to the "Commonwealth of Pennsylvania" for the total monthly fine amount or \$500, whichever is less, must be received within 30 days of the mailing date of this letter by:

Anita Shafer, Unit Supervisor  
Bureau of Financial Operations  
Financial Reporting and Payments Section  
Department of Public Welfare  
Forum Place, 1<sup>st</sup> Floor  
555 Walnut Street  
Harrisburg, Pennsylvania 17101

This decision to assess a fine is final 31 days from the date of this letter, or if you decide to appeal, upon issuance of a decision by the Bureau of Hearings and Appeals.

If you have any questions regarding this invoice please contact Kevin Brumbach, Adult Residential Licensing, at 717-783-3670.

Sincerely,



Ronald Melusky  
Director

Enclosure

Personal Care Home Fine Invoice

# Personal Care Home Invoice

PA Department of Public Welfare  
Bureau of Financial Operations  
Financial Reporting and Payment Section  
Forum Place, 1st Floor  
555 Walnut Street, Harrisburg, PA 17101  
Fax: 717-772-2501

**Assessment #:** S00062

**Invoice Date:** FEB 16 2012

**Bill To:**

Manor Personal Care, Inc.  
6730 Tabor Avenue  
Philadelphia, PA 19111

Re: Tabor Manor  
6730 Tabor Avenue  
Philadelphia, PA 19111

**Contact Name** Howard Lavin

**License Number** 11698

<b>Fine/Appeal</b>	<b>Description - 55 Pa.Code § 2600.</b>	<b>From:</b>	<b>To:</b>	<b>Fine Imposed</b>	<b>Line Total</b>
Class II	183b	2/2/2012	2/9/2012	\$1,920.00	\$1,920.00
				<b>Invoice Total</b>	<b>\$1,920.00</b>

Please remit this portion with payment to ensure proper credit

Manor Personal Care, Inc.  
6730 Tabor Avenue  
Philadelphia, PA 19111

**Assessment #:** S00062

Re: Tabor Manor  
6730 Tabor Avenue  
Philadelphia, PA 19111

**Please make checks payable to:**  
**Commonwealth of Pennsylvania**

**Remit to:**  
**Bureau of Financial Operations**  
**Forum Place, 1st Floor**  
**555 Walnut Street**  
**Harrisburg, PA 17101**  
**Attn: Anita Shafer**

Total Due

Payment Enclosed

cc: file - Open Fines



Docket No. 034-11-0046. The Appellant and the Department, however, are working on an amicable resolution of that pending appeal.

4. On January 24, 2012, the Department performed an inspection of Appellant to ascertain Appellant's compliance with 55 Pa. Code Chapter 2600.

5. By way of letter dated February 1, 2012, the Department advised that it found a violation of 55 Pa. Code Chapter 2600 and enclosed a Violation Report for the January 24, 2012 inspection. A true and correct copy of the Department's February 1, 2012 correspondence, along with the Violation Report, is attached hereto as Exhibit "A."

6. Through the February 1, 2012 correspondence, the Department further advised of its intent to assess a fine for a certain identified violation unless the violation is fully corrected on or before the "mandated correction date." See Exhibit "A."

7. The Violation Report also included a plan of correction that was directed by the Department. Id.

8. The plan of correction contemplated that Appellant would implement certain procedures over a period of time and, in some instances, by specific dates. For example, certain action was to be completed by February 1, 2012 and by February 15, 2012. Id.

9. The plan of correction expressly reflects that the alleged violation was remedied on the same date as the inspection.

10. Nevertheless, by way of a letter dated February 16, 2012, the Department advised that it was assessing a fine for certain "uncorrected violations," which alleged violation was set forth in the Department's February 1, 2012 correspondence for the January 24, 2012 inspection, and which violation was corrected the same date as the inspection. The Department imposed a fine in the aggregate amount of \$1,920.00 for the period of February 2, 2012 through February 9,

2012 with no further explanation or supporting documentation. A true and correct copy of the Department's February 16, 2012 correspondence advising of the foregoing is attached hereto as Exhibit "B."

11. The Appellant appeals the assessed fine imposed pursuant to the Department's February 16, 2012 correspondence.

12. First, the Appellant disputes that the alleged violation found on January 24, 2012 and identified in the Department's February 1, 2012 correspondence was "uncorrected." Indeed, the directed plan of correction that was prepared by the Department reflects that the violation was corrected the same day as the inspection. See, Ex. "A." To Appellant's knowledge and as verified by the Department on January 24, 2012, the actual violation was remedied.

13. Additionally, the Appellant has implemented the directed plan of correction.

14. Pursuant to Section 1086 of the Public Welfare Code, Act No. 21 of June 13, 1967, as amended, the assessment of a penalty for Class II violations shall be suspended for a period of five (5) days from the date of citation, provided that the provider has corrected the violation. 62 P.S. § 1086(a)

15. The Department has classified the alleged violation at issue as a Class II violation. See, Exhibit "A" and "B."

16. As evidenced by the Department's January 24, 2012 inspection and the related report, the Appellant corrected the alleged violation at issue.

17. The Department's decision to impose the assessment as set forth in its February 16, 2012 correspondence is contrary to law.

18. The Department's decision to impose the fine as set forth in its February 16, 2012 correspondence is not supported by substantial evidence.

19. The Department's decision to impose the fine as set forth in its February 16, 2012 correspondence is an abuse of discretion.

20. The Department's decision to impose the fine as set forth in its February 16, 2012 correspondence is arbitrary and capricious, as a matter of both fact and law.

21. The Department's decision to impose a fine as set forth in its February 16, 2012 correspondence violates the Public Welfare Code and the implementing regulations.

22. The Appellant denies that the alleged deficiency cited by the Department, in whole or in part, constitutes a violation of the Public Welfare Code or the cited regulation, and hereby reserves the right to challenge it at hearing.

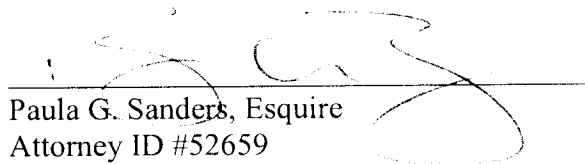
23. The Appellant respectfully submits that no fine should have been assessed, that the Department's decision to the contrary was erroneous and should be reversed and rescinded.

24. The Appellant hereby reserves the right to raise additional legal and factual issues and arguments identified during the course of discovery in this matter and as may become apparent at the prehearing conference and hearing.

WHEREFORE, Appellant Manor Personal Care, Inc. d/b/a Tabor Manor, respectfully requests that a hearing be held, that the decision of the Department to assess a fine be reversed and that Appellant be awarded such other relief as deemed just and reasonable.

Respectfully submitted,

POST & SCHELL, P.C.



Paula G. Sanders, Esquire  
Attorney ID #52659

Barbara A. Zemlock, Esquire  
Attorney ID #58891

17 North Second Street, 12<sup>th</sup> Floor  
Harrisburg, PA 17101  
(717) 731-1970

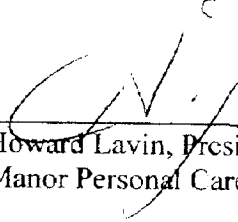
Attorneys for Manor Personal Care, Inc. dba  
Tabor Manor

Dated: February 28, 2012

**VERIFICATION**

I do hereby swear and affirm that the facts and matters set forth in the foregoing document are true and correct to the best of my knowledge, information and belief. The undersigned understands that the statements made therein are made subject to the penalties of 18 Pa. C.S. §4904 relating to unsworn falsification to authorities.

In addition, I also do hereby swear and affirm that I am a duly authorized representative of Manor Personal Care, Inc. dba Tabor Manor and am authorized to execute this Verification.

  
\_\_\_\_\_  
Howard Lavin, President  
Manor Personal Care, Inc.

Date: 2.27.12

# EXHIBIT A



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

**CERTIFIED – RETURN RECEIPT REQUESTED**  
**MAILING DATE: FEB 01 2012**

Mr. Howard Lavin, President  
 Manor Personal Care, Inc.  
 Tabor Manor  
 6730 Tabor Avenue  
 Philadelphia, Pennsylvania 19111

Dear Mr. Lavin:

As a result of the Department of Public Welfare's licensing inspection on January 24, 2012 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 was found.

Correction of these violations in accordance with the specified plan of correction is required. Failure to correct these violations may result in further licensing enforcement action.

Pursuant to 62 P.S. 1085-1087 and 55 Pa.Code §§ 2600.261-268 (relating to enforcement), the Department intends to assess a fine for the following violations unless fully corrected on or before the mandated correction date.

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183b	II	48	\$5	\$240	5 calendar days from mailing date of this letter

Mr. Howard Lavin

2

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Sincerely,



Ronald Melusky  
Director

Enclosure  
Violation Report

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

NAME AND ADDRESS OF PERSONAL CARE HOME TABOR MANOR, 6730 TABOR AVENUE PHILADELPHIA, PA 19111		CURRENT LICENSE NUMBER 116980	
INSPECTION DATES (Include all dates of the inspection) 01/24/2012		REGIONAL REPRESENTATIVE Patricia Adams, Amy Scharpf	
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

REGULATION 55 Pa.Code §2600	VIOLATION	DATE BY WHICH CORRECTION WILL BE COMPLETED	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
183b Prescription medications, OTC medications, CAM and syringes shall be kept in an area or container that is locked. This includes medications and syringes kept in the resident's room.	On 1/24/12, three red plastic containers approximately 12" by 8" with a 3" by 12" flip top opening were observed atop a cabinet in room #7. The containers were used for the storage of bio hazardous waste including used syringes and lancets. The room where the containers were located was unlocked and accessible to residents.  Repeated Violations: 07/29/2011 06/01/2011		The three plastic containers were immediately removed and placed in the home's locked medication room.  By 2/10/12 the home will develop procedures for the safe and secure storage of medications and syringes. All staff will be trained on this policy by 2/15/12.  Starting 2/1/12 the home's administrator will assign a staff member on each shift to do a sweep of the building. The staff person will be checking to make sure that all medications and syringes are being disposed of properly and are either in a locked area or container. Any medications or syringes found to be unsecure will immediately be either secured or disposed of properly. This staff person will document on a shift log their findings and any corrective action taken as necessary.  Starting 2/1/12 the home's administrator will do a sweep of the building to make sure that all medications and syringes are being disposed of properly and are either in a locked area or container every time they are on the property.	

# EXHIBIT B



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

**CERTIFIED MAIL – RETURN RECEIPT REQUESTED**

**MAILING DATE: FEB 15, 2012**

Mr. Howard Lavin, President  
 Manor Personal Care, Inc.  
 Tabor Manor  
 6730 Tabor Avenue  
 Philadelphia, Pennsylvania 19111

Dear Mr. Lavin:

On February 1, 2012, the Department of Public Welfare (Department) issued a notice of its intent to assess a fine for regulatory violations with 55 Pa.Code Ch. 2600 (relating to personal care homes) for the above personal care home.

Pursuant to 62 P.S. §§ 1085-1087 and 55 Pa.Code §§ 2600.261-268 (relating to enforcement), the Department hereby assesses a fine for the following uncorrected violations.

55 Pa.Code Chapter 2600 Section no.	Class of Violation	Census at Inspection	Fine Per resident Per day	Calculated Fine = Per day	Initial Fine Assessment
183b	II	48	\$5	\$240	<u>\$1,920</u>

Total Fine Assessment for period February 2, 2012 through February 9, 2012 = \$1,920.

Mr. Howard Lavin

2

The enclosed Invoice for Personal Care Home Fine specifies the total amount of the fines for the period following the Department's notice of intent to assess a fine. The invoice is payable within 30 days from the mailing date of this letter. The fines will continue to accumulate and will be recalculated at the end of each month until all violations are fully corrected. You must notify the Department's Regional Adult Residential Licensing office in writing as soon as each violation is fully corrected and submit written documentation of each correction. Even if you pay the full amount of this invoice, fines will continue to accumulate for each violation until you have provided written notice of full correction and the Department has verified that the violations are fully corrected.

In accordance with §2600.268 (relating to notice of violations), the personal care home administrator shall immediately post this written notice in a conspicuous and public place in the home, if this notice includes a Class II violation

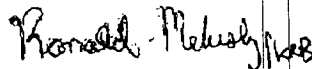
If you disagree with the decision to assess a fine, you have the right to appeal through hearing before the Bureau of Hearings and Appeals, Department of Public Welfare in accordance with 1 Pa.Code Part II, Chs. 31-35 and 62 P.S. §1086(f). If you decide to appeal, a written request for an appeal with a check made payable to the "Commonwealth of Pennsylvania" for the total monthly fine amount or \$500, whichever is less, must be received within 30 days of the mailing date of this letter by:

Anita Shafer, Unit Supervisor  
Bureau of Financial Operations  
Financial Reporting and Payments Section  
Department of Public Welfare  
Forum Place, 1<sup>st</sup> Floor  
555 Walnut Street  
Harrisburg, Pennsylvania 17101

This decision to assess a fine is final 31 days from the date of this letter, or if you decide to appeal, upon issuance of a decision by the Bureau of Hearings and Appeals.

If you have any questions regarding this invoice please contact Kevin Brumbach, Adult Residential Licensing, at 717-783-3670.

Sincerely,



Ronald Melusky  
Director

Enclosure  
Personal Care Home Fine Invoice

# Personal Care Home Invoice

PA Department of Public Welfare  
 Bureau of Financial Operations  
 Financial Reporting and Payment Section  
 Forum Place, 1st Floor  
 555 Walnut Street, Harrisburg, PA 17101  
 Fax: 717-772-2501

**Assessment #:** S00062  
  
**Invoice Date:** FEB 16 2012

**Bill To:**

Manor Personal Care, Inc.  
 6730 Tabor Avenue  
 Philadelphia, PA 19111

Re: Tabor Manor  
 6730 Tabor Avenue  
 Philadelphia, PA 19111

**Contact Name**    Howard Lavin

**License Number**    11698

Fine/Appeal	Description - 55 Pa.Code § 2600.	From:	To:	Fine Imposed	Line Total
Class II	183b	2/2/2012	2/9/2012	\$1,920.00	\$1,920.00
				<b>Invoice Total</b>	<b>\$1,920.00</b>

Please remit this portion with payment to ensure proper credit

Manor Personal Care, Inc.  
 6730 Tabor Avenue  
 Philadelphia, PA 19111

**Assessment #:** S00062

Re: Tabor Manor  
 6730 Tabor Avenue  
 Philadelphia, PA 19111

**Please make checks payable to:**  
**Commonwealth of Pennsylvania**  
**Remit to:**  
**Bureau of Financial Operations**  
**Forum Place, 1st Floor**  
**555 Walnut Street**  
**Harrisburg, PA 17101**  
**Attn: Anita Shafer**

Total Due    \$1,920.00

Payment Enclosed

cc: file - Open Fines

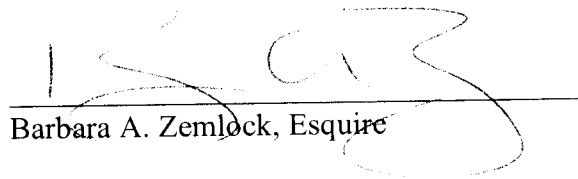
**CERTIFICATE OF SERVICE**

The undersigned hereby certifies that a true and correct copy of the foregoing document was served on in the manner indicated below:

**Via Hand Delivery:**

Anita Schaffer, Unit Supervisor  
Bureau of Financial Operations  
Financial Reporting and Payments Section  
Department of Public Welfare  
Forum Place, 1<sup>st</sup> Floor  
555 Walnut Street  
Harrisburg, PA 17101  
*(w/required check)*

Office of Legal Counsel  
Department of Public Welfare  
Health & Welfare Building, 3<sup>rd</sup> Floor  
7<sup>th</sup> & Forester Streets  
P.O. Box 2675  
Harrisburg, PA 17105

  
Barbara A. Zemlock, Esquire

Date: 2/28/2012