pennsylvania
DEPARTMENT OF PUBLIC WELFARE

APR 30 2013

Mr. Frank Wentzel, Executive Director
Community Specialists Corporation
900 Agnew Road
Pittsburgh, Pennsylvania 15227

RE: The Academy – Sanction Unit/Residential Program
2200 Sleepy Hollow Road
Library, Pennsylvania 15129
License # 435120

Dear Mr. Wentzel:

As a result of the Department of Public Welfare's (Department) licensing inspection on February 20, 2013, February 21, 2013 and February 22, 2013 of the above-named facility, the violations with 55 Pa.Code Ch. 3800 (relating to Child Residential and Day Treatment Facilities) specified on the enclosed Licensing Inspection Summary were found.

All violations specified on the enclosed Licensing Inspection Summary must be corrected by the dates specified on the Licensing Inspection Summary and continued compliance with 55 Pa.Code Ch. 3800 must be maintained.

A regular license is being issued based on the enclosed Licensing Inspection Summary. Your license is enclosed.

Sincerely,

Ronald Melusky
Director

Enclosures
License
Licensing Inspection Summary

COMMONWEALTH OF PENNSYLVANIA
DEPARTMENT OF PUBLIC WELFARE

CERTIFICATE OF COMPLIANCE

This Certificate is hereby granted to **COMMUNITY SPECIALISTS CORPORATION**
LEGAL ENTITY

To operate **THE ACADEMY - SANCTION UNIT/RESIDENTIAL PROGRAM**
NAME OF FACILITY OR AGENCY

Located at **2200 SLEEPY HOLLOW ROAD, LIBRARY, PA 15129**
(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 **Residential Services - Institutional based, dependent & delinquent**
TYPE OF SERVICE(S) TO BE PROVIDED

The total number of persons which may be cared for at one time may not exceed **30**
(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 3800: Child Residential and Day Treatment Facilities
(MANUAL NUMBER AND TITLE OF REGULATIONS)

and shall remain in effect from **May 1, 2013** until **April 21, 2014**,
unless sooner revoked for non-compliance with applicable laws and regulations.

No: 435120

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

VIOLATION REPORT
CHILD RESIDENTIAL LICENSING - 55 Pa.Code Chapter 3800

Facility Name: THE ACADEMY SANCTION UNIT RESIDENTIAL PROGRAM	**License Number:** 436120
Address: 2200 SLEEPY HOLLOW ROAD, LIBRARY, PA 15129	**County:** Allegheny
Director: Frank Wentzel	**Region:** WEST
Legal Entity Name: COMMUNITY SPECIALISTS CORPORATION	
Legal Entity Address: 900 AGNEW ROAD, PITTSBURGH, PA 15227	

Certificate(s) of Occupancy
C-2
09/16/2012
Labor and Industry

Program Type:	**Licensed Capacity:**	**Number of Children Served:**
Residential Services	30	25

Type of Inspection: Full	**BHA Docket Number:**	**Notice:** Announced

Reason(s) for Inspection(s)
Renewal

On-Site Inspections Dates and Department Representatives On-Site
02/20/2013: Marsico, Ashley; Joyce, Kylee; Rodack, Kristen
02/21/2013: Marsico, Ashley; Joyce, Kylee; Majcher, David; Rodack, Kristen
02/22/2013: Marsico, Ashley; Joyce, Kylee; Rodack, Kristen

Off-Site Inspection Dates and Inspectors, if Applicable

Other Details
Partial or Full Triggers: **Random Indicators:**

Child Demographic Data as of Inspection Dates

Age of Children:
0 to 5 years: 0
6 to 13 years: 0
14 to 17 years: 17
18 to 21 years: 8

Number of Children who:
Are Adjudicated Delinquent: 25
Are Dependent: 0
Have Mental Illness: 0
Have an Intellectual Disability: 0
Have a Physical Disability: 0

Licensing Inspection Summary: 43512 - 02/20/2013 - Marsico, Ashley
Facility Name: THE ACADEMY SANCTION UNIT RESIDENTIAL PROGRAM

1. REGULATION 55 Pa.Code §3800
3800.132(c) - A written fire drill record shall be kept of the date, time, the amount of time it took for evacuation, the exit route used, the number of children in the facility at the time of the drill, problems encountered and whether the fire alarm or smoke detector was operative.

2a. DESCRIPTION OF VIOLATION
Fire drill records do not indicate the amount of time it took for evacuation in minutes and seconds, or whether the fire alarm or smoke detector was operative.

3. PLAN OF CORRECTION (POC) (Attach pages as necessary. Remember that you must sign and date any attached pages.)
Include steps to correct the violation described above and steps to prevent a similar violation from occurring again. If steps cannot be completed immediately, include dates by which the steps will be completed.

Effective February 24, 2013 fire drills are now documented in minutes and seconds. Also, our log sheets have been modified to include a section that will indicate whether the fire alarm was operative. The most recent fire drills conducted utilizing the new procedures are attached to this plan of correction.

5/11/13 All staff persons completing the fire drill record will be educated on the required information for the fire drill record. BB 4/11/13

Repeat Violation: No	Date(s) of Previous Violation(s):			

Signature of Legal Entity Representative (Required on EVERY Page)

Printed Name and Title of Legal Entity Representative (Required on EVERY Page) Frank Wentzel, Executive Director

Date March 18, 2013

DEPARTMENT USE ONLY - FACILITIES MAY NOT WRITE BELOW THIS LINE!

The above plan of correction is approved as of 4/11/13 (Date)

The above plan of correction was approved by BB (Initials)

Plan of correction implementation status as of 4/11/13 (Date)

- ☐ Fully Implemented
- ☒ Partially Implemented - Adequate Progress
- ☐ Partially Implemented - Inadequate Progress
- ☐ Not Implemented

Licensing Inspection Summary: 43512 - 02/20/2013 - Marsico, Ashley
Facility Name: THE ACADEMY SANCTION UNIT RESIDENTIAL PROGRAM

1. REGULATION 55 Pa.Code §3800

3800.141(c) - The assessment shall include the following:

(1) Medical information and health concerns such as allergies; medications; immunization history; hospitalizations; medical diagnoses; medical problems that run in the family; issues experienced by the child's mother during pregnancy; special dietary needs; illnesses; injuries; dental, mental or emotional problems; body positioning and movement stimulation for children with disabilities, if applicable; and ongoing medical care needs.

(2) Known or suspected suicide or self-injury attempts or gestures and emotional history which may indicate a predisposition for self-injury or suicide.

(3) Known incidents of aggressive or violent behavior.

(4) Substance abuse history.

(5) Sexual history or behavior patterns that may place the child or other children at a health or safety risk.

2a. DESCRIPTION OF VIOLATION

Resident #1's health and safety assessment dated 5-16-2012 did not indicate medical problems that run in the family, issues experienced by the child's mother during pregnancy, dietary needs, or dental problems.

Resident #2's health and safety assessment dated 10-31-2012 did not indicate medical problems that run in the family, issues experienced by the child's mother during pregnancy, dietary needs, or dental problems.

Resident #3's health and safety assessment dated 9-20-2012 did not indicate medical problems that run in the family, issues experienced by the child's mother during pregnancy, dietary needs, or dental problems.

3. PLAN OF CORRECTION (POC) (Attach pages as necessary. Remember that you must sign and date any attached pages.)
Include steps to correct the violation described above and steps to prevent a similar violation from occurring again. If steps cannot be completed immediately, include dates by which the steps will be completed.

The revised Medical Health & Safety Assessment, along with the Personal Safety Plan-Phase I, was implemented on January 8, 2013 as a result of changes made to the forms at The Summit Academy (copies of both forms are attached to this corrective action plan.) They will be completed for all students within 24 hours of their arrival.

5/11/13 All staff persons completing health and safety assessments will be educated on the required information for health and safety assessments. BB 4/11/13

Repeat Violation: No	Date(s) of Previous Violation(s):			

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Printed Name and Title of Legal Entity Representative (Required on EVERY Page) Frank Wentzel, Executive Director

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Licensing Inspection Summary: 43512 - 02/20/2013 - Marsico, Ashley
Facility Name: THE ACADEMY SANCTION UNIT RESIDENTIAL PROGRAM

1. REGULATION 55 Pa.Code §3800
3800.143(d) - The health examination shall be completed, signed and dated by a licensed physician, certified registered nurse practitioner or licensed physician's assistant. Written verification of completion of each health examination, date and results of the examination, the name and address of the examining practitioner and follow-up recommendations made, including each component, shall be kept in the child's record.

2a. DESCRIPTION OF VIOLATION
Resident #1's health examination dated 5-31-2012 did not indicate the name and address of the examining practicioner.

Resident #2's health examination dated 11-13-12 did not indicate the name and address of the examining practicioner.

Resident #3's health examination dated 9-26-2012 did not indicate the name and address of the examining practicioner.

3. PLAN OF CORRECTION (POC) (Attach pages as necessary. Remember that you must sign and date any attached pages.)
Include steps to correct the violation described above and steps to prevent a similar violation from occurring again. If steps cannot be completed immediately, include dates by which the steps will be completed.

Stamps have been ordered for the physicians completing these exams that include their name, address and phone number. The stamps were received and implemented on 3/7/13. In addition, we have gone back and added this information on all Assessments completed prior to the implementation of the stamp.

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(Required on EVERY Page)

Printed Name and Title of Legal Entity Representative
(Required on EVERY Page) Frank Wentzel, Executive Director

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Licensing Inspection Summary: 43512 - 02/20/2013 - Marsico, Ashley
Facility Name: THE ACADEMY SANCTION UNIT RESIDENTIAL PROGRAM

1. REGULATION 55 Pa.Code §3800
3800.143(e) - The health examination shall include: (1) - (15)

2a. DESCRIPTION OF VIOLATION
Resident #2's health examination dated 11-13-2012 did not include immunizations.

Resident #3's health examination dated 9-26-2012 did not include immunizations.

Resident #4's health examination dated 2-18-2013 did not include immunizations.

3. PLAN OF CORRECTION (POC) (Attach pages as necessary. Remember that you must sign and date any attached pages.)
Include steps to correct the violation described above and steps to prevent a similar violation from occuring again. If steps cannot be completed immediately, include dates by which the steps will be completed.

Our Executive Secretary now has access to the Public Health Information System's website which houses all immunization records. Effective March 1, these will be printed and placed in the students medical file on the date of a students arrival to program.

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Printed Name and Title of Legal Entity Representative (Required on EVERY Page) Frank Wentzel, Executive Director

Date March 18, 2013

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Licensing Inspection Summary: 43512 - 02/20/2013 - Marsico, Ashley 2013
Facility Name: THE ACADEMY SANCTION UNIT RESIDENTIAL PROGRAM

1. REGULATION 55 Pa.Code §3800
3800.144(b) - A child who is 3 years of age or older shall have a dental examination performed by a licensed dentist and teeth cleaning performed by a licensed dentist or dental technician at least semiannually. If a child has not had a dental examination and teeth cleaning within 6 months prior to admission, a dental examination and teeth cleaning shall be performed within 30 days after admission.

2a. DESCRIPTION OF VIOLATION
Resident #2 was admitted 10-31-2012 and has not had a dental examination.

3. PLAN OF CORRECTION (POC) (Attach pages as necessary. Remember that you must sign and date any attached pages.)
Include steps to correct the violation described above and steps to prevent a similar violation from occurring again. If steps cannot be completed immediately, include dates by which the steps will be completed.

Dental appointments will be scheduled for all students within their first 30 days of admission. Effective March 2, 2013, if the appointment must be cancelled due to weather, delay in insurance information, etc., their medical file will be notated and a new appointment will be scheduled and documented.

5/11/13 All staff persons involved in the dental examination process will be educated on Chapter 3800.144(b). BS 4/11/13

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Printed Name and Title of Legal Entity Representative (Required on EVERY Page) Frank Wentzel, Executive Director

Date March 18, 2013

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Licensing Inspection Summary: 43512 - 02/20/2013 - Marsico, Ashley
Facility Name: THE ACADEMY SANCTION UNIT RESIDENTIAL PROGRAM

1. REGULATION 55 Pa.Code §3800
3800.146(b) - Each child who is 3 years of age or older shall receive a hearing screening within 30 days after admission in accordance with the periodicity schedule recommended by the American Academy of Pediatrics, "Guidelines for Health Supervision."

2a. DESCRIPTION OF VIOLATION
Resident #3 was admitted 9-19-2012 and had an initial hearing screening dated 1-16-2013.

3. PLAN OF CORRECTION (POC) (Attach pages as necessary. Remember that you must sign and date any attached pages.)
Include steps to correct the violation described above and steps to prevent a similar violation from occurring again. If steps cannot be completed immediately, include dates by which the steps will be completed.

Medical appointments, along with a hearing screening, will be scheduled for all students within their first 30 days of admission. Effective March 2, 2013, if the appointment must be cancelled due to weather, delay in insurance information, etc., their medical file will be notated and a new appointment will be scheduled and documented.

5/11/13 All staff persons involved in the hearing screening process will be educated on Chapter 3800.146(6). BB. 4/11/13

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Date March 18, 2013

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Licensing Inspection Summary: 43512 - 02/20/2013 - Marsico, Ashley
Facility Name: THE ACADEMY SANCTION UNIT RESIDENTIAL PROGRAM

1. REGULATION 55 Pa.Code §3800

3800.149(a) - The facility shall have a written emergency medical plan listing the following:

(1) The hospital or source of health care that will be used in an emergency.
(2) The method of transportation to be used.
(3) An emergency staffing plan.
(4) Medical and behavior health conditions or situations under which emergency medical care and treatment are warranted.

2a. DESCRIPTION OF VIOLATION

The facility's emergency medical plan did not indicate the hospital or source of health care that will be used in an emergency, an emergency staffing plan, or medical and behavioral health conditions under which emergency medical care and treatment are warranted.

3. PLAN OF CORRECTION (POC) (Attach pages as necessary. Remember that you must sign and date any attached pages.)

Include steps to correct the violation described above and steps to prevent a similar violation from occurring again. If steps cannot be completed immediately, include dates by which the steps will be completed.

The Emergency Plan has been updated to include this information on March 7, 2013. Attached is a copy of our revised Safety & Emergency Procedures document.

Repeat Violation: No	Date(s) of Previous Violation(s):			

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Printed Name and Title of Legal Entity Representative (Required on EVERY Page) Frank Wentzel, Executive Director

Date March 18, 2013

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Plan of correction implementation status as of 4/11/13 (Date)

- [x] Fully Implemented
- [ ] Partially Implemented - Adequate Progress
- [ ] Partially Implemented - Inadequate Progress
- [ ] Not Implemented

RECEIVED

APR 11 2013

WEST REGION FIELD OFFICE
Human Services Licensing

Licensing Inspection Summary: 43512 - 02/20/2013 - Marsico, Ashley
Facility Name: THE ACADEMY SANCTION UNIT RESIDENTIAL PROGRAM

1. REGULATION 55 Pa.Code §3800
3800.151 - A staff person or volunteer who comes into direct contact with the children or who prepares or serves food, shall have a statement signed and dated by a licensed physician, certified registered nurse practitioner or licensed physician's assistant, within 12 months prior to working with children or food service and every 2 years thereafter, stating that the person is free of serious communicable disease that may be spread through casual contact or that the staff person has a serious communicable disease that may be spread through casual contact but is able to work in the facility if specific precautions are taken that will prevent the spread of the disease to children.

2a. DESCRIPTION OF VIOLATION
Staff Person A had health examinations dated 2-14-2010 and 2-19-2013.

3. PLAN OF CORRECTION (POC) (Attach pages as necessary. Remember that you must sign and date any attached pages.)
Include steps to correct the violation described above and steps to prevent a similar violation from occurring again. If steps cannot be completed immediately, include dates by which the steps will be completed.

It is the Academy's policy to have a new health statement signed and dated by a physician completed on all employees every two years. We will work to implement this policy more effectively so an error of this nature does not occur. Our actual policy is listed below.

All Academy employees will receive a physical every other year. The Human Resources Department will run a monthly check on employees to determine those employees who are due to receive an updated physical that month. This information will be communicated to employees and their supervisors.

If an employee does not get the completed physical on a timely basis, they will be removed from working with children until the physical is completed.

Repeat Violation: No	Date(s) of Previous Violation(s):			

Signature of Legal Entity Representative (Required on EVERY Page)

Printed Name and Title of Legal Entity Representative (Required on EVERY Page) Frank Wentzel, Executive Director

Date Apr. 11, 2013 March 18, 2013

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Plan of correction implementation status as of 4/11/13 (Date)

- [x] Fully Implemented
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Licensing Inspection Summary: 43512 - 02/20/2013 - Marsico, Ashley
Facility Name: THE ACADEMY SANCTION UNIT RESIDENTIAL PROGRAM

1. REGULATION 55 Pa.Code §3800
3800.253 - Written emergency evacuation procedures and an evacuation diagram specifying directions for egress in the event of an emergency shall be posted in a conspicuous place.

2a. DESCRIPTION OF VIOLATION
The facility did not have written emergency evacuation procedures posted.

3. PLAN OF CORRECTION (POC) (Attach pages as necessary. Remember that you must sign and date any attached pages.)
Include steps to correct the violation described above and steps to prevent a similar violation from occurring again. If steps cannot be completed immediately, include dates by which the steps will be completed.

Written evacuation procedures were posted in the following locations on Wednesday, March 13, 2013:

1. Sleepy Hollow - On the wall near the time clock; next to the desk at the front post.
2. 1st Floor Charter School - In transportation, under first aid kit.
3. 2nd Floor Charter School - On the wall, across from the elevator.
4. 2nd Floor Diagnostic Unit - On the wall, above the desk, near the center stairwell.
5. 3rd Floor Knight's Unit - On the wall, above the desk, near the elevator.
6. Cafeteria - On the wall, near the phone.
7. Field House - On the wall, near the light switch in the main gym.
8. Basement - On the wall, near the first aid kit.

5/11/13 A designated staff person will monitor the facility monthly to ensure that written emergency evacuation procedures are posted. BB 4/11/13

Repeat Violation: No	Date(s) of Previous Violation(s):			

Signature of Legal Entity Representative (Required on EVERY Page)

Printed Name and Title of Legal Entity Representative (Required on EVERY Page) Frank Wentzel, Executive Director

Date March 18, 2013

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The above plan of correction was approved by BB (Initials)

Plan of correction implementation status as of 4/11/13 (Date)

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- ☐ Partially Implemented - Inadequate Progress
- ☐ Not Implemented