

Ms. Deborah Oleniacz, Administrator
Alexandria Manor of Allentown, Inc.
Alexandria Manor
1 South New Street
Nazareth, Pennsylvania 18064

APR 1 1 2014

Dear Ms. Oleniacz:

Thank you for your request for a waiver of 55 Pa.Code Ch. 2600 (relating to personal care homes). You have requested a waiver of 55 Pa.Code § 2600.54(a) (relating to qualifications for direct care staff persons) for [REDACTED]

Your request for waiver is being returned for additional information. The purpose of § 2600.54(a) is to assure qualified staff provide services to personal care home residents. The direct care staff members of the personal care home must be able to understand and meet the personal care home licensing regulations.

According to the documentation submitted, [REDACTED] is in the process of obtaining her high school transcripts and that her educational institution requires a written request and can take up to 45 days to process. However, no supporting documentation (such as a letter or notice from the educational institution) was submitted with the waiver request. Until [REDACTED] can obtain her transcript, the Department of Public Welfare encourages [REDACTED] to seek educational testing and to then re-submit documentation substantiating her assessed educational level.

Other possible alternatives to the GED/non-US high school education which may be considered through the waiver process include:

1. An individual may complete the English Literacy portion of the GED.
2. An individual may complete the Test for Basic Adult Level of Education (TABE) or the Comprehensive Adult Student Assessment System (CASAS). A grade level equivalency of 12.9 on the TABE or CASAS is needed in order to be recognized as a literacy alternative to a US diploma; the documentation will indicate that the individual has "completed adult secondary education".
3. An individual may seek literacy testing through a careerlink or job placement service center.

If you have any questions regarding the waiver process, you may contact the Operator Support Hotline at telephone number (866) 503-3926.

Sincerely,

A handwritten signature in cursive script that reads "Tara Pride". The signature is written in black ink and is positioned above the printed name and title.

Tara Pride
Director of Regulatory Implementation