



pennsylvania
DEPARTMENT OF HUMAN SERVICES

Mr. Brian Hortert, CEO
Ms. Jill S. Treglia, Administrator
Concordia Lutheran Ministries of Pittsburgh
1300 Bower Hill Road
Pittsburgh, Pennsylvania 15243

MAR 04 2015

RE: Concordia of Franklin Park
1600 Georgetown Drive
Sewickley, Pennsylvania 15143
License #: 443630

Dear Mr. Hortert and Ms. Treglia:

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] received a diploma from the Board of Intermediate and Secondary Education in Faisalabad. The submitted documentation did not contain a three-year transcript which lists the specific courses taken to earn the diploma or degree (including dates of completion). The Department of Human Services encourages [REDACTED] to seek educational testing and to then re-submit documentation substantiating [REDACTED] 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.
4. A three-year transcript which lists the specific courses taken to earn the diploma or degree (including dates of completion).

5. Documentation from a credential evaluation service recognized by the Pennsylvania Department of Education substantiating [REDACTED] education. A list of recognized service providers is located at www.naces.org/members.htm.

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 black ink that reads "Tara Pride". The signature is written in a cursive style with a large initial 'T'.

Tara Pride
Director of Regulatory Implementation