pennsylvania
DEPARTMENT OF HUMAN SERVICES

Jennifer McClaren, CEO
Adelphoi Village, Inc.
1119 Village Way
Latrobe, PA 15650

JUL 16 2019

RE: Williams
521 Municipal Drive
Duncansville, PA 16635
License #: 318370

Dear Jennifer McClaren:

As a result of the Department of Human Services' annual licensing inspection on May 28-30, 2019, of the above facility, the violations with 55 Pa. Code Ch. 3800 specified on the enclosed License Inspection Summary were found.

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

Sincerely,

Amy Grippi

Amy Grippi
Acting Deputy Secretary

Enclosure
Licensing Inspection Summary

LICENSING/APPROVAL/REGISTRATION INSPECTION SUMMARY

NAME OF AGENCY/FACILITY: Adelphoi Village, Inc. – Williams License #: 318370				TELEPHONE: (814)-695-5076	OCYF REGIONAL STAFF APPROVAL	DATE
ADDRESS: 521 Municipal Drive Duncansville, PA 16635				COUNTY: Blair	Sara N Harris	7/3/19
INSPECTED BY: Sara Harris, Jessica Brown, Emily Trantham, Lestia Fetzer				INSPECTION DATE(S): 05/28/2019, 05/29/2019, 05/30/2019	Diana Yost	7-3-19
INITIAL INSPECTION	RENEWAL INSPECTION	COMPLAINT	UNANNOUNCED INSPECTION	RANDOM SAMPLE	Gabi Mc	7/3/19
	X					

The Department of Human Services conducted an Annual Licensing Inspection of Adelphoi Village – Williams on May 28-30, 2019, for the licensing year extending from 09/01/2018 to 09/01/2019. During the inspection Departmental staff reviewed 1 of 1 newly hired personnel record, 16 of 16 tenured personnel records, and 2 of 21 child records. Departmental staff reviewed all pre-inspection documents, including fire drills, to measure compliance. During the inspection a physical site walkthrough was conducted. 2 children and 2 staff members were interviewed.

The following areas of non-compliance were noted:

1. 55 PA CODE CHAPTER	2. NON-COMPLIANCE AREA	3. CORRECTION REQUIRED	4. REQUIRED CORRECTION DATE	5. PROVIDER'S PLAN OF CORRECTION OR RESPONSE	6. STATUS OF CORRECTION
3800.58(d)	In 3 of 16 tenured personnel records reviewed, the following was found regarding personnel training: For the personnel hired on 8/14/2014 only 32 hours of the required 40 hours of annual training was completed. For the personnel hired on 8/10/2015 only 36 hours of the required 40 hours of annual training was	After initial training, the director and each full-time, part-time and temporary staff person, who will have regular and significant direct contact with children, shall have at least 40 hours of training annually relating to the care and management of children. This requirement for annual training does not apply for the initial year of employment. The agency shall identify the staff position responsible to	The agency is required to come into compliance with this requirement immediately and ongoing.	As of November 2018, Adelphoi Village has implemented an auto-enrollment process of trainings, which also includes the required trainings that every staff member must attend each year. This ensures that staff members will not miss trainings and will also ensure that they receive the training hours necessary per year. Lastly, Human Resources sends out a monthly notification the Unit Director noting any staff members who are due for Trainings by 30 days, 60 days and 90 days to ensure timely Trainings occur.	PLAN ACCEPTED 7-3-19 DLY

	completed. For the personnel hired on 11/19/2015 only 38 hours of the required 40 hours of annual training was completed.	monitor and ensure compliance.		Once a staff member is listed as due within a certain timeframe, the Unit Director then signs them up for training through the Training Database to ensure all trainings are timely and complete. This process supports and is a quality assurance to the auto-enrollment. The Unit Director is responsible for monitoring and ensure compliance.	
3800.58(e)	In 1 of 16 tenured personnel records reviewed, the personnel hired on 6/8/2015 had training completed in first aid, Heimlich techniques and cardiopulmonary resuscitation on 2/19/2016 and another training was not completed until 3/12/2018.	Each staff person who will have regular and significant direct contact with children, shall complete training in first aid, Heimlich techniques and cardiopulmonary resuscitation at least every year. If a staff person has a formal certification from a recognized health care organization which is valid for more than 1 year, retraining is not required until expiration of the certification. The agency shall identify the staff position responsible to monitor and ensure compliance.	The agency is required to come into compliance with this requirement immediately and ongoing.	As of November 2018, Adelphoi Village has implemented an auto-enrollment process of trainings, which also includes the required trainings that every staff member must attend each year. This ensures that staff members will not miss trainings and will also ensure that they receive the training hours necessary per year. Lastly, Human Resources sends out a monthly notification the Unit Director noting any staff members who are due for Trainings by 30 days, 60 days and 90 days to ensure timely Trainings occur. Once a staff member is listed as due within a certain timeframe, the Unit Director then signs them up for training through the Training Database to ensure all trainings are timely and complete. This process supports and is a quality assurance to the auto-enrollment. The Unit Director is responsible for monitoring and ensure compliance.	PLAN ACCEPTED 7-3-19
3800.188(a)	In 1 of 16 tenured personnel records reviewed, the personnel hired on 12/14/2015 had medication administration training that	A staff person who has completed and passed a Department-approved medications administration course within the past 2 years	The agency is required to come into compliance with this requirement	As of June 2019, Adelphoi Village has implemented a monthly notification procedure that will now be submitted to the Unit Directors by the Director of Nursing indicating the staff members that	

	was last completed on 3/1/2017.	is permitted to administer oral, topical and eye and ear drop prescription medications and epinephrine injections for insect bites. The agency shall identify the staff position responsible to monitor and ensure compliance.	immediately and ongoing.	are due for medication observations and MAR reviews. This procedure will help ensure that timely documentation is completed and submitted regularly so that there are no errors or missing documentation. The Unit Director is responsible for monitoring and ensure compliance.	PLAN ACCEPTED 7-3-19

THE LEGAL ENTITY REPRESENTATIVE MUST COMPLETE COLUMN 5, SIGN ON THE SIGNATURE LINE AT THE BOTTOM AND DATE ALL PAGES OF THIS DOCUMENT. RETURN THIS ENTIRE DOCUMENT WHEN COMPLETED TO YOUR REGIONAL OFFICE NO LATER THAN: 07/05/2019

	Director of Quality Assurance
SIGNATURE OF LEGAL ENTITY REPRESENTATIVE	TITLE
July 3, 2019	724-804-7004
DATE	TELEPHONE NUMBER