



pennsylvania

DEPARTMENT OF HUMAN SERVICES

8/14/2020

Adelphoi Village
1119 Village Way
Latrobe, Pa 15650

RE: Middle Creek I
1114 Village Way,
Latrobe, Pa 15650
License # 473050

Dear Mr. Mortimer,

As a result of the Pennsylvania Department of Human Services, Office of Children Youth and Families, ("Department") review on 8/07/2020 of the above facility, we have determined that your submitted plan of correction is fully implemented. Continued compliance must be maintained

Sincerely,

Tiana Jordan
Human Services Program Representative
Office of Children, Youth and Families

CC: Western Region OCYF

Department of Human Services
Office of Children, Youth and Families
LICENSING/APPROVAL/REGISTRATION INSPECTION SUMMARY
55 PA.CODE CHAPTER 3800

Agency/Facility Information

Name: MIDDLE CREEK I
Address: 1114 VILLAGE WAY,, LATROBE, PA 15650
Phone: 7248047260

License #: 47305
County: WESTMORELAND

Inspection Information

Start Date: 02/24/2020 End Date: 02/27/2020 Type: Renewal Notice: Announced Visit

Inspector(s):

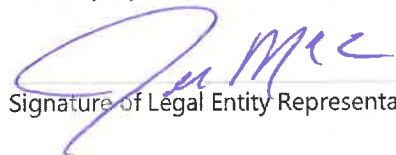
Tiana Jordan, Gregory Holts, Keith Witt, Erin Bauer, Tammy Veverka, Tamara Harrell, John Zubryd, Missy Zakraysek, Rebecca Lewandowski, Alicia Clark, Bonnie Studor

Inspection Narrative

The Department of Human Services, Office of Children, Youth and Families, Western Region (Department) conducted an annual licensing inspection of Adelphoi Village, Inc., Middle Creek I, on 2/24/2020 through 2/27/2020 for licensing year 6/02/2020 to 6/02/2021. During the inspection, the Department reviewed: 10% of the resident files, including files of discharged residents, and the personnel files of all employees. The resident files were noted to be meet all state and federal regulations and statutes. During review of the personnel files, the Department identified one file did not contain documentation to verify the employee's education. This will result in a regulatory citation and is further outlined below. A physical site inspection was completed, and there were no regulatory concerns observed. The Department interviewed two residents and a staff member during the inspection. One resident reported he had been involved in several restrictive procedures and explained the restraints were warranted because he was "out of control". He explained he has visitation with his family on a regular basis, and he expressed he is getting the help he needs from the staff. The other resident discussed the benefits of the program, and he expressed he felt safe but was also prepared for anything to happen with the population of youth. He reported he would recommend this program to others who needed this type of specialized setting. The staff member discussed how he managed the last restrictive procedure with a resident and emphasized the importance of using de-escalation techniques and spatial awareness.

Signature

The legal entity representative must complete the "Provider's Plan of Correction or Response," sign on the signature line below and date all pages of this document. Return this entire document when completed to your Regional Office no later than 06/08/2020.


Signature of Legal Entity Representative

6-8-2020

Date

Jennifer McClaren, RHIA
Name of Legal Entity Representative

Director of Quality Assurance
Title

724/804-7004
Telephone Number

3800.55 Child Care Worker

1. 55 PA Code Chapter

3800.55.g. The child care worker shall have a high school diploma or general education development certificate.

Area of Non-Compliance

During review of the personnel files, the Department was unable to locate documentation to verify Staff person A possessed a high school diploma or General Education Development certificate.

Provider's Plan of Corrective Action or Response

Please see attachment for plan of correction

POC Accepted

Status of Correction:

On 8/7/2020, the POC was verified and has been fully implemented

ADL

[Signature]
Date: *8-8-2020*

OCYF Regional Staff Approval

Signature



Date

6-15-2020

Signature



Date

9/4/20

Signature



Date

11/30/2020

Middle Creek I (#473050)

Staff person's educational information was submitted for verification of degree/diploma on 3/6/2020.

The following procedure was implement since the renewal inspection:

- Beginning in March of 2020, Adelphoi contracted with Justifacts to obtain background/screening documents including education verification.
- Upon offer, the new hire will be sent a link to Justifacts that grants permission to obtain the education verification. If the new hire does not respond within 24 hours, the Human Resource Department prompts the new hire to enroll in Justifacts
- Justifacts attempts to obtain verification. If Justifacts is not able to obtain verification, they will notify Human Resource Department. At that time, Human Resource Department works on the verification process for educational records. E-mail and phone contact reminders are done on a weekly basis.
- Should the new employee not obtain the information within a month of hire a suspension will be warranted.
- The Human Resource Department is responsible for monitoring and ensure compliance.
- The Human Resources Assistant reviewed a new hire for Middle Creek I and three random new hires from 2020 to ensure the implemented procedure was being upheld.

[REDACTED]
Date Of Offer – 2/17/2020

Date of Hire – 3/9/2020

Viewed original High School Diploma on 3/9/2020 with copy placed in his file on 3/9/2020

[REDACTED]
Date Of Offer – 4/2/2020

Date of Hire – 4/20/2020

Viewed High School Diploma on 4/20/2020 with copy was placed in his file on 4/20/2020)

[REDACTED]
Date of Offer – 4/15/2020

Date of Hire – 4/27/2020

Original Official Transcripts listing Bachelor's degree obtained and placed in his file 4/27/2020

[REDACTED]
Date of Offer – 4/6/2020

Date of Hire – 4/20/2020

Original Official Transcripts listing Associates degree obtained and placed in his file 4/20/2020

Plan Accepted

8/14/2020

Middle Creek I (473050)

On 8/7/2020 the Department went to Adelphoi Village to complete a POC follow-up. While on-site the Department discussed the new process Adelphoi will use to verify education. The agency will use Justifacts to confirm staff's qualifications. If Justifact cannot confirm staff's qualifications HR will take over. If HR cannot confirm their qualification within a month the staff will be suspended. The department reviewed a new staff and was able to confirm their review.

Tiana Jordan

A handwritten signature in black ink, appearing to be 'TJ' or 'Tiana Jordan'.

POC verification