Department of Human Services
Office of Children, Youth and Families

August 25, 2020

MARK MORTIMER, ADMINISTRATOR
ADELPHOI VILLAGE, INC.
1119 VILLAGE WAY
LATROBE, PA, 15650

RE: WILLIAMS
521 MUNICIPAL DRIVE
DUNCANSVILLE, PA, 16635
LICENSE/COC#: 31837

Dear Mr. Mortimer,

As a result of the Pennsylvania Department of Human Services, Office of Children, Youth and Families licensing inspections on 07/13/2020 through 07/15/2020 of the above facility, the citations specified on the enclosed Licensing Inspection Summary (LIS) were found.

We have determined that your plan of correction is: Acceptable

All citations specified on the plan of correction must be corrected by the dates specified on the License Inspection Summary (violation report) and continued compliance with Department statutes and regulations must be maintained.

Sincerely,
Diana Yost

Enclosure
Licensing Inspection Summary (LIS)

cc: Pennsylvania Office of Children, Youth and Families

Department of Human Services
Office of Children, Youth and Families

LICENSING INSPECTION SUMMARY

55 PA.CODE CHAPTER 3800

Agency/Facility Information

Name: *WILLIAMS*
License Number: *31837*
Address: *521 MUNICIPAL DRIVE, DUNCANSVILLE, PA 16635*
License Expiration: *09/01/2021*
County: *BLAIR* **Phone:** *7248047000*

Inspection Information

Start Date: *07/13/2020* **End Date:** *07/15/2020* **Type:** *Renewal* **Notice:** *Announced Visit*
Inspector(s): *Melissa Weaver, Jessica Brown*

Inspection Narrative

The Department of Human Services conducted an Annual Licensing Inspection of Adelphoi-Williams on July 13-15, 2020 for the licensing year extending from 09/01/2019 to 09/01/2020. During the inspection, Departmental Staff reviewed 6 of 6 newly hired personnel records, 2 of 13 tenured personnel records, and 2 of 27 child records. Departmental Staff reviewed all pre-inspection documents, including fire drills, to measure compliance. During the inspection, a physical site walk through was conducted. 2 staff members and 2 children were interviewed.

Inspections / Reviews

07/13/2020 - Renewal

Lead Inspector: *Melissa Weaver* **Follow-Up Type:** *POC Submission* **Follow-Up Date:** *08/21/2020*

8/25/2020 - POC Submission

Lead Reviewer: *Diana Yost* **Follow-Up Type:** *Document Submission* **Follow-Up Date:** *09/25/2020*

Melissa Weaver 8/25/2020

Diana Yost 8/25/2020

Gabi Williams 08/25/2020

3800.144 Dental Care

1. Requirements

3800.144. Dental care.

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.

Description of Violation

In 1 of 2 child records reviewed. Child #2 was admitted on 6/28/2019 and the only dental examination located in the record was completed on 6/20/2018.

The agency shall develop a plan to assure that this mandate is being met. The plan shall identify the staff position responsible for monitoring and ensuring regulatory compliance.

Plan of Correction **Accept**

The Director of Quality Assurance and Unit Director reviewed the current process within the unit to identify a root cause for the citation. The findings of the review was with documentation on the transfer between units. The dental appointment was not listed on the transfer form. Other appointments were listed on this form. The form asks for general appointments but does not list out specific appointments.

The following procedure will be followed in regard to this area of non-compliance:

- The transfer of care form was revised to include specific appointments needed for any client with a general other category.

- This form was reviewed and approved by the Information Management Committee on August 15, 2020

- The Unit Director will review this form at the next team meeting on August 25, 2020. Meeting minutes will be sent to the Compliance Caseworker for review.

- The Unit Director will review the process in clinical supervision with the Clinical Coordinator on August 20, 2020. Supervision notes will be sent to the Compliance Caseworker for review.

- The Compliance Caseworker will review the next 3 clients transferred to Williams to ensure the revised form was used and the appointments were scheduled and within the timeframe needed. Any concerns will be addressed with and by the Vice President of Residential Services

- The Unit Director is responsible for monitoring and ensure compliance.

Completion Date: *08/26/2020* Plan Accepted 8/25/2020 DY