pennsylvania
DEPARTMENT OF HUMAN SERVICES

June 21, 2021

Jonathan Swatsburg, CEO
Cornell Abraxas Group, Inc.
2840 Liberty Avenue, Suite 300
Pittsburgh, PA 15222

RE: Leadership Development Program
PO Box 354
10058 South Mountain Road, Building #6
South Mountain, PA 17261
License #: 355310

Dear Mr. Swatsburg:

As a result of the Pennsylvania Department of Human Services, Office of Children Youth and Families, licensing review on June 14, 2021, of the above facility, we have determined that your submitted plan of corrections is fully implemented. Continued compliance must be maintained.

Sincerely,

Jessica Brown (JBK)
Jessica Brown
Program Representative

Enclosure
Licensing Inspection Summary

Cc: Leadership Development Program
Attn: Craig Schmidt

Department of Human Services
Office of Children, Youth and Families

LICENSING INSPECTION SUMMARY

55 PA.CODE CHAPTER 3800

Agency/Facility Information

Name: *LEADERSHIP DEVELOPMENT PROGRAM*
License Number: *35531*
Address: *10058 S. MOUNTAIN RD., BLDG. 6, SOUTH MOUNTAIN, PA 17261*
License Expiration: *08/01/2021*
County: *FRANKLIN* **Phone**: *4122084000*

Inspection Information

Start Date: *04/06/2021* **End Date**: *04/08/2021* **Type**: *Renewal* **Notice**: *Announced Visit*
Inspector(s): *Jessica Brown, Melissa Weaver and Sara Harris*

Inspection Narrative

The Department of Human Services conducted an Annual Licensing Inspection of Abraxas Leadership Development Program, male unit, from April 6, 2021 through April 8, 2021 for the licensing year extending from August 1, 2020 through August 1, 2021. During the inspection, Departmental staff reviewed 5 of 114 child records, 31 of 31 newly hired personnel records, and 5 of 142 tenured personnel records. Departmental staff reviewed all pre-inspection materials, including fire drills, to measure compliance. During the inspection, a physical site walkthrough was conducted. 2 staff members and 2 children were interviewed.

The following area of noncompliance was noted:

Inspections / Reviews

04/06/2021 - Renewal

Lead Inspector: *Jessica Brown* **Follow-Up Type**: *POC Submission* **Follow-Up Date** *05/10/2021*

5/14/2021 - POC Submission

Lead Reviewer: *Diana Yost* **Follow-Up Type**: *On-site Verification*

3800.52 Staff Hiring, Retention and Utilization

1. Requirements

3800.52. Staff hiring retention and utilization shall be in accordance with 23 Pa.C.S. § § 6301—6385 (relating to the Child Protective Services Law) and Chapter 3490 (relating to protective services).

Description of Repeat Violation

CPSL 6344.b.
Administrators of child-care services shall require applicants to submit with their applications the following information obtained within the preceding one-year period:
1. Pursuant to 18 Pa.C.S. Ch. 91 (relating to criminal history record information), a report of criminal history record information from the Pennsylvania State Police or a statement from the Pennsylvania State Police that the State Police central repository contains no such information relating to that person. The criminal history record information shall be limited to that which is disseminated pursuant to 18 Pa.C.S. § 9121(b)(2) (relating to general regulations)
2. A certification from the department as to whether the applicant is named in the central register as the perpetrator of a founded report of child abuse, indicated report of child abuse, founded report for school employee or indicated report for school employee
3. A report of Federal criminal history record information. The applicant shall submit a full set of fingerprints in a manner prescribed by the department. The Commonwealth shall submit the fingerprints to the Federal Bureau of Investigation in order to obtain a report of Federal criminal history record information and serve as intermediary for the purposes of this section.

CPSL 6344.(b1).
Required documentation to be maintained and produced.
For the purposes of this subsection, an applicant may submit a copy of the information required under paragraphs (1) and (2) with an application for employment. Administrators shall maintain a copy of the required information and shall require applicants to produce the original document prior to employment.

In 3 of 31 newly hired personnel records reviewed, the following was found regarding clearances:

Staff Member A was hired on [redacted] The staff FBI Clearance was not completed unti[redacted]

Staff Member B was hired on [redacted] with a previously issued letter from the Pennsylvania Department of Aging on [redacted] stating that the staff's application had been processed and there is no criminal history. This letter is not recognized by the Department as a FBI clearance.

Staff Member C was hired on [redacted] with a previously issued letter from the Pennsylvania Department of Aging on [redacted] stating that the staff's application had been processed and there is no criminal history. This letter is not recognized by the Department as a FBI clearance.

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

This is a repeat violation from the Annual Licensing Inspection conducted July 27-29, 2020.

3800.52 Staff Hiring, Retention and Utilization *(continued)*

Plan of Correction **Accept**

By May 15, 2021, the human resources coordinator will review the employee pre-hire checklist with recruiters and verify their understanding that all three clearances must be obtained on or prior to the employee's hire date. The human resources coordinator will remind recruiters that the FBI clearance must be obtained through the Department of Human Services' (DHS) process, resulting in a letter from DHS, Office of Children, Youth and Families, verifying the applicant is eligible for employment. The human resources coordinator will monitor the process for 60 days or until compliance is achieved and sustained.

Completion Date: *05/15/2021*

POC approved 5/14/2021

Jessica Brown 5/14/2021

Diana Yost 5/14/21

Gabi Williams 5/14/2021

POC Verified 6/14/2021

Jessica Brown 6/14/2021

6/17/21 DY

GW 6/21/2021