

Department of Human Services  
Bureau of Human Service Licensing  
LICENSING INSPECTION SUMMARY PUBLIC

December 30, 2022

[REDACTED], SENIOR VP OF ADULT-BEHAVIORAL HEALTH  
ELWYN OF PENNSYLVANIA AND DELAWARE  
[REDACTED]

RE: CLARK'S MANOR  
2978 NORTH PROVIDENCE ROAD  
MEDIA, PA, 19063  
LICENSE/COC#: 14802

Dear [REDACTED],

As a result of the Pennsylvania Department of Human Services, Bureau of Human Service Licensing review on 11/17/2022 of the above facility, we have determined that your submitted plan of correction is fully implemented. Continued compliance must be maintained.

Please note that you are required to post this Licensing Inspection Summary at your facility in a conspicuous location.

Sincerely,  
[REDACTED]

cc: Pennsylvania Bureau of Human Service Licensing

**Facility Information**

Name: CLARK'S MANOR License #: 14802 License Expiration: 09/13/2023  
 Address: 2978 NORTH PROVIDENCE ROAD, MEDIA, PA 19063  
 County: DELAWARE Region: SOUTHEAST

**Administrator**

Name: [REDACTED] Phone: [REDACTED] Email: [REDACTED]

**Legal Entity**

Name: ELWYN OF PENNSYLVANIA AND DELAWARE  
 Address: [REDACTED]  
 Phone: [REDACTED] Email: [REDACTED]

**Certificate(s) of Occupancy**

Type: R-4 Date: 09/17/2021 Issued By: Upper Providence Township

**Staffing Hours**

Resident Support Staff: 0 Total Daily Staff: 4 Waking Staff: 3

**Inspection Information**

Type: Full Notice: Unannounced BHA Docket #:  
 Reason: Renewal Exit Conference Date: 11/17/2022

**Inspection Dates and Department Representative**

11/17/2022 - On-Site: [REDACTED]

**Resident Demographic Data as of Inspection Dates**

General Information  
 License Capacity: 8 Residents Served: 4  
 Secured Dementia Care Unit  
 In Home: No Area: Capacity: Residents Served:  
 Hospice  
 Current Residents: 0  
 Number of Residents Who:  
 Receive Supplemental Security Income: 0 Are 60 Years of Age or Older: 0  
 Diagnosed with Mental Illness: 4 Diagnosed with Intellectual Disability: 1  
 Have Mobility Need: 0 Have Physical Disability: 0

**Inspections / Reviews**

11/17/2022 Full  
 Lead Inspector: [REDACTED] Follow-Up Type: POC Submission Follow-Up Date: 12/03/2022

11/30/2022 - POC Submission  
 Submitted By: [REDACTED] Date Submitted: 12/29/2022  
 Reviewer: [REDACTED] Follow-Up Type: POC Submission Follow-Up Date: 12/05/2022

Inspections / Reviews (*continued*)

## 11/30/2022 POC Submission

Submitted By: [REDACTED]

Date Submitted: 12/29/2022

Reviewer: [REDACTED]

Follow Up Type: Document Submission Follow Up Date: 12/31/2022

## 12/30/2022 Document Submission

Submitted By: [REDACTED]

Date Submitted: 12/29/2022

Reviewer: [REDACTED]

Follow Up Type: Not Required

65a - FS Orientation 1st Day

1. Requirements

2600.

65.a. Prior to or during the first work day, all direct care staff persons including ancillary staff persons, substitute personnel and volunteers shall have an orientation in general fire safety and emergency preparedness that includes the following:

1. Evacuation procedures.
2. Staff duties and responsibilities during fire drills, as well as during emergency evacuation, transportation and at an emergency location if applicable.
3. The designated meeting place outside the building or within the fire-safe area in the event of an actual fire.
4. Smoking safety procedures, the home's smoking policy and location of smoking areas, if applicable.
5. The location and use of fire extinguishers.
6. Smoke detectors and fire alarms.
7. Telephone use and notification of emergency services.

Description of Violation

The home could not provide a documentation showing that staff person A, whose date of hire is [REDACTED], received orientation on the topics listed above prior to or during the first day of work. The staff signed off of an orientation on 09/11/2022.

Plan of Correction

Accept ([REDACTED] - 11/30/2022)

Effective 11/17/22, all new staff to Clark's Manor will receive and sign off on the new staff orientation packet specific to general fire safety and emergency preparedness that includes the following prior to or during their first day of work:

1. Evacuation procedures.
2. Staff duties and responsibilities during fire drills, as well as during emergency evacuation, transportation and at an emergency location if applicable.
3. The designated meeting place outside the building or within the fire-safe area in the event of an actual fire.
4. Smoking safety procedures, the home's smoking policy and location of smoking areas, if applicable.
5. The location and use of fire extinguishers.
6. Smoke detectors and fire alarms.
7. Telephone use and notification of emergency services.

The attached new staff orientation packet has been updated by the Director of Operations to include the specific general fire safety and emergency preparedness for evidence of completion. This will be tracked ongoing on a monthly basis by the Director of Clinical Services.

Licensee's Proposed Overall Completion Date: 11/30/2022

Implemented ([REDACTED] - 12/30/2022)

65b - Rights/Abuse 40 Hours

2. Requirements

2600.

65.b. Within 40 scheduled working hours, direct care staff persons, ancillary staff persons, substitute personnel and volunteers shall have an orientation that includes the following:

1. Resident rights.
2. Emergency medical plan.
3. Mandatory reporting of abuse and neglect under the Older Adult Protective Services Act (35 P.S. § § 10225.101—10225.5102).

65b - Rights/Abuse 40 Hours (continued)

4. Reporting of reportable incidents and conditions.

Description of Violation

The home could not provide a documentation showing that staff person A, whose date of hire is [REDACTED], completed training in the topics listed above within his/her 40th scheduled work hour. The staff signed off of the resident rights on 09/28/2022.

Plan of Correction

Accept [REDACTED] - 11/30/2022)

Effective 11/17/22, all new Clark's Manor staff will complete training on and documentation of the following within 40 scheduled work hours:

- 1. Resident rights.
- 2. Emergency medical plan.
- 3. Mandatory reporting of abuse and neglect under the Older Adult Protective Services Act (35 P.S. § § 10225.101—10225.5102).
- 4. Reporting of reportable incidents and conditions.

The attached new staff orientation packet has been updated by the Director of Operations to include the specific rights/abuse trainings for evidence of completion. This will be monitored ongoing in a monthly audit by the Director of Clinical Services.

Licensee's Proposed Overall Completion Date: 11/30/2022

Implemented [REDACTED] - 12/30/2022)

65d - Initial Direct Care Training

3. Requirements

2600.

65.d. Direct care staff persons hired after April 24, 2006, may not provide unsupervised ADL services until completion of the following:

- 2. Successful completion and passing the Department-approved direct care training course and passing of the competency test.

Description of Violation

Direct care staff person A, hired on [REDACTED], began providing unsupervised ADL services soon after. However, the staff person did not complete and pass the Department-approved direct care training course and pass the competency test until 09/27/2022.

Plan of Correction

Accept [REDACTED] - 11/30/2022)

Effective 11/17/22, all new Clark's Manor staff will be provided the link to the Department-approved direct care training on or before their first work day, and demonstrate successful completion and passing the Department-approved direct care training course and passing of the competency test prior to providing unsupervised ADL services. This will be monitored ongoing through monthly audits by the Director of Clinical Services, and tracked on the attached new staff orientation packet, updated by the Director of Operations,

Licensee's Proposed Overall Completion Date: 11/30/2022

Implemented [REDACTED] - 12/30/2022)

132b - Safety Inspection/Fire Drill

**4. Requirements**

2600.

132.b. A fire safety inspection and fire drill conducted by a fire safety expert shall be completed annually. Documentation of this fire drill and fire safety inspection shall be kept.

**Description of Violation**

*The home does not have a documentation on file showing that a fire safety inspection and fire drill conducted by a fire safety expert was completed in the year 2021.*

**Plan of Correction**

**Accept** ( [redacted] - 11/30/2022)

*Effective 11/29/22, Clark's Manor has completed an annual fire safety inspection and fire drill conducted by a fire safety expert shall be completed annually. The Elwyn Safety Specialist and third party inspector from [redacted] Company completed annual fire safety inspection and fire drill and have added the Clark's Manor site to the annual calendar for annual updates on or before the due date. Documentation of these fire drills and fire safety inspections will be kept in the Clark's Manor Safety Plan Binder by the Director of Operations.*

*Documentation attached.*

**Licensee's Proposed Overall Completion Date: 11/30/2022**

**Implemented** [redacted] - 12/30/2022)