

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

July 6, 2023

[REDACTED], ADMINISTRATOR  
HOTEL LEBANON CORPORATION  
23-25 SOUTH NINTH STREET  
LEBANON, PA, 17042

RE: AMERICAN HOUSE T/A HOTEL  
LEBANON  
23-25 SOUTH NINTH STREET  
LEBANON, PA, 17042  
LICENSE/COC#: 34404

Dear [REDACTED],

As a result of the Pennsylvania Department of Human Services, Bureau of Human Service Licensing review on 05/02/2023 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:** AMERICAN HOUSE T/A HOTEL LEBANON      **License #:** 34404      **License Expiration:** 09/14/2023  
**Address:** 23 25 SOUTH NINTH STREET, LEBANON, PA 17042  
**County:** LEBANON      **Region:** CENTRAL

## Administrator

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

## Legal Entity

**Name:** HOTEL LEBANON CORPORATION  
**Address:** 23 25 SOUTH NINTH STREET, LEBANON, PA, 17042  
**Phone:** [REDACTED]      **Email:** [REDACTED]

## Certificate(s) of Occupancy

**Type:** C 2 LP      **Date:** 03/23/0987      **Issued By:** Department Labor & Industry

## Staffing Hours

**Resident Support Staff:** 0      **Total Daily Staff:** 57      **Waking Staff:** 43

## Inspection Information

**Type:** Partial      **Notice:** Unannounced      **BHA Docket #:**  
**Reason:** Complaint, Interim      **Exit Conference Date:** 05/02/2023

## Inspection Dates and Department Representative

05/02/2023 On Site: [REDACTED]

## Resident Demographic Data as of Inspection Dates

## General Information

**License Capacity:** 74      **Residents Served:** 57

## Secured Dementia Care Unit

**In Home:** No      **Area:**      **Capacity:**      **Residents Served:**

## Hospice

**Current Residents:** 7

## Number of Residents Who:

**Receive Supplemental Security Income:** 25      **Are 60 Years of Age or Older:** 37  
**Diagnosed with Mental Illness:** 0      **Diagnosed with Intellectual Disability:** 0  
**Have Mobility Need:** 0      **Have Physical Disability:** 0

## Inspections / Reviews

## 05/02/2023 - Partial

**Lead Inspector:** [REDACTED]      **Follow Up Type:** POC Submission      **Follow Up Date:** 05/26/2023

Inspections / Reviews (*continued*)

## 06/08/2023 POC Submission

Submitted By: [REDACTED] Date Submitted: 06/29/2023  
Reviewer: [REDACTED] Follow Up Type: POC Submission Follow Up Date: 06/15/2023

## 06/16/2023 POC Submission

Submitted By: [REDACTED] Date Submitted: 06/29/2023  
Reviewer: [REDACTED] Follow Up Type: Document Submission Follow Up Date: 06/26/2023

## 07/06/2023 Document Submission

Submitted By: [REDACTED] Date Submitted: 06/29/2023  
Reviewer: [REDACTED] Follow Up Type: Not Required

132c Fire Drill Records

1. Requirements

2600.

132.c. A written fire drill record must include the date, time, the amount of time it took for evacuation, the exit route used, the number of residents in the home at the time of the drill, the number of residents evacuated, the number of staff persons participating, problems encountered and whether the fire alarm or smoke detector was operative.

Description of Violation

The fire drill record for the fire drill conducted on 02/28/23 does not include the evacuation time and the exit route used.

Repeat Violation-01/10/23, et al

Plan of Correction

Directed ( [REDACTED] - 06/16/2023)

On 05/12/23 the administrator filled in all the required information for the fire drill event. The information missing was the exit routes which our facility always uses all three exits (front, side, and back exits). All information was entered into Tabula Pro.

Administrator trained the manager/administrator on how to record and fill out correctly all the required fields. Fire Drills will be conducted by Administrator [REDACTED] Administrator [REDACTED] will be reviewing what was recorded into Tabula Pro for the fire drill event.

Completed : 05/15/23

Directed Plan

- A Fire Drill was completed 05/12/23, the administrator completed all required information for the fire drill event, including information previously missing from the Fire Drill conducted on 2/28/23; which was missing the exit routes which the facility always uses all three exits (front, side, and back exits). All information was entered into Tabula Pro.
- On 5/15/23 the Administrator trained the Manager/Administrator how to record and correctly fill out all the required Fire Drill event fields in Tabula Pro.
- Beginning 5/15/23, Fire Drills will be conducted monthly by the Manager/Administrator. Beginning 5/15/23, the administrator will conduct monthly reviews of the information recorded into Tabula Pro for each fire drill event to ensure the fire drill records are documented in accordance with this regulation

Directed Completion Date: 06/15/2023

Implemented ( [REDACTED] - 06/29/2023)

132d Evacuation

2. Requirements

2600.

132.d. Residents shall be able to evacuate the entire building to a public thoroughfare, or to a fire safe area designated in writing within the past year by a fire safety expert within the period of time specified in writing within the past year by a fire safety expert. For purposes of this subsection, the fire safety expert may not be a staff person of the home.

Description of Violation

The home does not have a maximum safe evacuation time specified in writing within the past year by a fire safety

**132d Evacuation (continued)**

expert. The home exceeded an evacuation time of 2 minutes 30 seconds during the following drills: 3/23/23 with an evacuation time of 4 minutes and on 4/18/23 with an evacuation time of 3 minutes.

Repeat Violation 01/10/23, et al

**Plan of Correction**

Directed [REDACTED] - 06/16/2023)

The home confirmed with the local fire department on 05/05/2023 by the Deputy Fire Chief [REDACTED] that there is no time limit for evacuation times in our city. So in the following fire drills as of 5/24/2023 the new time limit has been enforced to be compliant with the state regulation.

The home's administration and management was made aware of the change when the state inspectors came on 05/02/2023. Administrator [REDACTED] let manager [REDACTED] know about this regulation and the change needed to be made.

Administration and management were made aware of this new change in being complaint with the state regulated time to evacuate of 2 minutes and 30 seconds.

Also all staff are going to be made aware of this change on 06/08/2023 and completely retrained on evacuation procedures during a fire drill or emergency on 06/08/2023. Manager [REDACTED] will be in charge our retraining staff on evacuation procedures during a fire drill or emergency. Administration [REDACTED] will be reviewing all employee files for initial/retraining on fire safety evacuation procedures in employee files in Tabula Pro.

**Directed Plan**

- On 05/05/2023, the administrator confirmed with the local fire department, the Deputy Fire Chief [REDACTED] there is no time limit for evacuation times in the city where the home is located. As of 5/24/2023, fire drills will follow and enforce the time limit to be compliant with the Department of Human Services (DHS) regulation of 2 minutes and 30 seconds.
- On 05/02/2023, administration and management were made aware by the state inspectors that in the absence of a designated evacuation time in writing by a fire safety expert the home must adhere to the DHS mandated time of 2 minutes and 30 seconds. The administrator informed the manager/administrator about this regulation and the change required to be made.
- On 6/8/23 all staff were made aware of DHS mandated time of 2 minutes and 30 seconds. On 6/8/23 the manager retrained staff on evacuation procedures during a fire drill or emergency.
- As of 6/8/23, the manager/administrator will be responsible for training staff on evacuation procedures during a fire drill or emergency, during the initial and annual training.
- Beginning 6/8/23, the administrator will review all employee records located on Tabula Pro quarterly to ensure the requirements for the initial and annual training on fire safety and evacuation procedures are met.
- Beginning 5/15/23, Fire Drills will be conducted monthly by the Manager/Administrator. Beginning 5/15/23, the administrator will conduct monthly reviews of the information recorded into Tabula Pro for each fire drill event to ensure the evacuation times do not exceed 2 minutes and 30 seconds. If a fire drill exceeds the maximum evacuation time of 2 minutes and 30 seconds, another fire drill will be conducted in the same month to demonstrate compliance with the maximum evacuation time.

## 132d Evacuation (continued)

Directed Completion Date: 06/15/2023

Implemented (████) - 06/29/2023)

## 190a - Completion Medication Course

## 3. Requirements

2600.

190.a. A staff person who has successfully completed a Department-approved medications administration course that includes the passing of the Department's performance-based competency test within the past 2 years may administer oral; topical; eye, nose and ear drop prescription medications and epinephrine injections for insect bites or other allergies.

**Description of Violation**

*Staff Members A, B and C, who had not successfully completed the Department approved medication administration course, routinely administered medications to residents in the home from 1/10/23 through 5/3/23.*

*Staff Person D's most recent medication administration training was completed on 11/10/21. Staff Person D has not completed an annual practicum since their initial medication administration training and has routinely been administering medications to resident's in the home.*

*Repeat Violation 01/10/23, et al*

**Plan of Correction**

Directed (████) - 06/16/2023)

*Immediate action taken was searching on the web and nearby nursing facilities to see who could offer med tech certifications and for many weeks received no help. Since 01/16/23 the search began but the home only ran into dead ends and no one having willingness to help. Some due to not offering there services outside of their facility and others due to not wanting to take the responsibility of training our staff.*

*The home was lacking of a med trainer in the facility due to the termination of the previous administrator. Administrator had trouble finding someone the was able and willing to train. Management was able to find someone that can train and was contacted on 04/20/2023. Trainer was able to recertify all med techs of the facility now all are up to date and compliant as of 05/04/2023. As of that day 05/05/2023 Administrator (████) has maintained contact with (████) through email primarily and has continued to train staff.*

*Going forward when med techs need retrained or certified (████) (med trainer) will be contacted. All med tech will be trained and certified through this trainer until management is able to get the med trainer certification course. A record of the dates of initial med training and retraining dates/expiration dates will be kept the med training binder as of 06/23/2023.*

*Completed: 05/04/23*

**Directed**

- Immediate action taken, the administrator searched the internet and nearby nursing facilities to determine Medication Administration Certification offerings.*

**190a Completion Medication Course (continued)**

- On 4/20/23, management located and secured a Medication Administration Certified Trainer. As of 5/4/23, the trainer recertified all Medication Technicians, and certifications are up to date and compliant as of 05/04/2023. As of 05/05/2023 the administrator maintains contact with the Medication Administration Trainer through email primarily who in turn has continued to train staff.
- The administrator will ensure Staff Member D receives the department approved medication administration course by a 6/23/23.
- The administrator will submit documentation of Staff Member D's Medication Administration Training to DHS by 6/26/23.
- As of 5/4/23, medication technicians who require retraining will be retrained and certified by the Medication Administration Trainer secured by the home, until the administrator is certified as the Medication Administration Trainer through the Trainer the Trainer course.
- As of 06/23/2023, the administrator will maintain a record of the dates of the initial medication administration training and annual practicum dates as well as expiration dates, which will be kept at the home in the medication administration training binder.
- Beginning 6/23/23, the administrator will review the Medication Administration Training Binder monthly, to determine any training requirements due within 90-days of the due date and will in turn schedule training within one week of the discovery.

Directed Completion Date: 06/23/2023

Implemented (████) - 06/29/2023)

**190b - Insulin Injections****4. Requirements**

2600.

190.b. A staff person is permitted to administer insulin injections following successful completion of a Department-approved medications administration course that includes the passing of a written performance-based competency test within the past 2 years, as well as successful completion of a Department-approved diabetes patient education program within the past 12 months.

**Description of Violation**

Staff Member A, whose date of hire is ██████████, most recent diabetic insulin training is 11/12/21.

Staff Member D, whose date of hire is ██████████ most recent diabetic Insulin Training was 11/12/21.

Both Staff Members A and D routinely administer insulin injections to residents in the home.

Repeat Violation-01/10/23, et al

**Plan of Correction**

Directed (████) - 06/16/2023)

North Hampton College was contacted by Administrator ██████████ on 05/10/2023 to schedule diabetic training. All med tech staff is going to be trained through North Hampton College on a diabetic training course. Through this course med techs will be certified to be able to complete all diabetic needs.

Administrator was able to schedule this course for June 5, 2023 at 9 am- noon. From now on this will be our contact to train our staff for diabetic training through North Hampton College. A record of the dates of initial med training

**190b - Insulin Injections (continued)**

and retraining dates/expiration dates will be kept the med training binder as of 06/23/2023.

*Directed Plan*

- On 5/10/23, the administrator contacted Northampton College to schedule the diabetic training.
- On 6/05/23, the administrator scheduled all Medication Technicians to complete the Diabetics Insulin Training Course through Northampton College. Through this course Medication Technicians will be certified to be able to complete all diabetic needs.
- The administrator will ensure Staff Member A and Staff Member D receives Diabetes Insulin Training completed by a department-approved diabetes patient program by 6/23/23.
- The administration will submit documentation of Staff Member A and Staff Member D's Diabetes Insulin Training Certification to DHS by 6/26/23.
- As of 6/23/2023, the administrator will maintain a record of the Diabetes Insulin Certifications, which will be kept at the home in the medication administration training binder.
- Beginning 6/23/23, the administrator will review the Medication Administration Training Binder Quarterly to determine any certification requirements due within 90-days of the due date and will in turn schedule any training within one week of the discovery.

**Directed Completion Date:** 06/23/2023

**Implemented** [REDACTED] - 06/29/2023)